# NOTICE OF REGULAR MEETING 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:

Thursday, June 5, 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

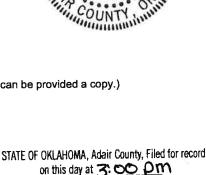
Rod Garman

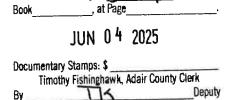
Member ..

- 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: May Minutes
- 2. Discussion and possible action:
  - a. Transfers, Payouts or Relinquishments
  - b. Meter reading and Billing Report
  - c. Adjustments List
  - d. Certified Letters & Cut off Update
  - e. Paystation: not updated with monthly account detail
- 3. Financial Report- NEO Accounting Services, Jaci Taylor
  - a. Discussion and possible action: Financial Report
  - b. Discussion and possible action: Payment of Claims
- 4. Funding and Audit Status
  - a. Discussion and possible action: The Baker Group, Randy Nelson
  - b. Discussion and possible action: Communities Unlimited Update
  - c. Discussion and possible action:
    - i. 2020, 2021, 2022 Audits
    - ii. 2023, 2024 Audits; Kimble
    - iii. Submission to ORWA Grant Reimbursement
  - d. Discussion and possible action: ORWA RIG Grant Status
- 5. Office Operations Report
  - a. Discussion and possible action: Task List
- 6. Operator Report- John Turtle (report attached with invoice)
  - a. Discussion and possible action: Work order status
  - b. Discussion and possible action: Cherokee Nation PFAS testing





### 7. 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.
- 8. Discussion and possible action: Response to Oklahoma AG Office
- 9. Discussion and possible action: Office Manager Job Description
- 10. Discussion and possible action: Verizon proposal

## **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