

MINUTES OF REGULAR BOARD MEETING
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT
Thursday, July 2, 2020

In accordance with Senate Bill 661, which temporarily modified the Open Meeting Act as approved by Governor Stitt on March 18, 2020, the Central Oklahoma Master Conservancy District hosted a virtual meeting option for the Regular Board Meeting on July 2, 2020 at 6:30 P.M. using the following options:

Teleconference dial in number 1-866-899-4679, access code 275-161-789

Videoconference <https://global.gotomeeting.com/join/458006221> , access code 275-161-789

A. Call to Order by President Roger Frech at 6:30 pm.

Roll Call:

Present: President Roger Frech (videoconference)
Board Member William Janacek (videoconference)
Board Member Amanda Nairn (videoconference)
Board Member Casey Hurt (videoconference)
Board Member Michael Dean (teleconference)
Treasurer Jann Knotts (videoconference)
Secretary Kevin Anders (videoconference)

Absent: None

Staff Present: Kyle Arthur, General Manager
Kelley Metcalf, Administrative Assistant
Tim Carr, Interim Supervisor

B. Statement of compliance with Open Meeting Act. Kelley Metcalf, Administrative Assistant, stated the notice of the monthly board meeting had been posted in compliance with the Open Meeting Act.

C.1. Introduction of new Board Member Michael Dean of Del City. President Roger Frech introduced Michael Dean of Del City.

C.2. Status report of the Del City Pipeline Project from Alan Plummer Associate's, Inc. (Alan Swartz, Oklahoma Area Leader). Alan Swartz reported Line 2 right-of-way cleanup is approximately 90% completed. Pipeline marker posts have been installed every 100 feet along the pipeline. Crews are continuing to remove debris and excess pipe from the work area. Spool pieces for the ARV and BOV have been delivered to the Contractor's yard. Line 3 crews have laid from Station 152+60 to Station 160+00. Backfill densities have all been above specification minimums. Crews have been working for 2 ½ weeks to trace a small leak that kept the pressure test between Stations 143+33 and 153+20 from passing. The pressure test passed on June 30th. It turned out that there was a significant amount of air in the pipe that had not been removed and there was no leak. Crews are working to backfill the exposed bells between Stations 143+33 and 153+20. Right-of-Way has been cleared to I-240. Temporary fencing has been erected for livestock on one property. Crews are working to install Air Valve and Blow-Off vaults along the section of tested line. A shutdown request for Line#3 has been submitted and approved for the 6th through the 15th of July. This will tie in the line at Station 99+95 and approximately Station 154+00 and bring it into service.

D.3. Consideration and possible approval of minutes of the Regular Board Meeting held on Thursday, June 4, 2020. William Janacek made a motion to approve the June 4, 2020 Regular Board Meeting minutes seconded by Casey Hurt. Roll call vote:

President Roger Frech	Yes
Treasurer Jann Knotts	Abstain
Secretary Kevin Anders	Abstain
Member William Janacek	Yes
Member Amanda Nairn	Yes
Member Casey Hurt	Yes
Member Michael Dean	Abstain

Motion Passed.

D.4. Consideration and possible approval of financial statements for operating account for May 2020. The President entertained a motion to approve the May 2020 financials with a correction to the footnote on page 1, \$902,635.67, for the year to date Del City pipeline loan advances, should be \$1,248,988.06. Jann Knotts made a motion seconded by Amanda Nairn to approve the May 2020 financials with recommended correction. Roll call vote:

President Roger Frech	Yes
Treasurer Jann Knotts	Yes
Secretary Kevin Anders	Yes
Member William Janacek	Yes
Member Amanda Nairn	Yes
Member Casey Hurt	Yes
Member Michael Dean	Yes

Motion Passed.

D.5. Discussion, consideration, and possible approval of Execution of Memorandum of Agreement with OWRB and USGS for stream gaging fiscal year ending June 2021, Cost \$19,300.00. Discussion was held. Amanda Nairn made a motion seconded by Casey Hurt for execution of Memorandum of Agreement with OWRB and USGS for stream gaging fiscal year ending June 2021. However, a correction needs to be made, the COMCD cost share is not \$19,300 it is \$12,400.00. Roll call vote:

President Roger Frech	Yes
Treasurer Jann Knotts	Yes
Secretary Kevin Anders	Yes
Member William Janacek	Yes
Member Amanda Nairn	Yes

Member Casey Hurt Yes

Member Michael Dean Yes

Motion Passed.

