

**REGULAR MEETING
OF THE BOARD OF DIRECTORS
Rural Water, Sewer, Gas and Solid Waste Management District #16
Cherokee County, Oklahoma**

Minutes

Thursday, December 18, 2025 at 11:30 a.m.

The Directors of the Rural Water, Sewer, Gas and Solid Waste Management District #16 held a regular meeting at 11:30 a.m., Thursday, December 18, 2025, at Nancy's Homemade Pies in Park Hill Oklahoma. Location address is 26380 S. Indian Road, Park Hill, OK, 74451, (918) 458-6141.

The minutes for said meeting are as follows:

1. Meeting called to order at 11:34 a.m. by Walter Armstrong.
2. Roll call and quorum declared present by Bill Wilcoxon. Present were Walter Armstrong, Paul Laney, Bill Wilcoxon, and Terry Noble. Laci Klinger was not present. Also present were Daniel Napier and Charlene Ferris.
3. Discussion/Consideration/Action of Minutes from the October 16, 2025 regular meeting. Paul Laney motioned to approve the October 16, 2025 minutes. Terry Noble seconded the motion, all aye.
4. Discussion/Consideration/Action of Amended & Corrected Minutes from the October 31, 2025 special meeting. Terry Noble motioned to approve the minutes. Paul Laney seconded the motion, all aye.
5. Discussion/Consideration/Action of Minutes from the November 20, 2025 regular meeting. Terry Noble motioned to approve the minutes. Paul Laney seconded the motion, all aye.
6. Public comment. None.
7. Discussion/Consideration/Action on review of Financials as prepared by Jack Roye w/Mike Green CPA Firm. Terry Noble motioned to approve the Financials. Paul Laney seconded the motion, all aye.
8. Discussion/Consideration/Action on payment of Invoices as prepared by Jack Roye w/Mike Green CPA Firm. Paul Laney motioned to approve the Invoices. Terry Noble seconded the motion, all aye.
9. Discussion/Consideration/Action requesting Board review and approval of the RWD#16 Employee Handbook. Terry Noble motioned to approve the Employee Handbook. Paul Laney seconded the motion, all aye.
10. Discussion/Consideration/Action requesting Board review and approval of Metron proposal for Altair 5/8 x 3/4 7.5" LL Inov8-VN Paddle 5ft with 10 Year Annual Service Plan:
Qty 50 - \$19,500.00
Qty 100 - \$39,000.00
Qty 250 - \$95,000.00
Discussion, no action.

11. Vote to enter into Executive Session, as authorized by Title 25 O.S. Sec. 307, for the following:
 - a. Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee. 25 O.S. Sec. 307(B)(1).
Paul Laney motioned to enter into Executive Session at 12:23 p.m. Terry Noble seconded the motion, all aye.
12. Vote to return to Open Session. Walter Armstrong motioned to return to Open Session at 12:20 p.m. Terry Noble seconded the motion, all aye.
13. Discussion/Consideration/Action on review of December Manager's Report. Terry Noble motioned to approve Manager's Report. Paul Laney seconded the motion, all aye.
14. Discussion/Consideration/Action on review of December Administrative Report. Paul Laney motioned to approve Administrative Report. Terry Noble seconded the motion, all aye.
15. Discussion/Consideration/Action on review of December New Benefit Units, Transfers and Forfeitures. Paul Laney motioned to approve New Benefit Units, Transfers and Forfeitures. Bill Wilcoxen seconded the motion, all aye.
16. Unforeseen business (for discussion only).
17. Adjourn. Terry Noble motioned to adjourn at 12:57 p.m. Paul Laney seconded the motion, all aye.