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

August 04, 2026

5:00 pm

- **PRAYER:** Vicki Cearnal 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: Shelly Goodwin, Office Manager; Billy Page, Operator; John Butler.
- **CALL TO ORDER:** Chairman Vicki Cearnal called the meeting to order at 5:06 pm.
- **APPROVAL OF AGENDA:** Vicki moved to amend the agenda to include Buck's report on the fuel tank. Kendle seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion to amend the agenda passed unanimously. Vicki moved to accept the amended agenda. Kendle seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. **The motion to approve the amended agenda passed unanimously.**
- **SECRETARY'S REPORT:** Jean Conklin, Secretary, presented the Minutes of the July 14, 2026 Board of Directors Meeting. Kendle moved to approve the July 14, 2026 Minutes. Ronny seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion passed unanimously. **The July 14, 2026 Minutes were approved.**
- **TREASURER'S REPORT:** Kendle Ortiz, Treasurer, presented the Financial Report for July 2026. The Billing Recap for June 2026 was $15,262.38. The Billing Recap for July 2026 was $16,765.61, which is up from the prior months. Hopefully this trend will continue. We still have a significant amount of water loss. Our water loss cost YTD is $32,724.48, which is a constant drain on our finances.

  Vicki asked Billy to reach out to get the old WATER LOSS report from Deb - to help isolate how much we flush, give away, lose, etc.

  We have 1 new customer. (Gary Rose/hwy 63), lost 1 customer (Kenny Pipkin).

  Jean moved to approve the July 2026 Financial Reports. Ronny seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. The motion passed unanimously. **The August 4, 2026 Treasurer's**

Report and the June 31, 2026 Financial Reports were approved unanimously and will be filed with these Minutes.

- **OPERATOR'S REPORT:** Billy Page, Operator, summarized his July 14 - August 04 Operator's Report. Discussion was held. The Operator's Report will be filed with these minutes.

- **GRANTS UPDATE:**

  1. Update: Standpipe and Line Replacement, funded by DWSRF/SUDC/ Choctaw Nation: The only remaining item of completion on the original part of the project is to install one Pressure Reducing Valve. The line still needs to be pressurized, and this will begin soon. The contractor will begin the line extension with the remaining funds including the contingency funds & will continue until the budget is fully spent.

  2. Update: OWRB grant for line replacement of Pipe Springs: Aaron Mears, Engineer, assured us during today's PreConstruction meeting that the September 30 project completion deadline would be waived by the granting agency. Vicki will pursue that to confirm. The project is scheduled to begin as soon as all the paperwork is completed, hopefully within a week.

  3. Update: Kiamichi River Bore Project: See item 4, New Business.

- **NEW BUSINESS:**

  1. *Review of bid tabulations, consider and approve low bid contractor for Pipe Springs line remediation project.* Bid Tabulations were done with Aaron Mears on the phone. Tonite's recommendation is to approve the contractor. The price can be negotiated how ever we want = we are not voting on the cost, we are voting on the contractor. Once contractor is selected we. can go into negotiations. Funding agency wants us to negotiate changes in original contract; then we can remove items. After we select the contractor, Attorneys will review the contract. Timing is extremely close, since the original deadline was August 1 and must be complete by the already extended date of September 30. It is possible the money can be clawed back by the funding agency iff we don't meet the date. Contractor agrees to 60 days — he will have to pay difference if he cannot make the 60 day deadline. (Typically they wait for attorney to approve contract, but the engineer went ahead with the preconstruction meeting. When he provides submittals, they will provide schedule, etc. Onsite rep, John Butler, will be there to look over it. Will have access to Daily reports on Wall program. Vicki moved to use Canyon creek Construction as the Pipe Springs Project contractor. Buck seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. **The motion to use Canyon Creek Construction for the Pipe Springs project passed unanimously.**

  2. *Approve pay application dated July 20, 2026 for standpipe/line project in the amount of $42,094.97 for the standpipe/line project, to include contractor fees to be paid from Choctaw Nation funds.* **Kendle moved to approve the pay application dated July 20,2026 in the amount of $42,094.97, to pay Lone Hickory which will be submitted to Choctaw Nation of Oklahoma.** Jean seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. **The motion passed unanimously.**

3. *Approve change order for additional line to be replaced along Highway 63 from unused funds out of the original Choctaw Nation grant (unused contingency and inspection funds).* **Vicki moved to table the item pending availability confirmation of unused contingency and inspection funds.** Jean seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. **The motion passed unanimously.**

4. *Resolution to apply for a loan from Communities Unlimited for the additional funds (approximately $22,000) to the Kiamichi River Bore project from USDA.* **Ronny moved to apply for a Communities Unlimited loan in the amount of $22,067.70 at 6% with a 10 year term. Monthly pmt will be $245.01.** Kendle seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. **The motion passed unanimously.**

5. *Review and action on 2025 Audit and approval of invoice payment for the same.* Shelly and Vicki will provide the additional items requested. **Kendle moved to approve the invoice for the 2025 Audit upon completion of the Audit.** Ronny seconded the motion. *Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea.* ***The motion passed unanimously.***

6. *Discussion and action on RIG 4 grant funds received of $23,495.00, either to replace savings or put in operating funds.* RIG 4 grant funds have been received. **Ronny moved to place $10,000 in our operating account and the balance into savings.** Buck seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. **The motion passed unanimously.**

7. *Bank account view-only access for our Office Manager.* ***Vicki moved we add an agenda item to discuss view-only bank access for our Office Manager.*** Kendle seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. **The motion to amend the agenda passed unanimously.** Vicki explained the difficulty Shelly is experiencing with the bank since she is not a signer on the account. Since Shelly is the one handling the day-to-day banking activities, Shelly needs full visibility of our banking picture: authorization to be able to discuss issues with the with all the bank accounts, BillPay services, and any billing issues. Signers on the account will continue to make all transfers and withdrawals, etc. ***Vicki moved we authorize our Office Manager to have full view-only access for all bank accounts and BillPay services.*** Kendle seconded the motion. Vicki voted yea, Ronnie voted yea, Jean voted yea, Kendle voted yea, Buck voted yea. **The motion to passed unanimously.** Vicki will send a letter to our bank along with a copy of these minutes.

8. *Discuss everyone looking at all checks.* Jean mentioned the need for more thorough Board awareness of expenses. With only 2 signers on every check, that leaves 3 board members who may not have full awareness of every transaction. This has caused some frustration in the past. The board previously agreed that all 5 Board members approve every AMEX bill. Jean requested that we set up some kind of sign-off system to assure all Board members have seen all checks that are being signed at meetings. It was agreed that all Board members will take time to review all checks and accompanying invoices at every meeting, and will initial every check stub. Urgent check distribution mid-month are excluded from this requirement. This procedure needs to be added to the next revision of the Policies and Procedures.

- **OLD BUSINESS:** *Report on fuel tank from Buck.* Buck reported that McGraw Propane has offered to provide Tank, Filters & Delivery @ the current day's delivery price (today's price is $3.69/gal.) No Tank rental will be charged. The locked tank will be located at Billy's house, with Billy's approval. Vicki asked Buck to get 1 more bid from a different supplier, and to secure written bids from both companies, to submit at the next meeting.

- **ADJOURNMENT:** Having no further business, Vicki moved to adjourn the meeting. Kendle 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 6:04 pm.

Signed: Jean Conklin

Seal: