

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

Minutes

Thursday, September 21, 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, September 21, 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 11:51 a.m. by Paul Laney.
2. Roll call and quorum declared present by Lori Burgin. Present were Paul Laney, Walter Armstrong, and Lori Burgin. Laci Klinger and Terry Noble were not present. Also present were Daniel Napier and Charlene Ferris.
3. Discussion/Action on consideration of Minutes from the August 17, 2023 regular meeting. Walter Armstrong motioned to approve the Minutes. Lori Burgin seconded the motion, all I.
4. Discussion/Action on consideration of Minutes from the August 22, 2023 special meeting. Walter Armstrong motioned to approve the Minutes. Lori Burgin seconded the motion, all I.
5. Discussion/Action on consideration of Minutes from the August 30, 2023 special meeting. Walter Armstrong motioned to approve the Minutes. Lori Burgin seconded the motion, all I.
6. Public comment – Woodhaven resident concerned about the brown water from lines and asking when the lines will be replaced. Daniel Napier explained we are waiting for DEQ.
7. Discussion/Update on Canoe Mountain by Aaron Mears, Mears Engineering. Aaron Mears was not present. Item tabled.
8. Discussion/Action concerning application with Armstrong Bank for issuance of company credit cards; approve District Credit Card Policy, identify authorized users and set card limits. Item tabled.
9. Discussion/Action to amend the Bylaws to add Article 12, Section 2 allowing Board participation by telephonic means. Item tabled.
10. Discussion/Update concerning Grant Management Agreement as presented by Jack Roye. Item tabled.
11. Discussion/Action on consideration of the Dec. 31, 2022 Audit as prepared by the office of Robert St. Pierre, CPA, PC, and presented by Jack Roye w/Mike Green CPA Firm. Walter Armstrong motioned to approve the Dec. 31, 2022 Audit. Paul Laney seconded the motion, all I.
12. Discussion/Action on review of Manager's Report. Walter Armstrong motioned to approve Manager's Report. Lori Burgin seconded the motion, all I.

13. Discussion/Action on review of Administrative Report. Walter Armstrong motioned to approve Administrative Report. Lori Burgin seconded the motion, all I.
14. Discussion/Action on consideration of New Benefit Units, Transfers and Forfeitures. Walter Armstrong motioned to approve New Benefit Units, Transfers and Forfeitures. Paul Laney seconded the motion, all I.
15. Discussion/Action on review of Financials as prepared by Jack Roye w/Mike Green CPA Firm. Walter Armstrong motioned to approve the Financials. Paul Laney seconded the motion, all I.
16. Discussion/Action on consideration of payment of September Invoices as prepared by Jack Roye w/Mike Green CPA Firm. Walter Armstrong motioned to approve the September Invoices. Paul Laney seconded the motion, all I.
17. Unforeseen business (for discussion only).
18. Walter Armstrong motioned to adjourn the meeting at 12:27 p.m. Lori Burgin seconded the motion, all I.