

Grady County RWD #7 Board Meeting

November 4, 2024, 7pm

The board of directors of Grady County RWD #7 met for their regular monthly meeting on Monday night, November 4, 2024 at 7 pm in the District Office in Ninnekah. John Donnellan, Chairman, called the meeting to order. Directors present were Georgina(Gina) Calhoun, Jerry White, Charles Tate and Brock Perryman. Also present were Donny Cosby, Megan Cogburn, Tim Pollman, Kyle Foster and Tim Cooper.

Open Forum: Mr. Tim Cooper reported a problem with line cutoffs for repairs affecting his hot water heater. It was suggested that Mr. Cooper install a check valve on his line extending from the meter to his home to remedy the problem.

Gina moved to amend past minutes to include the delaying of the proposed rate change, the hire date and salaries of recent employee hires. Seconded by Jerry White. Gina Calhoun-Yes, Jerry White-Yes, Charles Tate-Yes, Brock Perryman-Yes, John Donnellan-Yes.

Jerry White moved to approve the October 7,2024 minutes with Brock seconding. Gina Calhoun-Yes, Jerry White-Yes, Charles Tate-Yes, Brock Perryman-Yes, John Donnellan-Yes.

The System report was given by Donny Cosby with an update on the Cement Tower project which has been painted and hooked up. There is a need for gravel and sod on the site. He submitted a change order of an additional \$28,450.00 for Integrity Construction. After much discussion, a motion was made by Jerry White, seconded by Brock Perryman to accept the change order. Gina Calhoun-Yes, Jerry White-Yes, Charles Tate-Yes, Brock Perryman-Yes, John Donnellan-Yes. There were several leaks this month. Donny also submitted a suggested plan to sell water to the Norge Water District. Kyle reported that he and Tim had installed 22 meters this month and would like to plan to install 25 to 30 remote digital meters a month with perhaps a break during bad winter weather. The meter reading was less difficult this week and with the installation of more remote meters, reading the meters will go even quicker. The accuracy of the remote meters has helped customers understand their water use and resulting charges.

Megan reported that the auditor is finalizing our audit but has concerns about the lack of records on vacation and sick days. We need a policy and procedure to follow for both. John proposed forming a committee for this but no one volunteered. He will work on this. Meeting Dates for 2025 of:

were approved to send to the County Clerk for posting. Okla Rural Water Assoc. informed Megan that the Worker's Comp records had not been updated in 5 years. ORWA asked for salary updates with start dates of all employees in order to update their records. Megan will submit the requested information and report back any information from ORWA.

Gina reported that invoices had been submitted and she has questions for the Engineer concerning submitted charges for inspection and engineering fees. Donny will try to set up a meeting with Engineer Steve Fox this week to go over the OWRB submissions. The grant money may all be used up for unexpected expenses.

Charles reported that after a lot of documentation, AT&T finally let him cancel the service of the two unused cell phones. AT&T did not want the discarded cell phones. The account is still in Janet and Donny's name and hopefully Megan can be added to that account. Motion by Gina and seconded by

Jerry that the District reimburse employees using their own phone (not a District provided phone) for District business \$50.00 per month. Gina Calhoun-Yes, Jerry White-Yes, Charles Tate-Yes, Brock Perryman-Yes, John Donnellan-Yes.

The Cement City Council has requested that we change the way we charge the city for water. Brock moved and Charles seconded that the District eliminate the required minimum per day of 50,000 gallons per day from Cement and to charge for total usage at the set rates. Gina Calhoun-Yes, Jerry White-Yes, Charles Tate-Yes, Brock Perryman-Yes, John Donnellan-Yes.

The weekend on-call schedule was discussed. Donny, Tim and Kyle will rotate with Megan keeping a calendar for reference. Megan will hopefully find a way for the answering message on the office phone to be updated.

Meter Setting charges were discussed with a need for a higher charge for the larger line meters due to the cost of the meters. Jerry moved and __John?____seconded that the new charges would be \$3000.(for meter) and \$400.(for membership) with a total of \$3400.00 for the 5/8” meters; \$3250.00 .(for meter) and \$400.(for membership) with a total of \$3650.00 for a 1” meter; \$3500.00(for meter) and \$400.(for membership) with a total of \$3900.00 for a 2” meter. Gina Calhoun-Yes, Jerry White-Yes, Charles Tate-Yes, Brock Perryman-Yes, John Donnellan-Yes.

Motion by Brock and seconded by Jerry to approve the financial statement. Gina Calhoun-Yes, Jerry White-Yes, Charles Tate-Yes, Brock Perryman-Yes, John Donnellan-Yes.

Motion by Gina and seconded by Brock to approve the disbursements as listed in the attachment to the minutes. Gina Calhoun-Yes, Jerry White-Yes, Charles Tate-Yes, Brock Perryman-Yes, John Donnellan-Yes.

Motion by Jerry and seconded by Gina to approve the transfers and new settings of:

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Gina Calhoun-Yes, Jerry White-Yes, Charles Tate-Yes, Brock Perryman-Yes, John Donnellan-Yes.

Motion by Jerry and seconded by Charles to adjourn the meeting. Gina Calhoun-Yes, Jerry White-Yes, Charles Tate-Yes, Brock Perryman-Yes, John Donnellan-Yes.