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

April 14, 2026

6:00 pm

- **Roll Call:** *Present:* Ronny Blake, Vice Chairman; Jean Conklin, Secretary; Kendle Ortiz, Treasurer; Buck Roba, Member-at-Large.

  Excused Absence: Vicki Cearnal, Chairman (attended partial meeting via phone)

  Guests: Billy Page, Operator; Shelly Goodson, Office Manager; Kathleen Matthews, Fred Matthews. The Sign-in sheet will be on file with these Minutes.

- **Call to Order:** Vice Chairman Ronnie Blake called the meeting to order at 6:06 pm.

- **Approval of Agenda:** Kendle Ortiz moved to approve the agenda as filed, with one addition to add a Riding Mower Purchase for Discussion under New Business. Jean Conklin seconded the motion. 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 March 10, 2026 Board of Directors Meeting. There were no corrections. Kendle moved to approve the March 10, 2026 Minutes. Ronnie seconded the motion. Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion passed unanimously.

- **Treasurer's Report:** Kendle Ortiz presented the Financial Report for March 2026.

  Jean noted that there are approximately $1400 30-60 day outstanding customer payments. Kendle and Shelly indicated they are all being pursued per our standing procedures, with the bills generally going out on the 15th, and sometimes customers don't realize they haven't paid the current bill, which accounts for some of the 30-day accounts. There was a discussion about shutoff procedures for overdue accounts. Jean referred the Board to review the standing operating procedures in the District Policy & Procedures, Items E, F, and G.

  Buck moved to approve the March 2026 Financial Reports. Kendle seconded the motion. Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion passed unanimously. The Financial Report will be filed with these Minutes.

- **Grants Update:**

  1. Update: Standpipe and Line Replacement, funded by DWSRF/SUDC/ Choctaw Nation: The recent construction meeting group indicated they are 6-8 weeks to line replacement completion, with several river bores remaining. We are 84.6% completion on the DWSRF/SUDC funding, with all the Choctaw funding remaining.

  2. Update: Kiamichi River Bore Project: Mears engineering was not represented at this meeting, but Vicki reported that Aaron Mears (Mears Engineering) has submitted documents to USDA. USDA has submitted Mears' plan + specifications + bid package to their engineer for approval. We are in the waiting mode for approval.

  3. Update: RIG Equipment Update: Billy indicated he is ready to purchase all the items requested on the grant. Discussion was held about which sources and forms of payment are allowed by the grant. For cash purchases, it was suggested that Billy be authorized to negotiate with suppliers to get the best deal, and move ahead on the purchase. Discussion followed that grants have very specific guidelines, and every purchaser needs clarification to avoid disqualification of purchases. Inasmuch as this Treasurer and Office Manager have not previously processed a RIG grant, Kendle volunteered to get purchase & reimbursement process clarification from Kelley Brown at ORWA's RIG grant program. It was suggested that Shelly create a flow-chart to outline the purchasing & reimbursement process for this grant since there are so many supplies from various suppliers. Ronny suggested we authorize Billy to purchase the RIG Grant materials.

  4. Update: ORWB grant for line replacement of Pipe Springs: Vicki reported that the Survey preparation work is underway. Mears Engineering expects to have surveyors on ground within 2 weeks.

  5. Update: Silk Purse Grant. Jean indicated the work is essentially completed, so there was no activity to report. She is still waiting on a price comparison on a small refrigerator. Ronnie offered to check into pricing at Ron's Supply.

- **New Business:**

  1. Approve Pay Application 6 on the Standpipe/Line project. Funds come from DWSRF Grant. Kendle moved to approve DWSRF Pay Application #6. Buck seconded the motion. Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion was passed unanimously.

  2. Lawn Mowing Needs. Vicki has been privately donating lawn care at the office for the past 4 years; she has recently turned that responsibility back to the District to absorb. Cost is $75/mowing every 2 weeks for 6-8 months, depending on the weather. Discussion was held comparing hiring someone to mow - vs. purchasing a new riding mower - vs. purchasing a used riding mower. Billy noted a district-owned mower would be useful to expedite his significant weed-eating routine. Billy suggested the purchase of a new riding mower because of warranty considerations. Billy was instructed to shop for new riding mowers and present his preference at the next Board Meeting. Buck offered to pursue availability of a used riding mower and will present his findings at the next Board Meeting. No process was outlined for yard care during the interim.

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

- **Adjournment:** Having no further business, Kendle moved to adjourn the meeting. Buck seconded the motion. Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion was passed unanimously. The meeting was adjourned at 7:01pm.

Signed:________________________ Seal: