

MINUTES OF THE REGULAR BOARD MEETING  
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT

Thursday, December 1, 2022

6:30 P.M.

Location: 12500 Alameda Dr. Norman, OK 73026

**A. Call to Order**

President Amanda Nairn called the meeting to Order at 6:30 pm.

Roll Call

Board Members Present:

President Amanda Nairn  
Vice President Michael Dean  
Secretary Dave Ballew  
Edgar O'Rear  
Española Bowen  
Steve Carano

Board Members Absent:

Treasurer Jann Knotts

Staff Present:

Kyle Arthur, General Manager  
Kelley Metcalf, Office Manager  
Tim Carr, Operations & Maintenance Supervisor

Others Present:

Dean Couch  
Mark Roberts  
Cole Niblett

Virtually:

Alan Swartz  
Geri Wellborn  
Carrie Evenson

**B. Statement of Compliance with Open Meeting Act**

Kelley Metcalf, Office Manager, stated the notice of the monthly board meeting had been posted in compliance with the Open Meeting Act.

## C. Administrative

### 1. Public Comment

None

### 2. Discussion of Water Supply Reliability- Major Projects Plan draft document

Mr. Arthur drafted a document of possible projects to showcase where the District has been and where he believes the District needs to go regarding capital projects. The list is particularly relative to the American Rescue Plan Act (ARPA) funding that is becoming available. This funding is not for the emerging contaminants work, that is infrastructure bill money. The ARPA money, announced at the previous Board meeting, is a part of the \$1.9 billion that the legislature has allocated for various projects across the state, including \$436 million to be administered by the Oklahoma Water Resources Board for water related projects. Approximately \$7 million of the \$436 million is allocated for Master Conservancy Districts, which would be \$1.355 million per Conservancy District. The funds would have to be encumbered by December 2024 and spent by December 2026. Mr. Arthur went on to say he attended an informational meeting with the Water Board yesterday.

The application form is already available, and the funds will be available starting on January 1<sup>st</sup>. Mr. Arthur categorized the projects to assist in the application process. Mr. Arthur welcomes input from the Board, the cities, and COMCD staff. Projects that are approved for funding are reimbursable for work performed after March 3, 2021. However, the District completed and commence several projects prior to knowledge of the ARPA funds. Some or all of these projects maybe reimbursable. Mr. Arthur stated he would be inquiring about possible reimbursement and that Mr. Couch will be evaluating as well.

Ms. Nairn asked if Mr. Arthur was planning on presenting the project recommendation item by item. Mr. Arthur stated he would prefer to present it as a whole list.

Ms. Nairn said she entertains subcommittees on any matter if desired by the Board. Mr. Ballew asked if the subcommittee he was appointed to, last board meeting, was for this subject. Ms. Nairn stated that no, that subcommittee was for the RFP for sampling for CEC's. Mr. Arthur stated Mr. Swartz, of Plummer & Associates, volunteered to assist in drafting the RFP. Mr. Bob Nairn, whom is an expert in wetlands, will be invited to come to a future board meeting.

**D. Action: Pursuant to 82 OKLA. STATUTES, SECTION 541 (D) (10), the Board of Directors shall perform official actions by resolution and all official actions including final passage and enactment of all resolutions must be approved by a majority of the Board of Directors, a quorum being present, at a regular or special meeting. The following items may be discussed, considered, and approved, disapproved, amended, tabled or other action taken:**

3. Minutes of the regular board meeting held on Thursday, November 3, 2022, and corresponding Resolution

The minutes were reviewed and finding those in good order as presented, Michael Dean made a motion seconded by Espaniola Bowen to approve the Resolution.

Roll call vote:

President Amanda Nairn Yes  
Vice President Michael Dean Yes  
Treasurer Jann Knotts Absent  
Secretary Dave Ballew Yes  
Member Edgar O'Rear Yes  
Member Espaniola Bowen Yes  
Member Steve Carano Yes

*Motion Passed*

4. Financial statements for operating accounts for October 2022, and corresponding Resolution

Mr. Arthur stated the bookkeeper made a couple requested changes to the monthly balance sheet. The LPL account now is categorized in other current assets. Account 1919 was added due to the purchase of a T-bill, and account 4901, municipal share power, is now reflected on a monthly accrual basis rather than being front-loaded for the entire fiscal year in July.

Finding the financial statements in good order Dave Ballew made a motion seconded by Edgar O'Rear to approve the Resolution.

Roll call vote:

President Amanda Nairn Yes  
Vice President Michael Dean Yes  
Treasurer Jann Knotts Absent  
Secretary Dave Ballew Yes  
Member Edgar O'Rear Yes  
Member Espaniola Bowen Yes  
Member Steve Carano Yes

*Motion Passed*

5. Action regarding replacement of a portion of the Del City pipeline west of Tinker Air Force base, and corresponding Resolution

Ms. Nairn stated this item was discussed in depth at the last meeting. Ms. Nairn asked when someone is ready to make a motion for that person to make a specific motion. Mr. Arthur reminded all that several options were considered at the last meeting. Mr. Arthur recommends that the District not proceed with any of the options at this time. Ms. Nairn stated if the vote passes to not proceed, she would like it documented in the files that the section of the pipeline was not replaced as part of the Del City Pipeline Replacement Project. Mr. Ballew wants the Resolution to reflect the reasons behind the action taken tonight. Mr. Arthur concurred with both Ms. Nairn and Mr. Ballew. Mr. Couch wrote the Resolution.

Michael Dean made a motion seconded by Steve Carano to approve the Resolution to read “not to proceed with the pipeline because (#1) inspection cost too high (#2) pipe different from type that is subject to fail as discussed in the November 3, 2022 meeting minutes”.

Roll call vote:

President Amanda Nairn Yes  
Vice President Michael Dean Yes  
Treasurer Jann Knotts Absent  
Secretary Dave Ballew Yes  
Member Edgar O’Rear Yes  
Member Espaniola Bowen Yes  
Member Steve Carano Yes  
*Motion Passed*

**E. Discussion**

7. Legal Counsel’s Report

Nov 28 review draft agenda and resolution concerning Del City pipeline

Nov 30 prepare and dispatch Legal Counsel report

8. General Manager’s Report

Please see document titled “Manager’s Report” in the packet.

9. President’s Report

None

10. 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)

None

**F. Adjourn**

There being no further business, President Nairn adjourned the meeting at 7:48 P.M.