

**NOTICE OF SPECIAL MEETING  
AND  
(CANCELATION OF REGULAR MEETING)  
OF  
ADAIR COUNTY RURAL WATER DISTRICT NO.5**

As required by 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Board of Directors of Rural Water District #5 will hold a meeting as listed below

**DATE: Tuesday, September 3, 2024**  
**TIME: 6:00 P.M.**  
**PLACE: RWD No. 5 Office; 73198 South 4670 Road, Proctor, OK 74457**

**AGENDA**

**I. CALL TO ORDER**

1. Roll call & Establish quorum  
Ivan Hargis — Chairman of the Board  
Kevin Hooper — Vice Chairman  
Vickie Hanvey — Secretary/Treasurer  
Colt Weaver — Member  
Megan Langley — Member
2. Approval of Notice
3. Public Comments (Refer to public comment policy. Board Meeting Participants can be provided a copy.)



**II. BUSINESS**

1. Discussion, consideration and approval of the following items;
  - a. Minutes
  - b. Transfers, Payouts or Relinquishments
  - c. Adjustment/Corrections
  - d. Payment of Claims
    - i. Extreme Utilities
2. Financial Report- NEO Accounting Services, Jaci Taylor
  - a. Discussion and possible action: Financial Report
  - b. Discussion and possible action: IRS Notice
  - c. Discussion and possible action: Meter reading & Billing
  - d. Discussion and possible action: Ok State Special Purpose Entity (SAM.gov registration)
3. Paystation and Phone System- Treasurer Vickie Hanvey
  - a. Discussion and possible action: Paystation update
  - b. Discussion and possible action: Phone system auto attendant update
  - c. Discussion and possible action: WFD surplus radios
4. Funding and Audit Status- Treasurer Vickie Hanvey
  - a. Discussion and possible action: ORWA RIG Grant application update
  - b. Discussion and possible action: Meter installations
  - c. Discussion and possible action: Adair County ARPA remaining funds
  - d. Discussion and possible action: REAP Grant application

- e. Discussion and possible action: EPA Region 6 SRF and BIL funding
- 5. DEQ- Rocky Overgaard
  - a. Discussion and possible action: NOV dated 8/16/2024
  - b. Discussion and possible action: NOV dated 8/21/2024
  - c. Discussion and possible action: DEQ Inspection Report (5/20/2024)
  - d. Discussion and possible action: Notice to Members
- 6. OKAC Report- JR Welch / Matt Bryan
  - a. Discussion and possible action: Monthly Report (not received as of 8/30)
- 7. Operator Report- Terry Wood (no report received)
  - John Turtle (report attached with invoice)
  - a. Discussion and possible action: Work order status
  - b. Discussion and possible action: EPA Lead Testing due October 2024
  - c. Discussion and possible action: Additional testing requirements
- 8. ORWA Report- Doug Hall (no activity to report since last meeting)
- 9. Possible Executive Session
  - A. Motion to vote to convene into executive session pursuant to 25 O.S. §307(B)(1) & (7) for the purpose of
    - 1. Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee;
    - 2. Discussing negotiations concerning employees and representatives of employee groups;
    - 3. Discussing the purchase or appraisal of real property;
    - 4. Confidential communications between a public body and its attorney concerning a pending investigation, claim, or action if the disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigations, or processing in the public interest.
  - B. Motion and vote to return to open session.
  - C. Minutes compliance announcement: No vote or action taken during executive session.
- 10. Discussion and possible action: Draft By-laws
- 11. Discussion and possible action: ORWA Delegate (Special Meeting)

**III. NEW BUSINESS**

This item is provided on the agenda for any discussion of business brought before the board after the agenda was filed and posted.

**IV. ADJOURNMENT**

STATE OF OKLAHOMA, Adair County, Filed for record  
 on this day at 3:20 PM  
 Book \_\_\_\_\_, at Page \_\_\_\_\_.

**AUG 30 2024**

Documentary Stamps: \$ \_\_\_\_\_  
 Timothy Fishinhawk, Adair County Clerk  
 By SW Deputy