

MINUTES OF REGULAR BOARD MEETING
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT
Thursday, October 1, 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 October 1, 2020 at 6:30 P.M. using the following options:

Teleconference dial in number 1-877-309-2073, access code 582-403-613

Videoconference <https://global.gotomeeting.com/join/582403613> , access code 582-403-613

A. Call to Order

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

Roll Call:

Board Members Present:

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

Board Members Absent:

None

Staff Present:

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

Callers Announced:

Alan Swartz, Geri Wellborn, Dean Couch, James Allard, Precious Braggs, Chris Mattingly, Beverly Palmer

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. Status report of the Del City Pipeline Project from Alan Plummer Associates, Inc. (Alan Swartz, Oklahoma Area Leader)

Alan Swartz reported:

Line 1

- Key sections of Line 1 have been CCTV inspected to verify bends and transitions

- Conducted multiple conversations with property owners along Cinder Drive, Embers Drive and Burntwood Drive to discuss construction impacts and scheduling
- Property owners have begun to move sheds located in the ROW that would be affected by construction
- Fences have been removed along Cinder Drive and exploratory digging has located the connection point for the new liner at Station 45+80

Line 2

- Intermittent leak was repaired at a joint at approximately Station 33+00 Minimal work done on dressing disturbed areas
- Finishing installation of the Air Release and Blow-off Vaults on Line #2

Line 3

- Contractor hydrostatically tested pipe between Stations 154+00 and 231+58. The line was drained after successful testing
- The Contractor is continuing installation of the Air Release and Blow-off Vaults along Line #3

Michael Dean inquired about the leak that was repaired on line 2 and asked if it was on a section that is newly installed. Mr. Swartz said that it was on the new line and that the first inspector the District hired missed this on the plans which called for restrained joint pipe. It is possible the pipe moved during the pressure test and that created the leak. Matthews Trenching fixed the leak by installing concrete thrust blocking behind the 45 and installed a joint collar. Mr. Dean expressed concern that this was simply a patch that could leak in the future and asked if they could cut the section out and weld in a new section. Mr. Swartz responded that the method of repair is an industry acceptable way of sealing that joint. It also allowed them to repair it without shutting down the line. Mr. Swartz also stated that it is not considered a patch and that ductile iron cannot be welded. If we were to cut the piece of pipe out, it would now require two repair sleeves which could be future leak points.

Vice President Casey Hurt inquired as to whether we had checked any other potential areas like this one that may have been missed. Mr. Swartz indicated he believed it was the only one that could have had an issue, as the inspector that missed it resigned the next day. The inspectors hired since then have a better understanding of the plans and this should not be a concern anymore. Mr. Dean asked if the inspector was an employee of Matthews Trenching and Mr. Swartz answered that the inspectors are 3rd party hired by COMCD.

Mr. Dean asked about mechanical integrity testing (MIT) and whether if that was being done on the new pipeline. Mr. Swartz answered that every segment of the line that is put into service is tested at 150 psi and held for two hours, which is double your operating pressure. Mr. Dean inquired as to whether the whole pipeline will be tested at the end of the project. Mr. Swartz responded that we could if we wanted to ramp our pumps up to 150 psi, but he did not think the pumps could take it. Board member William Janacek responded that testing by segment was the industry standard.

President Amanda Nairn clarified that the inspector was a 3rd party individual, and that Plummer Associates did the engineering design and are doing the project management. She also stated that Matthews Trenching came highly recommended.

C.2. PowerPoint presentation by Kyle Arthur-An Analysis of Partial Title Transfer

A lengthy discussion was held after the presentation. The Board complimented the General Manger on the presentation. Casey Hurt mentioned the District was originally going to hire an outside agent for an opinion.

Vice-President Casey Hurt asked if our liability is removed with the BOR doing the NEPA reviews. Dean Couch stated that NEPA is required for any major federal action and the BOR is required to follow it. Otherwise the District would be responsible for ensuring compliance with all the environmental requirements separate and

apart from the Bureau. Mr. Hurt stated that if an assessment is done by a 3rd party some of the liability would be removed from the District. Mr. Couch agreed but also stated that the District would have liability if they did not comply with the regulatory requirements in the execution of a project. Mr. Hurt then asked about the cost of the EAs that had been done and Mr. Allard from BOR stated that the cost for the one completed for the partial title transfer work was about \$30,000.

Mr. Hurt commented that the additional staff time would not be an actual additional cost, but rather simply time. And that the District would not anticipate needing an additional person to perform these duties. Mr. Arthur said this is correct.

Treasurer Jann Knotts commented that it was very enlightening to see all the work the BOR does for the District and that we only paid a portion of the total construction costs. She stated that previously the Board had been led to believe that they should seek title because the District paid for all of the project. Additionally, she remarked that Mr. Arthur stated that often there is a motivating factor or reason for an entity to seek title. Mr. Allard and Mr. Arthur concurred with that statement. Mr. Allard reiterated the examples given in the presentation of McGee Creek in Oklahoma and Lake Meredith in the Texas panhandle.

Mr. Dean stated that in 2016 when the debt was paid-off the desire was for the status quo not to change. He asked Mr. Allard if the state of Oklahoma or any other state tried to take the assets. Mr. Allard said not to his knowledge. Mr. Dean also asked if they could try to take the assets now and Mr. Allard said that could not happen. Mr. Dean additionally commented that the costs of the inspections were the primary negative aspect that he could see. He also asked why the District did not get a line item appropriate for the Del City pipeline project. President Nairn said that this opportunity was never discussed.

