

RURAL WATER DISTRICT NO. 6
MAYES COUNTY
9165 N. 440
Big Cabin OK 74332-8133
(918) 785-2950

MINUTES OF REGULAR MEETING JANUARY 11, 2024

The Board of Directors regular meeting of Rural Water District No. 6, Mayes County, OK, was called to order by Vice-Chairman Bill Fairsheets, on Thursday, January 11, 2024, at 7:30 pm. in the District Office. The January 11, 2024 regular meeting agenda was posted in compliance with the Oklahoma Open Meeting Act.

Members present: Bill Fairsheets, Dale Countryman, Joe Paysinger,
Mikel McDowell, Steven King, Jeff Kerr, Gary Utter

Members absent: Steve Hall, John McIntire

Reading of Minutes:

Bill Fairsheets called for reading of regular meeting minutes for November 9, 2023 and December 14, 2023. Mikel McDowell made the motion, seconded by Steven King to waive the reading of the November 9, 2023 and December 14, 2023 regular minutes and to approve them as presented. All members present were polled. There were no objections. Motion passed.

Financial Report: (see attached report)

Joe Paysinger made the motion, seconded by Steven King to approve the financial report. All members present were polled. There were no objections. Motion passed.

Public Participation (5 minute limit): None

Approve December Meeting Agenda Items:

Dale Countryman made the motion, seconded by Steven King to approve December 14, 2023 agenda items, except #11. Agenda item #11 was moved old business on January 11, 2024 agenda. All members present were polled. There were no objections. Motion passed.

Bobby Hamilton - claims area of leak was not cleaned up to his satisfaction - (RWD#6 has photo):
Mr. Hamilton was not at meeting.

Plant and Sewer Reports: (see attached report)

Doug Ray gave plant and sewer reports. He answered any question that were asked.

Approve Monthly Purchase Orders:

Joe Paysinger made the motion, seconded by Mikel McDowell to approve the Monthly Purchase Orders. All members present were polled. There were no objections. Motion passed.

Approve New Memberships, Transfers, etc:

Mikel McDowell made the motion, seconded by Jeff Kerr to approve new memberships, transfers, cancellations and re-instatements. All members present were polled. There were no objections. Motion passed.

Old Business:

Dale Countryman made the motion, seconded by Steven King to close DWSRF 2013 Loan account at Bank of Commerce, account is no longer needed. All members present were polled. There were no objections. Motion passed.

Unforeseen Business: None

Joe Paysinger made the motion, seconded by Steven King to adjourn. All members present were polled. There were no objections. Motion Passed.

