# Minutes of Meeting of Directors
# Cherokee County RWD 13
# 20102 W Cookson Bend Rd - Cookson, OK 74427
# Thursday August 21st, 2025 at 1:00 pm

Directors: Cory Beights, Tim Bowmar, Pat Willaims, Susan Cresswell
Staff: Jesse Dry- Plant Superintendent, Hisham Sokhun- Operator, Brian Blair- Office
Guests: Jonathan Pipkins (Myers Engineering), Larry and Mary Westbrook

Pursuant to the laws of the state in which this corporation is organized, and its bylaws, a meeting of the Directors of the Corporation was held at CCRWD 13 20102 W Cookson Bend Rd, Cookson, OK on August 21st, 2025 per the agenda posted August 19th, 2025 at 1:00 p.m. pursuant to public notice requirements thereof in writing and posted on the gate of the Business office. Present at the meeting was a quorum of Directors. The meeting was duly called to order by Cory Beights at 1:02 p.m. The following items of business were resolved:

**CONSENT AGENDA**

1. Approval of Minutes from July Regular Meeting: Motion: Tim Bowmar to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye, Susan Cresswell, aye.
2. Payment of Claims- Noted a large payment to Quicksilver for new filter skid project- Motion: Tim Bowmar to approve, 2nd: Susan Cresswell, motion carried to wit: Cory Beights, aye, Pat Williams, aye.
3. Financial Report- Financial situation appears to be stable. Motion: Tim Bowmar to approve, 2nd: Susan Cresswell, motion carried to wit: Cory Beights, aye, Pat Williams, aye.
4. Cut-offs: Motion: Cory Beights to approve, 2nd: Tim Bowmar, motion carried to wit: Susan Cresswell, aye, Pat Williams, aye.
5. Forfeitures: - 1631 Old Dollar General Motion: Tim Bowmar to approve, 2nd: Susan Cresswell, motion carried to wit: Cory Beights, aye, Pat Williams, aye.
6. Adjustments- none this period
7. New Memberships/Transfers for approval- Sellmeyer (Flint Ridge 2nd lot), Lenington (Flint Ridge)- noted that after today there are 5 new meters preapproved for Flint Ridge. Motion: Tim Bowmar to approve, 2nd: Susan Cresswell, motion carried to wit: Cory Beights, aye, Pat Williams, aye.

**UNFINISHED BUSINESS**

Discussion, Action, Report:

1. Operator Report – Jesse Dry (plant operations/line maintenance)
   Waiting on Memcor to troubleshoot new system. He can hear something wrong but can't locate. Repaired 6-7 leaks this period (one 6" line by the fire station and one 3" near 550Rd of note)
2. Office- Brian Blair

- 271 #15
- Myers Engineering Invoice 223015-10
- Myers Engineering Invoice 223177-9
- Quicksilver Utility Contracting pay application #3
- Budget Revision Letters (request to move money from contingency budget to the construction budget on the 271reimbursement form (Chairman Signature) Motion: Tim Bowmar to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye, Susan Cresswell, aye.
- Myers Engineering Safe Drinking Water/ DEQ 252:656-13-1 (Residual Management Plan)- There are no current issues just need to have document on file. Motion: Susan Cresswell to approve, 2nd: Pat Williams, motion carried to wit: Cory Beights, aye, Tim Bowmar, aye.

**NEW BUSINESS**

Discussion & Action:

Discuss and possible action reference Jonathan Pipkins (Myers Engineering) - Update on current projects. Discuss possible action regarding the filter installation, RIG grant and the intake dock project. Filter System: CIP spacers in place, 3" supply connected but needs paint. Need tubing finished by Tuesday along with 8 port distribution block. Quicksilver's promptness was discussed noting that they are not working on this project regularly. Dock: Still need security fence for panels, warning signs on intake, security gate, insulate pipes and hoses and set buoys.

Discuss and possible action reference Change Order #1 for Quicksilver and Change Order #4 for K&M Welding- Typo on document/ table till next meeting.

Discuss and possible action reference adaptation of new Emergency Response Plan
Compliance with Sec 1433 of Safe Drinking Water Act of 1996 Motion: Tim Bowmar to approve, 2nd: Susan Cresswell, motion carried to wit: Cory Beights, aye, Pat Williams, aye.

**ADJOURNMENT:**

There being no further business before the Board, **Cory Beights called the meeting adjourned at 1:42 p.m.**

Respectfully Submitted,

Brian Blair

Brian Blair, Office

Susan Cresswell

Susan Cresswell
Board Secretary