

**Bryan County Rural Water, Sewer and Solid Waste Management  
District No. 2**

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**MINUTES OF THE REGULARLY SCHEDULED MEETING OF THE BOARD OF DIRECTORS**, Bryan Co. Rural Water Dist. #2, which was held on **Monday May 13, 2024** at 5:30 P.M. Notice and Agenda were recorded at the County Clerk's Office at 12:31 P.M and posted on the front door of the Rural Water Office at 2:00 P.M. on May 9th, 2024. (See Attach #1 for Recorded Notice & Agenda).

The meeting was called to order at 5:30 P.M. and roll was called. Present: Vice-Chairperson Mark Smith, Secretary John Hoefer, Treasurer Linda Henderson, Assist. Sec-Treasurer Terry Bourne, Director Dustin Rudolf, Director Brett Butlan, Manager Regina Clinton, Reporter Nancy Parry, Field Superintendent Merle Pearce and Water Plant Superintendent, Mark Shelton Others Present: Office Clerk Brittney Harlin, Engineer Landon Allen and Reanna Workman, Water Resource Planner for Choctaw Nation. Chairperson Jerry Lewis was absent – excused (See Attach #2 for sign in sheet).

Call for approval of the April 8, 2024, Minutes – Regular Meeting - Minutes approved as mailed.

**MANAGER'S REPORT (See Attach #3)**

**FIELD SUPERINTENDENT'S REPORT (See Attach #4)**

**PLANT SUPERINTENDENT'S REPORT (See Attach #5)**

**BUSINESS:**

**Consideration of and Take Possible Action regarding approval of Notice of Award of Bid for Water Well #2 as per Parkhill's recommendation:** Only one bid came in for \$1,256,180.00 from Hydro-Resource-Mid Continent, Inc. Motion made by Treasurer Henderson, 2<sup>nd</sup> by Director Rudolf, Yes by Secretary Hoefer, Assist. Sec-Treas Bourne, Director Butlan, and Vice-Chairperson Smith to award bid to Hydro-Resources-Mid Continent, Inc as per engineer's recommendation (See Attach #6). Field Superintendent Pearce would like to request that we have the same driller as test hole, James Parker.

**Consideration of and Take Possible Action regarding Amendment No. 2 – Adding Bidding and Construction Administration Services to the Parkhill Agreement - \$40,000.00:** Motion made by Treasurer Henderson, 2<sup>nd</sup> by Secretary Hoefer, Yes by Assist. Sec-Treas Bourne, Director Rudolf, Director Butlan, and Vice-Chairperson Smith to approve Amendment No. 2 to the Agreement for Professional Services adding \$40,000.00 to the original agreement. This will be the final engineering cost for Water Well #2 (See Attach #7).

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**Consideration of and Take Possible Action regarding approval of Disclaimer Letter from Parkhill stating they do not provide legal or insurance advice:** Motion made by Secretary Hoefer, 2<sup>nd</sup> by Assist. Sec-Treas Bourne, Yes by Treasurer Henderson, Director Butlan, Director Rudolf, and Vice-Chairperson Smith to approve of Disclaimer Letter (See Attach #8).

**Consideration of and Take Possible Action regarding items discussed during the Design Kick-Off Meeting for the Choctaw/ARPA Project held on May 10<sup>th</sup> and Water Storage Tank location:** During the Kick-Off Meeting, the location for new Water Storage Tank was discussed. Field Superintendent, Merle Pearce, informed him that Jeremy Beall, Developer, is willing to sell us Lots 8 & 9 in the Holden Estates Subdivision for the Water Storage Tank. Engineer, Cole Niblett, feels that the location in Holden Estates will be a good location.

**Consideration of and Take Possible Action regarding adopting Resolution 01-2024 for WaterSmart Grant Application:** Manager Clinton requested that Resolution Number be noted as 04-13-2024. She informed the Board that this Resolution is needed for the WaterSMART Grant Application. Motion made by Secretary Hoefer, 2<sup>nd</sup> by Director Butlan, Yes by Treasurer Henderson, Assist. Sec-Treas Bourne, Director Rudolf, and Vice-Chairperson Smith to adopt Resolution 04-13-2024.

**Consideration of and Take Possible Action regarding purchasing land for new Water Storage Tank:** Field Superintendent Pearce has talked to Jeremy Beall, landowner/developer and he is willing to sell Lot #8 for \$30,000 and Lot #9 for \$25,000. Field Superintendent Pearce would like to negotiate a deal with him – the 2 lots in exchange for our building the road into the subdivision and installing the waterline in and out of the sub-division. Motion made by Assist. Sec-Treas Bourne, 2<sup>nd</sup> by Director Rudolf, Yes by Secretary Hoefer, Treasurer Henderson, Director Butlan, and Vice-Chairperson Smith to move forward on negotiations for Water Storage Tank Site.

**Consideration of and Take Possible Action regarding investing undesignated funds:** Motion made by Treasurer Henderson, 2<sup>nd</sup> by Director Butlan, Yes by Secretary Hoefer, Assist. Sec-Treas Bourne, Director Rudolf and Vice-Chairperson Smith to move forward and look into 7 Month CD'S for undesignated funds.

**Consideration of and Take Possible Action regarding Subaward Agreement for Waterline Extension to Ft. Washita – Chickasaw Nation Project:** Postponed

**NEW BUSINESS** (under the Open Meeting Act, this agenda item is authorized only for matters not known about or which could not have been reasonably foreseen prior to the time of posting the agenda or any revised agenda)

The Microcomm Proposal to add Scada to the New Water Well #2 came in after the agenda was posted. Motion was made by Secretary Hoefer, 2<sup>nd</sup> by Assist. Sec-Treas Bourne, Yes by Treasurer Henderson, Director Butlan Director Rudolf, and Vice-Chairperson Smith to approve proposal in the amount of \$27,653.00 (See Attach #9).

**OTHER BUSINESS:**

**Board approval of checks written in April:** Motion made by Treasurer Henderson, 2<sup>nd</sup> by Director Rudolf, Yes by Secretary Hoefer, Assist. Sec-Treas Bourne, Director Butlan, and Vice Chairperson Smith to approve.

**FINANCIAL REPORT** – April (See Attach #10 thru #15)

**ADJOURNMENT 5:55 PM**

MARK SMITH, Vice- Chairperson

JOHN HOEFER, Secretary

LINDA HENDERSON, Treasurer

TERRY BOURNE, Assist. Sec-Treasurer

BRETT BUTLAN, Director

DUSTIN RUDOLF, Director

Attach #1 Recorded Notice & Agenda  
Attach #2 Sign in Sheet  
Attach #3 Manager's Report  
Attach #4 Field Superintendent's Report  
Attach #5 Plant Superintendent's Report  
Attach #6 Bid Tabulation  
Attach #7 Amendment #2 to Engineering Agreement  
Attach #8 Copy of Disclaimer Letter  
Attach #9 Microcomm Proposal for SCADA for Water Well #2  
Attach #10 thru #15 Financial Reports (April)