

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

Minutes

Thursday, September 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, September 18, 2025, at Chicken Creek Volunteer Fire Department in Cookson, Oklahoma. Location address is 34116 S 526 Road, Cookson, OK, 74427, 918-457-4721.

The minutes for said meeting are as follows:

1. Meeting called to order at 11:30 a.m. by Paul Laney.
2. Roll call and quorum declared present by Charlene Ferris (in Board Secretary's absence). Present were Paul Laney, Walter Armstrong, Laci Klinger (by phone) and Terry Noble. Lori Burgin was not present. Also present were Daniel Napier and Charlene Ferris.
3. Discussion/Consideration/Action of Minutes from the August 21, 2025 regular meeting. Walter Armstrong motioned to approve the Minutes. Terry Noble seconded the motion, all aye.
4. Public comment. None.
5. Discussion/Consideration/Action concerning the DEQ Permit Packet for Project 24-77 Wildcat Waterline Improvements by Aaron Mears, Mears Engineering, LLC. Terry Noble motioned to approve the project. Walter Armstrong seconded the motion, all aye.
6. Discussion/Consideration/Action requesting Board authorization to pursue RIG or REAP Grants for tower rehabilitation at Chicken Creek. Terry Noble motioned to give authorization. Walter Armstrong seconded the motion, all aye.
7. Discussion/Consideration/Action concerning Storage/Cabins on lines with no easement. Walter Armstrong motioned to approve taking the legal steps to obtain proper easements. Terry Noble seconded the motion, all aye.
8. Discussion/Consideration/Action concerning resignation of Board Member, Lori Burgin, from the RWD#16 Woodhaven Board Seat effective September 11, 2025, and replacement of position. Paul Laney motioned to accept Lori Burgin's resignation and welcome member, Bill Wilcoxon, as replacement in Board position. Walter Armstrong seconded the motion, all aye.
9. Discussion/Consideration/Action on review of Financials as prepared by Jack Royce w/Mike Green CPA Firm. Terry Noble motioned to approve the Financials. Walter Armstrong seconded the motion, all aye.

10. Discussion/Consideration/Action on payment of Invoices as prepared by Jack Royce w/Mike Green CPA Firm. Walter Armstrong motioned to approve the Invoices. Terry Noble seconded the motion, all aye.
11. Discussion/Consideration/Action on review of September Manager's Report. Walter Armstrong motioned to approve Manager's Report. Terry Noble seconded the motion, all aye.
12. Discussion/Consideration/Action on review of September Administrative Report. Terry Noble motioned to approve Administrative Report. Walter Armstrong seconded the motion, all aye.
13. Discussion/Consideration/Action on review of September New Benefit Units, Transfers and Forfeitures. Walter Armstrong motioned to approve New Benefit Units, Transfers and Forfeitures. Paul Laney seconded the motion, all aye.
14. Unforeseen business (for discussion only). None.
15. Adjourn. Walter Armstrong motioned to adjourn at 12:52 p.m. Terry Noble seconded the motion, all aye.