Board member Roger Frech commented that this presentation was the first time he had seen a thorough comparison of the pros and cons. He stated that he, Mark Edwards, Board member Kevin Anders queried several districts that had done title transfer. Those districts all saw no advantage to doing full title. He had previously been supportive of partial title transfer but was now reconsidering his opinion. Vice-President Hurt and President Nairn both concurred with that sentiment.

Mr. Hurt requested that the District make this presentation to the cities and receive their input and field their questions. Ms. Nairn said that is her intent, and that Mr. Arthur will be reaching out to the three cities to set up meetings. She also strongly encouraged the cities' respective Board members to attend those meetings.

Board member Kevin Anders said that he appreciated all the work and wanted to take some time to review all the information that had been presented.

President Nairn asked if the public had any questions. Mr. Chris Mattingly from the City of Norman commented that he enjoyed the presentation and would be working to set up a meeting with city officials.

Mr. Allard circled back on the discussion regarding line item appropriations. He stated that the Bureau will do whatever Congress tells them to do. While they would not actively lobby for a particular project, certainly execute on whatever Congress authorized and funded.

Beverly Palmer of Del City thanked Mr. Arthur for the presentation and agreed with meeting with each city before any final action is taken.

Thanks, was given to Mr. Allard on his assistance.

D.3. Consideration and possible approval of minutes of the Regular Board Meeting held on Thursday, September 3, 2020

President Nairn thanked Kelley Metcalf for the more detailed minutes. Casey Hurt made a motion to approve the September 3, 2020 Regular Board Meeting minutes seconded by Michael Dean.

Roll call vote:

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

Motion Passed

D.4. Consideration and possible approval of financial statements for operating account for August 2020

Jann discussed this is month two in the fiscal year. Large items were the fixed asset on the Del City Pipeline increased by \$756,000. The loan for that asset increased by \$700,000. The cumulative profit and loss are compared to 2/12th of the budget. As of now, the District is a positive \$139,000. Jann Knotts made a motion seconded by Roger Frech to approve the August 2020 financials.

Roll call vote:

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

Motion Passed

D.5. Consideration and possible approval of District's Schedule of Regular Meetings for Calendar Year 2021

For calendar year 2021 all the meetings are scheduled for the first Thursday of the month. Casey Hurt made a motion seconded by Jann Knotts to approve the Districts' Schedule of Regular Meetings for calendar year 2021.

Roll call vote:

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

Motion Passed

E.6. Legal Counsel Report:

Dean Couch briefly reported on his activities over the last month. Those included:

- Finalized a letter to Rebecca Patten, an attorney for Norman. Ms. Patten represents a developer who wants to develop a small tract of land. In the title review COMCD was mentioned as possibly being within the boundaries of the tract of land, and Ms. Patten wanted clarification.
- Reviewed the draft PowerPoint presentation on title transfer. Reviewed the legal, and insurance coverage issues. Possibly moving forward with a Memorandum about the District's liability.
- Reviewed Investment Policies of other public entities.
- Participated in virtual meeting with Kyle Arthur, Amanda Nairn, Jann Knotts and Rob Lockard regarding Investment Policy

E.7. General Manager's Report:

- Shoreline Erosion/Floating Wetlands; Data collection continues. OU Students/staff visiting multiple times a week. The redesigned wetland units are proving more efficient and durable compared to previous runs
- Equipment building was cleaned out and organized to allow for equipment storage for upcoming winter months
- Leak was located on MWC line. After uncovering leak, found the problem was a leaking bell connection. A bell clamp has been ordered and should be in by Oct. 2nd. Midwest City was informed and have been updated on status of repair and schedule
- OG&E sub contractors cleared and trimmed trees on property that were in utility easement
- Performed CCTV on Del City pipeline to prepare for line segment 1 compressed liner work. Access windows were cut in two spots on the line on either side of Sooner Road/Crutcho Creek. After completing inspection, a leak was noticed and repaired. Del City is back to normal operational status
- Held staff meeting Sept. 14th
- Repaired leaking air relief valve located near intake structure on the lake
- Re-connected barrier buoys surrounding intake structure
- Met with Southwest Electric on Sept. 22nd to inquire about motor, pump, and control support they may be able to provide
- Set up meeting with representative from Prime Controls regarding telemetry and programming needs. Meeting is tentatively scheduled for Oct. 7th, 2020.
- Kelley, Administrative Assistant, and I met with the cities of Norman, Midwest City and Del City to discuss job titles, pay schedules and benefits. Working on a presentation of findings and recommendations for upcoming Board meeting
- Met with Rob Lockard, Jann Knotts, Dean Couch and Amanda Nairn to discuss investment policy revisions. Comments are due by Oct. 7th. Target is to present at November Board meeting if ready
- Casey Hurt, Amanda Nairn, and I will meet with Susie Snider, manager of Lake Thunderbird State Park, on Wednesday, September 30th
- Lunch meeting scheduled with Chris Mattingly, new Director of Utilities at the City of Norman, for Monday, September 28th
- Attended a meeting of the Oklahoma Association of Reclamation Projects (OARP) at Quartz Mountain Lodge on September 10-11
- Met with Jerrod Shouse, lobbyist for the OARP, on September 21st. COMCD was previously in contract. Recommend future contract through OARP
- Received recommendations back from Tanner Watkins of Watkins Insurance for policy additions. Will be preparing discussion for upcoming Board meeting

The following items did not make it on the report but were discussed:

- Encouraged Board to review and modify/correct their bios on the website
- Have cedar mulch available for anyone who wants some
- Spare parts will be ordered

Michael Dean asked if Jerrod Shouse (Lobbyist) had experience with Federal lobbying. The General Manager stated he will verify.

E.8. 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

Michael Dean made a motion seconded by William Janacek to adjourn.

Roll call vote:

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

Motion Passed

The meeting adjourned at 9:34 PM