Chairman

Secretary

Mayes Co RWD 6

GL INCOME - 11/1/2023 thru 11/30/2023

	Current Month	Year to Date	Unused			
Budget	Actual	Actual	Budget	MTD%	YTD%	
Operating Revenue						
Water Income	1,600,000.00	110,085.75	110,085.75	(1,489,914.25)	6.9	6.9
Penalties	18,000.00	1,470.26	1,470.26	(16,529.74)	8.2	8.2
New Memberships	48,000.00	4,800.00	4,800.00	(43,200.00)	10.0	10.0
Sewer - Pensacola	3,000.00	406.10	406.10	(2,593.90)	13.5	13.5
Total Operating Revenue	1,669,000.00	116,762.11	116,762.11	(1,552,237.89)	7.0	7.0
Operating Expenses						
Water Purchases	50,000.00	3,834.18	3,834.18	46,165.82	7.7	7.7
Salary Expense	300,000.00	23,521.25	23,521.25	276,478.75	7.8	7.8
Payroll Tax Expense	24,000.00	1,801.43	1,801.43	22,198.57	7.5	7.5
Retirement Expense	12,000.00	932.69	932.69	11,067.31	7.8	7.8
Loan Payments	185,000.00	14,892.43	14,892.43	170,107.57	8.0	8.0
Utilities	125,000.00	9,445.78	9,445.78	115,554.22	7.6	7.6
Telephone	3,000.00	210.54	210.54	2,789.46	7.0	7.0
Maintenance and Materials	160,000.00	20,809.95	20,809.95	139,190.05	13.0	13.0
Chemicals and Lab Supplies	200,000.00	13,769.52	13,769.52	186,230.48	6.9	6.9
Office Supplies	5,000.00	648.48	648.48	4,351.52	13.0	13.0
Insurance	135,000.00	8,057.26	8,057.26	126,942.74	6.0	6.0
Engineering	20,000.00	60.00	60.00	19,940.00	0.3	0.3
Professional Fees	10,000.00	4,500.00	4,500.00	5,500.00	45.0	45.0
Travel Expenses	6,000.00	400.00	400.00	5,600.00	6.7	6.7
License Renewal / Training	900.00			900.00		
Automobile Expense	20,000.00	1,203.27	1,203.27	18,796.73	6.0	6.0
Uniforms and Floor Mats	8,500.00	790.00	790.00	7,710.00	9.3	9.3
Bank Charges and Fees	500.00	7.50	7.50	492.50	1.5	1.5
Computer	2,000.00	100.00	100.00	1,900.00	5.0	5.0
Postage	12,000.00	1,386.00	1,386.00	10,614.00	11.6	11.6
Miscellaneous Expense	25,000.00	3,858.36	3,858.36	21,141.64	15.4	15.4
Total Operating Expenses	1,303,900.00	110,228.64	110,228.64	1,193,671.36	8.5	8.5
Net Operating Income(Loss)	365,100.00	6,533.47	6,533.47	(358,566.53)	1.8	1.8
Other Income						
Interest Income	10,500.00	1,118.25	1,118.25	(9,381.75)	10.7	10.7
Miscellaneous Income	5,000.00	630.00	630.00	(4,370.00)	12.6	12.6
Net Income(Loss) - w/ Capital Improver	380,600.00	8,281.72	8,281.72	(372,318.28)	2.2	2.2

Mayes Co RWD 6

GL INCOME - 11/1/2023 thru 12/31/2023

	Current Month	Year to Date	Unused			
Budget	Actual	Actual	Budget	MTD%	YTD%	
Operating Revenue						
Water Income	1,600,000.00	105,297.61	215,383.36	(1,384,616.64)	6.6	13.5
Penalties	18,000.00	1,536.47	3,006.73	(14,993.27)	8.5	16.7
New Memberships	48,000.00	3,200.00	8,000.00	(40,000.00)	6.7	16.7
Sewer - Pensacola	3,000.00	422.07	828.17	(2,171.83)	14.1	27.6
Total Operating Revenue	1,669,000.00	110,456.15	227,218.26	(1,441,781.74)	6.6	13.6
Operating Expenses						
Water Purchases	50,000.00	3,272.78	7,106.96	42,893.04	6.5	14.2
Salary Expense	300,000.00	35,160.00	58,681.25	241,318.75	11.7	19.6
Payroll Tax Expense	24,000.00	2,699.24	4,500.67	19,499.33	11.2	18.8
Retirement Expense	12,000.00	1,368.48	2,301.17	9,698.83	11.4	19.2
Loan Payments	185,000.00	14,892.43	29,784.86	155,215.14	8.0	16.1
Utilities	125,000.00	9,729.34	19,175.12	105,824.88	7.8	15.3
Telephone	3,000.00	4,863.24	5,073.78	(2,073.78)	162.1	169.1
Maintenance and Materials	160,000.00	5,012.18	25,822.13	134,177.87	3.1	16.1
Chemicals and Lab Supplies	200,000.00	10,061.08	23,830.60	176,169.40	5.0	11.9
Office Supplies	5,000.00	396.89	1,045.37	3,954.63	7.9	20.9
Insurance	135,000.00	8,057.26	16,114.52	118,885.48	6.0	11.9
Engineering	20,000.00	(500.00)	(440.00)	20,440.00	-2.5	-2.2
Professional Fees	10,000.00	1,851.30	6,351.30	3,648.70	18.5	63.5
Travel Expenses	6,000.00	200.00	600.00	5,400.00	3.3	10.0
License Renewal / Training	900.00			900.00		
Automobile Expense	20,000.00	2,171.83	3,375.10	16,624.90	10.9	16.9
Uniforms and Floor Mats	8,500.00	490.50	1,280.50	7,219.50	5.8	15.1
Bank Charges and Fees	500.00	7.50	15.00	485.00	1.5	3.0
Computer	2,000.00	123.27	223.27	1,776.73	6.2	11.2
Postage	12,000.00		1,386.00	10,614.00		11.6
Miscellaneous Expense	25,000.00	1,871.01	5,729.37	19,270.63	7.5	22.9
Total Operating Expenses	1,303,900.00	101,728.33	211,956.97	1,091,943.03	7.8	16.3
Net Operating Income(Loss)	365,100.00	8,727.82	15,261.29	(349,838.71)	2.4	4.2
Other Income						
Interest Income	10,500.00	951.09	2,069.34	(8,430.66)	9.1	19.7
Miscellaneous Income	5,000.00	360.00	990.00	(4,010.00)	7.2	19.8
Net Income(Loss) - w/ Capital Improver	380,600.00	10,038.91	18,320.63	(362,279.37)	2.6	4.8

