

Meeting Minutes
Choctaw Utilities, Inc.
Board of Directors Quarterly Meeting – Conference Room Lodge
Wednesday, August 25, 2021

Call to Order: 7:03 pm

Roll Call in Attendance: Dave Lohrer, Dave Rankin, Bob O'Connor, Dave Rodgers, Kathi Platter, Kent Feliks, Verlyn Bailly – Jim Moran, Mike Casimir, Marti Schmidt

Kathi Platter was welcomed as the CLPOA liaison to the CU Board.

Meeting Minutes: minutes from multiple meeting reviewed:

5/3/21 Meeting Minutes reviewed and discussed

Motion to accept meeting minutes, seconded – Motion carried 6-0

7/12/21 Special Meeting, Executive Session reviewed and discussed

Motion to accept corrected meeting minutes, seconded – Motion carried 6-0

7/22/21 reviewed and discussed, spelling and corrections made

Motion to accept corrected meeting minutes, seconded – Motion carried 6-0

Dave Rankin will make corrections of the Special Meeting minutes and forward to Marti to post on the website.

Treasurer Report – Dave Rankin

Dave R. reported on the balances in the bank accounts with revised figures that he submitted to the CLPOA for their BoT meeting July 13th, 2021 – Kathi Platter suggested that she meet with Dave R. about reviewing general ledger reporting vs. actual bank statements/reports. Discussion of what reporting the board wants/requires going forward – P&L, BalSht and Budget vs Actual. Email fiscal year General Ledger to Treasurer for review. Documents to Treasurer two days before meeting.

Emergency Plan Exercise – Verlyn Bailly

A few items need to be reviewed and updated to meet standards – emergency exercises have 10 items that need to be exercised every 5 years – first 2 items to be completed are short-term power outage and extended power failure. Results are required to be sent to EPA by January 2022 to be compliant. Estimated completion date is September.

Investment Committee – Verlyn Bailly and Dave Rankin

Initial investment of \$300,000 to \$500,000 – spoke to Woodberry out of Dayton, Edward Jones, and possibly Travis Fling of Morgan Stanley. Need an investment policy before going forward. CLPOA has such a policy and Dave L. forwarded to the Board for consideration and adoption.

Administrative Report – Marti Schmidt

Aging: 4 past due, all have liens in place. 1 in probate, 1 water shut-off and house vacant?, 2 haven't paid since September 2020 – given to Jim to shut water off in February of this year. They are habitual non-payers. Jim requested a written policy/procedures to give to water shut-off property owners who to contact to get water turned back on.

MC Tax Complaint: Marti went to Complaint continuation meeting with Dave Lohrer and CSH Thomas Lacy – school board agreed to drop claim if indeed MC determined we were taxed “twice”; Jennifer Hunter, MC Auditor agreed that it looked like we were – they will issue their response to our complaint. Once determination is mailed, school board has 30-days to challenge. School boards attorney agreed to accept valuations and will expedite response to the County of no challenge so we can get our money refunded quicker.

2-year full audit: successfully completed

Operator’s Report – Jim Moran

SOC testing, VOC testing radiological – results for SOC and VOC were non detectible. New Plant testing weekly/biweekly all in range. New plant performance normal and routine; some minor glitches and maintenance items that need to be addressed. Tonka will come in October for annual scheduled maintenance. End of year testing is done, waiting on results. Only item left is 20 lead and copper testing.

Concrete tank/clearwell (above ground) exterior sealing/painting is needed. Jim has proposal from WoW Painting – product will last 2-3 years \$2,700 or 8-10 years \$6,600 – Jim recommends 8-10 year product. Painting can be done with no plant shut-down and should be done as weather cools to reduce possible condensation on wet paint. Jim will scan and send WoW Paintings proposal to the board members for review and final approval as the contractor.

Motion to seal/paint the clearwell, not to exceed \$7,000, seconded – Motion carried 6-0

New chemical pump was purchased and is in inventory.

Mike started training as Plant Operator August 1st with Jim – going well. Jim started with broad overview and now is going into details: valves, wells, electrical, aquafer, distribution, etc.

Items to Purchase: locator and buzzer to find inground lines, safety equipment (aprons, gloves, face shields, lockers, earplugs). Push bars on doors of plant. Cleaning equipment like vacuum, brooms, etc.

Electric and cable has been removed at old plant, building to be taken down. Tree infringing on tower and needs trimmed. Jim will get quotes.

Old Business

- Electronic Motion 7/28/21 – Employment agreement Schmidt completed and approved
- Property Tax Appeal – discussed under Admin Report
- Discussion of Jim Moran/Mike Casimir Plan (done in executive session)
- Roll call resolution to close Chase Account

Motion to close the Chase checking account ending in 8851, and move funds to the HNB checking account, seconded Roll call vote all in favor Motion carried 6-0

New Business

- GIS Mapping – Dave Lohrer/Mike Casimir
iamGIS can map system, has data & digital storage with back-up. Mike can use for CLPOA and CU – map and notate valves, curb boxes, hydrants. Has the ability to see if valve closed, which house/s will be affected and generate list to notify those property owners. Generates work orders, etc. It's a management system, not just a tracking. One-time expense, and annual \$5,000 fee. If you discontinue contract, you retain data but no updates.

One time cost for iamGIS is \$28,100 – item tabled until next year's budget figures – Mike will ask iamGIS to come to next meeting to demonstrate and explain product

Executive Session to discuss personnel contracts.

Board out of executive session after discussion.

Motion to accept contract addendum/extension for Jim Moran, seconded Motion carried 6-0

Discussion of Contracts and Service Level Agreement – Dave Lohrer

Meeting adjourned pm