Meeting Minutes
Choctaw Utilities, Inc.
Board of Directors Quarterly Meeting – Conference Room Lodge
Monday, May 3, 2021

Call to Order: 7:03 pm

Roll Call in Attendance: Dave Lohrer, Dave Rankin, Bob O'Connor, Verlyn Bailly, Dave Rodgers, Brian Welch, Jim Moran – Plant Operator
Via Zoom: Marti Schmidt – Operations Manager
Excused: Kent Feliks

Meeting Minutes: minutes reviewed and discussed

Motion to accept meeting minutes, seconded – motion carries 6-0

Old Business: HNB Invesco money market account moved and closed

Election of Officers:

Bob motioned that President be Dave Lohrer, ? seconded. Dave agreed to accept. Motion carried 6-0

Verlyn motioned that Vice President be Brian Welch, Dave Rankin seconded. Brian agreed to accept. Motion carried 6-0

Bob motioned that Secretary/Treasurer be Dave Rankin, Brian Welch seconded. Dave agreed to accept. Motion carried 6-0

Water Plant/EPA Update– Dave Lohrer

Still owe CapCity $200k – there are still punch list items to complete. CapCity has received a couple of items; coordinating with the electrician to get them installed. Jim hired outside firm to complete electrical well connection that is required for sanitary survey completion deadline of June 1st.

Administrative Report – Marti Schmidt

Aging: 6 past due, all have liens in place.

1 in probate over 2+ years, 4 habitually late (they wait for threat of water shut-off to pay). 1 has two properties, moved and rents both. Jim reached out to him but no further contact or payment.

MC Tax Complaint: Waiting for an update from the County for request at reduction.

Final Construction Draw: Still holding waiting on punch list items completed.

CCR: Sent out April first, posted on Nextdoor and in May first PeacePipe. Included Notice Of Violation and will send update to EPA for compliance

Misc: received final payment from msConsultants; 2-year full audit this week.

Operator's Report - Jim

Talked to Ohio Edison over a month ago to remove old transformers and pole; they are putting on their schedule. All taps current. Hydrants were flushed last week. Cherokee has sediment at north end. All else look good. Two on Cherokee were flushed again, and greatly improved. No inbound calls about colored water during flushing. Iron/manganese in specified ranges. All testing this year are within ranges. SOC (farm chemicals), inorganics (arsenic, asbestos, cyanide) are all nd. Lead/copper for first half will be started this week (20 samples required).

Tonka has a maintenance contract to check filters, test sand, fine tune electronics, etc. Currently under warranty, but Jim highly suggests having a maintenance contract for the first few years until plant is more routine.

Dave contacting Dan at the EPA concerning the timeline for repairs on the Notice of Violation from the sanitary survey; forwarding compliance per the scheduled time and items.

Some curb boxes been mowed over, knocked off, broken, locating in landscaping. Need to document the responsibility of replacing/repairing/restoring the curb box. The valve is the responsibility of the Utility to repair/replace; need guidance for the future for locating, replacing damaged items. Dave will rework the diagram of responsibility and get it to the BoD and then website.

Treasurer Report – Marti Schmidt

Funds on hand $1.182 million
First two months, one billing cycle completed April 30th

$120,500 income
$39,000 expenses
$93,700 net income

New Business

- 2021-2022 FY Budget
  Depreciation figure still needs determined
  Motion to approve budget, seconded – motion carried 6-0

- New Operator HR Committee
  Jim will get tool list together, indicated there are 200 locates a month; BoD has job description. Committee is Dave Lohrer, Dave Rodgers, and Scott Kutzley. Jim interested in being back-up operator/on-call, fill-in. Jim thinks there should be 2 operators and a back-up operator.

- Not-for-Profit Update
  Sent out to Albers to review. Recognized tax piece was paramount. Albers sent out to tax expert in Toledo. It was recommended to go not-for-profit at a state level, and do it half-way Federal. Dave will set meeting with combined board committees (CU and CLPOA) to review next move.

- Tonka Site Visit (Jim discussed above)

- Emergency Plan exercise committee

- Required per Sanitary Survey to conduct emergency exercise. Will further explore what documentation requirements are, then create committee. Jim will work with Verlyn.

- Investment Committee Discussion
  Volunteers to work on investment committee: Brian suggested using same financial advisor that CLPOA uses (Travis Fling). Dave Rankin and Verlyn Bailly agreed to be on the committee.

Meeting adjourned 8:35 pm