D.6. Consideration, and possible vote of Election of Vice Chairman. The office of Vice President is now open. Roger Frech stated the floor is open for nominations and a self-nomination is allowed. William Janacek, Michael Dean, and Amanda Nairn volunteered. The President stated the votes should be cast by secret ballot via email to Kelley Metcalf, Administrative Assistant for the District, by end of day on July 3, 2020. Amanda Nairn removed her name. Legal Counsel stated he will research secret ballot in respect to the Open Meeting Act law and report his findings.

E.7. General Manager's Report.

- Title Transfer
 - Rough draft to PowerPoint presentation has been mostly completed
 - Will send to James Allard and Dean Couch for input and review
 - Trying to better assess insurance impacts for assets that would be transferred
 - Meeting with Watkins Insurance the week of 6/29 to discuss
- Dean and I drafted, and I have signed and sent, the letter to James Allard at BOR requesting to amend the temporary water contract
 - Change monthly accounting to annual
 - Clarify reporting year to match federal water year (Oct-Sept)
 - Increase usage amount from 10,000 ac-ft to 25,000
- Attended a meeting at the City of Norman regarding an effort by a consultant to assess their building codes relative to “green” building/infrastructure and low impact development
 - City Council goal to have codes that encourage/incentivize green building
 - Met with city staff: holistic overhaul needed, out-of-date, does not incentivize
 - This meeting sought input from developers and builders
 - Positive ultimate impact for Thunderbird with the hopeful implementation of develop projects that would better control run-off
- Work continues the floating wetlands
 - Students have been out each week
 - All units have been power-washed and are mostly reassembled and structurally reinforced
 - As of the writing of this report, 14 of the 20 units have been planted and are in the water; hope to have the remainder done in the next week to two weeks
- Technology upgrades
 - New laptop for use in the Board room has been delivered
 - A camera for virtual meetings has been installed
 - A new wireless router has been installed to address speed requirements for streaming video
- Met individually with both Del City and Midwest City (Tim Carr also attended)
 - Del City: met with interim City Manager Mike Cantrell and new Board member Michael Dean. Also met with Beverly Palmer, City Attorney
 - MWC: met with treatment plant supervisor Mark Roberts
- Preparing to perform an equipment inventory
 - Evaluating equipment that we use infrequently and could otherwise be rented
 - Identifying items for auction
 - Will come to the Board with any recommendations for approval
 - Fencing project on the south and east side of the dam, as requested by BOR, is ongoing. The two areas considered most critical have been completed.
- Plan to post position for permanent maintenance Supervisor

- Held interview with Travis Boone, pipeline inspector, to ultimately replace our current inspector (Dennis Yarbro) for the remainder of the Del City pipeline project
- New air conditioning interface panels have been fabricated for each of the VFD (Variable Frequency Drives) in the pumping plant
 - Will allow back-mounted air conditioners to better and more efficiently circulate air around the VFD
- Participated in Zoom meeting with OU (Nairn and Knox) and the OWRB on the OU CEES Capstone project
 - Trend analysis with potential engineering solutions for identified water quality issues is the chosen project
- Discussed the trend analysis proposal that OWRB is working on with Julie Chambers
 - Discussed integrating an analysis of water quality improvement/technologies based upon findings

E.8. Legal Counsel Report.

Worked on new board member appointment

Reviewed contracts on temporary water. Prepared a summary that will be sent to the 3-city attorneys

Traveled to the District office to review title transfer and other documents

Worked with Kyle Arthur on presentation for partial title transfer

E.9. New business (any matter not known prior to the meeting and which could not have been reasonably foreseen prior to the posting of the Agenda) Michael Dean inquired about timeline for board meetings to be held in person. The President responded the District has upgraded the Board Room and can transition to a hybrid meeting and then to an in-person meeting in the future, depending on the pandemic conditions.

F. Kevin Anders made a motion seconded by Jann Knotts to adjourn. Roll call vote:

President Roger Frech	Yes
Treasurer Jann Knotts	Yes
Secretary Kevin Anders	Yes
Member William Janacek	Yes
Member Amanda Nairn	Yes
Member Casey Hurt	Yes
Member Michael Dean	Yes

Motion Passed.

Regular session ended 7:45 PM