

REGULAR MEETING
BOARD OF DIRECTORS
OSAGE COUNTY R.W.D. #15
June 13, 2023

The regular meeting of the Board of Directors, Osage County R.W.D. #15 was held on **June 13, 2023**, at the District's business office located at 14415 North 52nd West Avenue, Skiatook, OK.

Meeting Notice: Notice of this regular meeting was provided to the Osage County Clerk prior to **December 15, 2022**; and faxed to the Osage County Clerk office by 4:30 p.m. on **June 9, 2023**. The notice of the meeting and agenda was posted on the information board in the District's Business office by 4:30 p.m. on the **9th of June 2023**.

- I. Call to Order – Jerry Magee, Chairman at 5:30 p.m.
- II. Roll Call was called by Johnna Kelley, District Manager.

Board members present: Jerry Magee, Pattie Park, Everett Forbes, and Jessica Hudson.

Board Members late:

Board members absent:

- III. The Board may discuss and may determine and vote to approve the process by which vacant Board Seat #3 will be filled by the Board. (Said vacancy being created by the death of Butch Barber).

Motion made by **Pattie Park** and seconded by **Jessica Hudson** to approve the process by which vacant Board Seat #3 will be filled by the Board on July 11, 2023, Board Meeting. (Said vacancy being created by the death of Butch Barber). *Motion carried. JM-Yes, PP-Yes, EF-Yes, JH-Yes*

- IV. The Board may discuss and may vote to approve or not approve the updated District Schedule of Charges.

Motion made by **Jessica Hudson** and seconded by **Pattie Park** to approve the updated District Schedule of Charged effective August 1, 2023. *Motion carried. JM-Yes, PP-Yes, EF-Yes, JH-Yes*

- V. The Board may discuss and may vote to approve or not approve the updated District Rules and Regulations.

Motion made by **Pattie Park** and seconded by **Everett Forbes** to approve the updated District Rules and Regulations effective August 1, 2023.

Motion carried. JM-Yes, PP-Yes, EF-Yes, JH-Yes

- VI. The Board may discuss and may vote to approve or not approve the rate adjustment for the fiscal year 2023-2024.

Motion made by **Jessica Hudson** seconded by **Pattie Park** to approve the rate adjustment for the fiscal year 2023-2024 effective August 1, 2023.

Motion carried. JM-Yes, PP-Yes, EF-Yes, JH-Yes

- VII. The Board may discuss and may vote to approve or not approve the Utility Relocation Agreement with Osage County for the relocation of an 8-inch waterline on Hold Road, JP34578.

Motion made by **Jessica Hudson** seconded by **Pattie Park** to approve the Utility Relocation Agreement with Osage County for the relocation of an 8-inch waterline on Hold Road, JP34578. *Motion carried. JM-Yes, PP-Yes, EF-Yes, JH-Yes*

- VIII. The Board may discuss and may vote to approve or not approve the Engineering Agreement in the amount not to exceed \$25,000.00, for Engineering Services with Bartlett and West for the relocation of an 8-inch waterline on Holt Road, JP 34578.

Motion made by **Pattie Park** seconded by **Everett Forbes** to approve the Engineering Agreement in the amount not to exceed \$25,000.00, for Engineering Services with Bartlett and West for the relocation of an 8-inch waterline on Holt Road, JP 34578.

Motion carried. JM-Yes, PP-Yes, EF-Yes, JH-Yes

- IX. PROPOSED EXECUTIVE SESSION TO DISCUSS THE EMPLOYMENT (review) OF THE DISTRICT MANAGER. 25 O.S. §307(B)(1).

A. Discuss then vote to convene in executive session. – **No Vote Taken**

B. Vote to acknowledge returning to open session. – **No Open**

C. Statement of executive session minutes (topics discussed and persons present). - **No Executive Session**

- X. The board may discuss and may vote to change or adjust the Manager's compensation, terms, or conditions of employment.

Motion made by **Pattie Park** and seconded by **Everett Forbes** to adjust the Manager's compensation by 5% yearly effective July 1, 2023.

Motion carried. JM-Yes, PP-Yes, EF-Yes, JH-Yes

XI. The Board will consider and may vote to approve or not approve minutes of the previous meeting. **May 9, 2023.**

Motion made by **Jessica Hudson** and seconded by **Pattie Park** to approve minutes of the previous meeting **May 9, 2023.** *Motion carried. JM-Yes, PP-Yes, EF-Yes, JH-Yes*

XII. The Board will review, consider, and may discuss the **May 2023** Financial reports.

XIII. The Board will consider and may vote to approve or not approve monthly expenditures. **May 2023.**

Motion made by **Pattie Park** and seconded by **Everett Forbes** to approve **May 2023** monthly expenditures. *Motion carried. JM-Yes, PP-Yes, EF-Yes, JH-Yes*

Complete list available for review anytime during normal business hours prior to meeting.

XIV. District #15 Operation’s Report – Johnna Kelley, District Manager.
The Manager presented a report on the District’s operations.

XV. The Board will consider and vote to approve or not approve New Applications, Transfers, Forfeitures, Line Extensions, and Developments.

Motion made by **Pattie Park** and seconded by **Everett Forbes** to approve (2) New Applications, (12) Transfers, (1) Forfeitures, (2) Line Extensions, (0) Hydrant and (0) Developments. *See attached. Motion carried. JM-Yes, PP-Yes, EF-Yes, JH-Yes*

XVI. Adjournment

Motion made by **Everett Forbes** seconded by **Jessica Hudson** to adjournment at 6:05 p.m. *Motion carried. JM-Yes, PP-Yes, EF-Yes, JH-Yes*

CERTIFICATION

WE, THE UNDERSIGNED, HEREBY CERTIFY THAT THE FORGOING IS A TRUE AND CORRECT COPY OF THE MINUTES OF THE BOARD OF DIRECTORS AND REFLECT THE ACTION TAKEN AT SAID MEETING.

JERRY MAGEE, CHAIRMAN

PATTIE PARK, VICE-CHAIRMAN

EVERETT FORBES, SEC/TREASURER

JESSICA HUDSON, DIRECTOR