

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

Minutes

Thursday, June 16, 2022 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 16, 2022 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. Call to order at 11:30 a.m. by Paul Laney.
2. Roll call and declare quorum present. Present were Paul Laney, Walter Armstrong, Laci Klinger and Terry Noble. Also attending were Daniel Napier and Charlene Ferris.
3. Discussion, consideration and action to possibly approve or deny a revision or amendment to the minutes of special meeting held April 27, 2022 and previous regular meeting, May 19, 2022. Laci Klinger motioned to approve the minutes. Walter Armstrong seconded the motion, all I.
4. John Kristjanson, Regional Sales Manager with Metron-Farnier Smart Water Meters & Systems, made a presentation. No action.
5. Review and signing of New Benefit Units, Transfers and Forfeitures. Walter Armstrong motioned to approve the New Benefit Units, Transfers and Forfeitures. Laci Klinger seconded the motion, all I.
6. Discussion, consideration and action to possibly approve or deny the Manager's Report. Walter Armstrong motioned to approve the Manager's Report. Terry Noble seconded the motion, all I.
7. Discussion, consideration and action to possibly approve or deny the Administrative Report. Laci Klinger motioned to approve the Administrative Report. Walter Armstrong seconded the motion, all I.
8. Discussion, consideration and action to possibly approve, deny or approve a revision or amendment to the Financials. Laci Klinger motioned to approve the Financials. Terry Noble seconded the motion, all I.
9. Discussion, consideration and action to possibly approve, deny or approve a revision or amendment to adoption of a Capitalization Policy as recommended by Jack Roye. Walter Armstrong motioned to approve the Capitalization Policy. Laci Klinger seconded the motion, all I.
10. Discussion, consideration and action to possibly approve, deny or approve a revision or amendment to the payment of current Invoices. Laci Klinger motioned to approve the Invoices. Walter Armstrong seconded the motion, all I.
11. Discussion, consideration and action to possibly approve, deny or approve a revision or amendment to proposed Employee Benefit Policy as it pertains to setting a cap of \$200 on

employee portion of monthly health insurance premiums. Laci Klinger motioned to approve the Employee Benefit Policy with the understanding policy is to be reviewed annually in May so any adjustments can be made to policy ahead of benefit enrollment in the Fall. Walter Armstrong seconded the motion, all I.

12. Discussion, consideration and action to possibly approve, deny or approve a revision or amendment to proposed Fire Hydrant Policy. Item tabled to explore state regulations.
13. Discussion, consideration and action to possibly approve, deny or approve a revision or amendment to Late Fee Policy as it pertains to payment plans for past due accounts. Terry Noble made motion to approve the Late Fee Policy. Walter Armstrong seconded the motion, all I.
14. Discussion, consideration and action to possibly approve or deny finance options for purchase of mini excavator with Armstrong Bank, Welch State Bank or LREC. Laci Klinger made motion to approve financing through Welch State Bank. Terry Noble seconded the motion, all I.
15. Discussion, consideration and action to possibly approve or deny participation in SoonerWarn; Oklahoma's Water/Wastewater Agency Response Network. Laci Klinger made motion to approve participation in SoonerWarn. Walter Armstrong seconded the motion, all I.
16. Public Comment.
17. Vote to enter into Executive Session was made at 1:53 p.m. Walter Armstrong motioned to move into Executive Session. Laci Klinger seconded the motion, all I.
18. Vote to return to Open Session was made at 2:10 p.m. Laci Klinger motioned to return to Open Session. Walter Armstrong seconded the motion, all I.
19. Unforeseen Business.
20. Walter Armstrong made motion to adjourn the meeting at 2:15 p.m. Laci Klinger seconded the motion, all I.