

**NOTICE OF SPECIAL MEETING
(Cancellation of Regular Meeting February 6, 2025)
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: Friday, February 7, 2025
TIME: 6:00 P.M.
PLACE: RWD No. 5 Office; 73198 South 4670 Road, Westville, OK 74457

AGENDA

I. CALL TO ORDER

1. Roll call & Establish quorum
 - Vickie Hanvey Chairman of the Board
 - Megan Langley Vice Chairman
 - Kris Kirk Secretary/Treasurer
 - Kevin Hooper Member
 - Rod Garman Member
2. Approval of Notice
3. Flag Salute and Invocation
4. Public Comments (Refer to public comment policy. Board Meeting Participants can be provided a copy.)

II. BUSINESS

1. Discussion and possible action: Minutes
2. Discussion and possible action: Board Meeting Duration
3. Discussion and possible action:
 - a. Transfers, Payouts or Relinquishments
 - b. Meter reading and Billing Report
 - c. Adjustments List
4. Financial Report- NEO Accounting Services, Jaci Taylor
 - a. Discussion and possible action: Financial Report
 - b. Discussion and possible action: Payment of Claims
5. Funding and Audit Status
 - a. Discussion and possible action: ORWA Funding Agency Coordinating Team meeting invitation
 - b. Discussion and possible action: Draft Audit Status
 - c. Discussion and possible action: ORWA RIG Grant Status
 - d. Discussion and possible action: REAP Grant application Status
6. Office Operations Report
 - a. Discussion and possible action: Resolution 2025-1 Payment Plan
 - b. Discussion and possible action: Resolution 2025-2 Curtesy Credit for Leak Adjustment
 - c. Discussion and possible action: Task List
 - d. Discussion and possible action: Post Office Box
 - e. Discussion and possible action: Phone system auto attendant
7. Operator Report- John Turtle (report attached with invoice)
 - a. Discussion and possible action: Work order status

8. 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.

9. Discussion and possible action: Office Manager Timesheet & Employment Matters

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 4:15 pm
Book _____, at Page _____

FEB 05 2025

Documentary Stamps: \$ _____
Timothy Fishingham, Adair County Clerk
By TK Deputy