Manager's Report December 14, 2023

For the Month of November, 2023

Meters Set: S. McGuire; Duh Farms; M. Larkins B. Dale; D. Whitenack; B. Shrum

Water Quality:

- A) TOC samples: 46%**
- B) TTHM & HAA5:**
- C) Total Coliform: All Good**
- D) Other: Nitrate and Sodium Good**

Projects:

We have received confirmation on the Duh line extension and the install is complete. We still need to move over the 2 taps currently on the old line and cap the old line. We have also received confirmation on the Carey Backward line extension and Cherokee Nation will be starting the install fairly soon.

We have finished the install of radio reads for another route. This gives us $\frac{3}{4}$ of the district done. We also had enough extra to install in Lakeland. We are not going to receive our next shipment of smart points to finish the last route before the January meter reads. I do not have a firm timeline yet as to when we will receive the last shipment.

Last month we repaired 8 water leaks, changed 2 regulators, set 6 meters, moved 1 meters, replaced 2 meter cans, changed 1 cut-off valves, and processed 32 locates. The total water loss for last month was 57%, and the adjusted after leak repairs was 46%. We are staying ahead of repairs on smaller leaks, but have not had enough time to focus on another area yet. We will be able to get back on track as soon as we get the last smart points installed and free up time and personnel.

MANAGER'S REPORT

January 11, 2024

For the Month of December, 2023

Meters Set: P. Everett x 2; A. Ruiz; R. Dickey

Water Quality:

- A) TOC samples: 40%**
- B) TTHM & HAA5:**
- C) Total Coliform: All Good**
- D) Other:**

Projects:

I have scheduled the office generator hook-up with Big Electric. We have issues with one of our chlorine analyzers and I am going to replace it with a different brand that our electrician has had good luck with so far. Omni has finally had their lab certified and we will start having them do some of our monthly water samples in February. They are not certified for all samples yet, but as they add equipment we will have them do those samples as well.

We have not received our next shipment of smart points yet. There is a hold up and the estimated delivery is mid-February. We only have around 450 left to install to finish the district. We are still waiting on 5 replacement meters for 2" sets, and 5 replacement heads for our master meters.

Last month we repaired 4 water leaks, changed 2 regulators, set 4 meters, moved 0 meters, replaced 0 meter cans, changed 1 cut-off valves, and processed 45 locates. The total water loss for last month was 53%, and the adjusted after leak repairs was 42%. We are staying ahead of repairs on smaller leaks, but have not had enough time to focus on another area yet. We will be able to get back on track as soon as we get the last smart points installed and free up time and personnel.