

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

**Minutes**

Thursday, June 15, 2023 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, June 15, 2023 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 a.m. by Paul Laney.
2. Roll call and quorum declared present by Lori Burgin. Present were Paul Laney, Walter Armstrong, Lori Burgin, Laci Klinger and Terry Noble. Also present were Daniel Napier and Charlene Ferris.
3. Discussion/Action on consideration of Minutes from the May 18, 2023 regular meeting. Walter Armstrong motioned to approve the Minutes. Laci Klinger seconded the motion, all I.
4. Discussion/Action on consideration of Minutes from the May 23, 2023 special meeting. Walter Armstrong motioned to approve the Minutes. Lori Burgin seconded the motion, all I.
5. Public comment - none.
6. Discussion/Consideration on update of grant being prepared by Josh McClintock with Emblem Strategies. No action; item tabled to be placed on July 20 agenda.
7. Discussion/Consideration of recommendation by Jack Roye to open a new Capital Reserve Money Market account at Armstrong Bank and if approved, identify authorized signers. Laci Klinger motioned to approve opening a new Capital Reserve Money Market account at Armstrong Bank with all Board members (Paul Laney, Walter Armstrong, Lori Burgin, Laci Klinger, Terry Noble) and Charlene Ferris as authorized signers. Lori Burgin seconded the motion, all I.
8. Discussion/Consideration of change to employee benefits concerning irregular pay with respect to existing 401(k) plan. Walter Armstrong motioned to approve a change to the existing 401(k) plan with respect to how irregular pay (bonuses, commission, or anything that is not a regular hourly or salaried wage) is handled; allow a different deferral election on irregular pay, if no special election form is completed, the existing employee contribution amount will be taken from irregular pay (item 2b on TriStar Pension memorandum). Lori Burgin seconded the motion, all I.
9. Discussion/Action on review of Manager's Report. Terry Noble motioned to approve Manager's Report and add "Salvage of Unit #82 Truck" to July 20 agenda. Walter Armstrong seconded the motion, all I.
10. Discussion/Action on review of Administrative Report. Walter Armstrong motioned to approve Administrative Report. Laci Klinger seconded the motion, all I.

11. Discussion/Action on consideration of New Benefit Units, Transfers and Forfeitures. Laci Klinger motioned to approve New Benefit Units, Transfers and Forfeitures. Lori Burgin seconded the motion, all I.
12. Discussion/Action on review of Financials as prepared by Jack Roye w/Mike Green CPA Firm. Walter Armstrong motioned to approve the Financials. Lori Burgin seconded the motion, all I.
13. Discussion/Action on consideration of payment of June Invoices as prepared by Jack Roye w/Mike Green CPA Firm. Laci Klinger motioned to approve the June Invoices. Walter Armstrong seconded the motion, all I.
14. Unforeseen business (for discussion only).
15. Laci Klinger motioned to adjourn the meeting at 12:07 p.m. Walter Armstrong seconded the motion, all I.