Pursuant to the Open Record's Act: The minutes of the Rural Water District No. 17, LeFlore County are available to its members upon request. Copy rates are posted at the RWD No. 17 LC office and are on file with the County Clerk. Approved minutes will also be available at our website https://lcrwd17.myruralwater.com

Rural Water District No. 17, LeFlore County

Board of Directors Meeting Minutes

March 10, 2026

6:00 pm

- **Prayer:** Jean Conklin opened the meeting with prayer.
- **Roll Call:** Present: Vicki Cearnal, Chairman; Ronny Blake, Vice Chairman; Jean Conklin, Secretary; Kendle Ortiz, Treasurer; Buck Roba, Member-at-Large.

  Guests: Billy Page, Operator; Shelly Goodson, Office Manager; Tia Pollick; Dan Furney. Sign-in sheet is on file with these Minutes.
- **Call to Order:** The meeting was called to order at 6:04 pm.
- **Approval of Agenda:** Vicki Cearnal moved to approve the agenda as filed, with one addition to add a Bank Account under New Business. Kendle seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The agenda as modified was approved unanimously.
- **Secretary's Report:** Jean Conklin, Secretary, presented the Minutes of the February 10, 2026 Board of Directors Meeting. Ronnie noted his amendment and motion under "New Business/Item 1 (Kiamichi River Bore plans)" should be corrected to say "5' on the base bid with an alternate bid of 10', with the understanding if the 10' bid is accepted, they will deduct the 5' portion." The correction was noted and read aloud. Ronnie approved of the correction as stated above. Kendle moved to approve the February 10, 2026 Minutes as corrected. Ronnie seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion passed unanimously.

  Kendle Ortiz, outgoing Secretary, presented the Minutes of the January 17, 2026 Annual General Membership Meeting and the Minutes of the January 17, 2026 Board of Directors Meeting. Kendle moved to approve both Minutes from January 17, 2026. Ronnie seconded the motion. The motion was passed unanimously.
- **Treasurer's Report:** Kendle Ortiz presented the Treasurer's Report for February 2026. Kendle moved to approve the February 2026 Treasurer's Report. Buck seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion passed unanimously.

  Kendle noted that he P&L Report is a total valuation of all accounts; net income includes ALL income, including grant monies.

There was discussion about the source of funds for miscellaneous expenses. Shelly Goodson, Office Manger, explained the source of funds is a mixture of accounts that are invoiced, including office supplies/misc small expenses.

There was discussion about how and when bills are paid. It was suggested that Shelly hold all non-urgent bills for signing at the next scheduled monthly Board meeting so all Board members in attendance can review them. Shelly was instructed to continue to summon individual board members for urgent bills that cannot wait until the next scheduled Board meeting. Urgent bills will be paid with 2 signers as usual, and those individual invoices with a copy of the check will be included for Board review at next scheduled Board meeting. It was noted that this procedure should be detailed and included in the next adoption of the District Policies and Procedures.

- **Grants Update:**

1. Update: Standpipe and Line Replacement, funded by DWSRF/SUDC/ Choctaw Nation: Billy Page presented his Operator's report, attached. He noted that the 10' perforated drain pipe for the new sump pump at the StandPipe is proving to be inadequate. Vicki requested Billy to reach out to Randy Debo about inadequate plans on the drain pipe.

Billy noted there have been problems on the line construction with cleanliness with the boring & flagging crew. Inattention to keeping the highway clean has been problematic. Buck will contact Jason Kennedy, DOT. Ronnie will contact the Dist. Superintendent Highway Dept.

Billy suggested purchasing a Flush Hydrant for the remainder of the construction process, to assist in keeping the water free of soil/contaminants whenever our existing pipe is ruptured by the construction crew (which Billy indicated has been happening too frequently). He suggested installing the Flush Hydrant on the existing line, and moving it as the contractor moves down the line. Estimated cost = $1.5 to $3K for Flush Hydrant plus install & misc parts. Billy will get prices. Vicki will talk to Brandon Wall about the flush hydrant.

2. Update: Kiamichi River bore Project: Vicki reported that Aaron Mears (Mears Engineering) believes he can stay under the bid to do the deeper bore. Vicki intends to do a conference call with Aaron. She anticipates a 2nd set of documents will be coming to us soon.

3**. Update: RIG Equipment Update:** Shelly has 3 bids that includes Spray Equipment, Weed Eater, miscellaneous parts and meters. Billy will follow through with DEQ and other appropriate agencies to stay in compliance.

2. Update: ORWB grant consideration for line replacement of Pipe Springs: Vicki reported that a grant for $1,158,925.00 will be awarded soon, to replace all the line from the Kennedy Memorial to Booster #1 to Booster #3 to Pipe Springs. Aaron Mears indicated that taking care of line replacement may mean that Booster #3 can be removed. This should resolve our current DEQ violation that has a Consent Order on Booster #3. New 6" line will be from the Kennedy Memorial to the pump house; 4" line from the pump house (Booster Station #1) to the end of the line, or as far as the money will let it go. Billy will inquire where the 2" pipe on the plans will be used.

Vicki explained why our District #17 is being selected for this grant: (1) We have a great working relationship with ORWB; (2) Although Vicki wrote the grant for this 2 years ago; it is shovel-ready and we were the only district that met the criteria.

- **New Business:**

  1. Approve Pay Application 5 on the Standpipe/Line project - $3500. Funds come from DWSRF Grant.

  2. Approve the amended Pay Application #4 for SUDAC (Small, Underserved, Disadvantages Communities) = $127,590.04. This payment has already been approved by the Engineer.

  Vicki moved to approve DWSRF Pay Application #5 for $3,500, and SUDAC Pay Application #4 for $127,590.04. Kendle seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion was passed unanimously.

  3**. Discussion and action on balance of grant funds from OWRB after the note payoff to Communities Unlimited relating to reimbursement of match and out-of-pocket costs on the ORWA Rural Infrastructure Grant #2.** The question to the Board is: Where do we want to put the $?

  Kendle suggested to reimburse the Savings Account for the recent withdrawals; Kendle will figure out $ amount.

  Discussion was held on the need to get bank auto-transfers shut off and fees reimbursed. We need to communicate with our current accountant (Pecks) = need another CPA. We pay her $350/month, but the last invoice was almost a year ago. Vicki would like to see us get new accountant by year-end. Kendle suggested because we are tax exempt, Quickbooks could give us total control of payroll for $70/month. Shelly was asked to reach out to Peck to find out where we are in our commitment to her. Kendle & Shelly will work together on setting up Quickbooks.

  4**. Open new account with 1st National Bank for the ORWB/PIpe Springs Grant.** $150 is required to open a new account. Vicki moved to open a new account at 1st National Bank for the new ORWB/Pipe Springs Grant. Kendle seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion was passed unanimously.

  4**. Reimburse Savings.** Kendle moved to move the money (that was used for our recent cash shortfall) from the Checking account back into Savings account, with the Balance remaining in the Operating Fund. Vicki seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion was passed unanimously.

- **Old Business:** There was no Old Business.

- **Adjournment:** Having no further business, Ronnie moved to adjourn the meeting. Buck seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion was passed unanimously. The meeting was adjourned at 7:25pm.

Signed: [signature]

Seal: