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

Minutes

Thursday, July 16, 2026 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, July 16, 2026, 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 11:30 p.m. by Walter Armstrong.

2. Roll call and quorum declared present by Charlene Ferris. Present were Walter Armstrong, Paul Laney and Laci Klinger. Also present were Daniel Napier and Charlene Ferris.

3. Discussion/Consideration/Action of Minutes from the June 18, 2026 monthly meeting. Laci Klinger motioned to approve the June 18, 2026 minutes. Walter Armstrong seconded the motion, all aye.

4. Discussion/Consideration/Action of Minutes from the June 30, 2026 special meeting. Laci Klinger motioned to approve the June 30, 2026 minutes. Walter Armstrong seconded the motion, all aye.

5. Opportunity for public comment.

6. Discussion/Consideration/Action on review of Financials as prepared by Jack Roye, Mike Green CPA firm. Walter Armstrong motioned to approve the Financials. Laci Klinger seconded the motion, all aye.

7. Discussion/Consideration/Action on payment of Invoices as prepared by Jack Roye, Mike Green CPA firm. Laci Klinger motioned to approve the Invoices. Walter Armstrong seconded the motion, all aye.

8. Discussion/Consideration/Action concerning resignation of Board Member, Bill Wilcoxen, from the RWD#16 Woodhaven Board Seat effective June 30, 2026, and nomination of member to fill open position. Laci Klinger motioned to accept the nomination of Jessica VanSickle to the RWD#16 Woodhaven Board Seat. Walter Armstrong seconded the motion, all aye.

9. Discussion/Consideration/Action concerning removal for cause of Board Member, Terry Noble, from the RWD#16 Lakewood Board Seat effective June 30, 2026, and nomination of member to fill open position. Laci Klinger motioned to accept the nomination of Linda McDonald to the RWD#16 Lakewood Board Seat. Walter Armstrong seconded the motion, all aye.

10. Discussion/Consideration/Action requesting Board consideration and nomination of an RWD#16 Board Member to represent RWD#16 on the Tenkiller Utilities Authority "TUA" Board of Directors. Item tabled.

11. Discussion/Consideration/Action requesting Board review and approval to update account signature cards at Armstrong Bank on all accounts to include only current RWD#16 Board Members in officer positions and staff: Walter Armstrong (Chairman), Paul Laney (Vice Chairman), Laci Klinger (Secretary/Treasurer), and Charlene Ferris (staff). Linda McDonald motioned to update account signature cards accordingly. Walther Armstrong seconded the motion, all aye.

12. Discussion/Consideration/Action to approve and sign a Resolution authorizing RWD#16 to apply for a Rural Economic Action Plan (REAP) Grant from the Oklahoma Water Resources Board. Walter Armstrong motioned to approve and sign Resolution authorizing RWD#16 to apply for a Rural Economic Action Plan (REAP) Grant from the Oklahoma Water Resources Board. Laci Klinger seconded the motion, all aye.

13. Discussion/Consideration/Action to approve and sign a Verification authorizing an RWD#16 representative to sign application for a Rural Economic Action Plan (REAP) Grant from the Oklahoma Water Resources Board. In addition, action to approve and sign Attorney's Certification as to Legality of Application for a Rural Economic Action Plan (REAP) Grant from the Oklahoma Water Resources Board. Laci Klinger motioned to approve and sign a Verification authorizing an RWD#16 representative to sign application for a Rural Economic Action Plan (REAP) Grant from the Oklahoma Water Resources Board as well as approve and sign Attorney's Certification as to Legality of Application for a Rural Economic Action Plan (REAP) Grant from the Oklahoma Water Resources Board. Walter Armstrong seconded the motion, all aye.

14. Discussion/Consideration/Action, contingent upon approval of Rural Economic Action Plan (REAP) Grant, to authorize Aaron Mears, Mears Engineers, LLC, to proceed with the necessary legal, engineering, and administrative steps required to move the project forward. Laci Klinger motioned to authorize Aaron Mears, Mears Engineers, LLC, to proceed with the necessary legal, engineering, and administrative steps required to move the project forward. Walter Armstrong seconded the motion, all aye.

15. Discussion/Consideration/Action to approve and sign a Rural Infrastructure Grant (RIG) Agreement between RWD#16 and the Oklahoma Rural Water Association for the project described in Application #20326. Walter Armstrong motioned to approve and sign a Rural Infrastructure Grant (RIG) Agreement between RWD#16 and the Oklahoma Rural Water Association for the project described in Application #20326. Paul Laney seconded the motion, all aye.

16. Discussion/Consideration/Action concerning update on Wildcat Point Residential Project 24-77 by Aaron Mears, Mears Engineers, LLC, and contractor, Pinney Dozer. No action.

17. Discussion/Consideration/Action to review and approve Pinney Dozer's Change Order #4 as it pertains to the Wildcat Steele Line Replacement Project as overseen by Aaron Mears, Mears Engineers, LLC. Walter Armstrong motioned to approve Pinney Dozer's Change Order #4 as it pertains to the Wildcat Steele Line Replacement Project as overseen by Aaron Mears, Mears Engineers, LLC. Laci Klinger seconded the motion, all aye.

18. Discussion/Consideration/Action to approve Contractor's Application for Payment (Pay App No. 2) for Pinney Dozer, in the amount of $55,782.10, which has been reviewed and approved by Aaron Mears, Mears Engineers, LLC as reflected in fully executed DW-415 Invoice Affidavit. Laci Klinger motioned to approve Contractor's Application for Payment (Pay App No. 2) for Pinney Dozer, in the amount of $55,782.10, which has been reviewed and approved by Aaron Mears, Mears Engineers, LLC as reflected in fully executed DW-415 Invoice Affidavit. Walter Armstrong seconded the motion, all aye.

19. Discussion/Consideration/Action to approve Drinking Water State Revolving Fund (Form DW-271) Disbursement Request #3 in the amount of $58,782.10. Laci Klinger motioned to approve Drinking Water State Revolving Fund (Form DW-271) Disbursement Request #3 in the amount of $58,782.10. Walter Armstrong seconded the motion, all aye.

20. Discussion/Consideration/Action requesting Board review and approval of employee retirement benefits. Item tabled.

21. Discussion/Consideration/Action on review of July Manager's Report. Walter Armstrong motioned to approve the July Manager's Report. Linda McDonald seconded the motion, all aye.

22. Discussion/Consideration/Action on review of July Administrative Report. Walter Armstrong motioned to approve the July Administrative Report. Jessica VanSickle seconded the motion, all aye.

23. Discussion/Consideration/Action on review of July New Benefit Units, Transfers and Forfeitures. Laci Klinger motioned to approve the July New Benefit Units, Transfers and Forfeitures. Walter Armstrong seconded the motion, all aye.

24. Unforeseen business (for discussion only).

25. Adjourn. Walter Armstrong motioned to adjourn at 12:26 p.m. Laci Klinger seconded the motion, all aye