

**MINUTES OF REGULAR BOARD MEETING
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT
Thursday, July 6, 2017
6:30 P.M.**

PRESIDING: Roger Frech, Chairman

MEMBERS PRESENT: Mark Edwards, Amanda Nairn, William Janacek, Jann Knotts, Kevin Anders, Casey Hurt

MEMEBERS ABSENT:

OTHERS PRESENT: Randy Worden, General Manager; Kelley Metcalf, Administrative Assistant; Mike Wofford, District Counsel; Kyle Kruger, Garver; Ken Komiske, City of Norman; Paul Streets, Assistant Public Works MWC; Clay Herndon, Freeze & Nichols; Andy Doerflinger, Black & Veatch; Joe Painter, Alan Plummer Associates; Alan Swartz, Alan Plummer Associates; Neal Engleman, City of Norman; Aura Engleman, Norman resident.

Call to Order. The meeting was called to order at 6:30 P.M. by Roger Frech, Chairman. The General Manager stated he had posted notice of the monthly board meeting in compliance with the open meetings act.

1. Discussion/Consideration of Minutes from previous meetings. William Janacek made the motion and Casey Hurt seconded the motion to approve the minutes as presented of the regular board meeting held on Thursday, May 4, 2017. Roll call vote:

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

Motion Passed.

2. Consideration of financial statements for operating account for April 2017 and May 2017 payment of claims. Jann Knotts made the motion and Kevin Anders seconded the motion to approve the financial statements and payment of claims. Roll call vote:

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

Motion Passed.

3. Discussion, consideration and possible approval of purchasing policy. The General Manager stated the committee has agreed to the policy that is before you. Changes, corrections and revisions were made. Roger Frech stated that on page 2 the word base needs to be changed to based. Mark Edwards made the motion to accept the amended purchasing policy and Casey Hurt seconded the motion. Roll call vote:

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

Motion Passed.

4. Discussion, consideration and possible approval for engineering contract award for the Del City pipeline replacement project. The General Manager stated this project was approved by the Board. The project was advertised beginning March 28th. The District received the qualification proposals on May 24th, had a total of 10 responses. The committee, which was Mark Edwards, William Janacek & Randy Worden, each reviewed the proposals separately, then got together on June 14th to narrow the list down to three. Those three are Alan Plummer Associates, Black & Veatch and Freeze & Nichols. We have representatives from each firm present. After oral presentations, which were done on June 22nd the Committee got together to determine its recommendation to the Board. The committee recommends that the Board move forward with Alan Plummer Associates to do engineering of the Del City Pipeline. Legal counsel stated there is not a contract yet. The General Manager stated the District has not yet negotiated a contract. Legal counsel wanted to point out that there will still be negotiations of a contract that would come back to the Board for approval. Mark Edwards made the motion and Kevin Anders seconded the motion to award Alan Plummer Associates the contract award for the Del City Pipeline Replacement Project. Roll call vote:

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

Motion Passed.

5. Discussion, consideration of execution of contract with OWRB. Roger Frech stated this contract is regarding water quality monitoring. The General Manager stated this contract was previously approved with OWRB, however, at the last board meeting the General Manager asked that the months be changed to April thru March, so rather than striking those out OWRB felt like we needed to redo the contract to state July thru March of this year, and next year we will begin the April to March time frame and that coincides with when OWRB will be doing the sampling for that period. The contract before you states that OWRB will perform those services, and the fee has been prorated based upon the term

July into March. Amanda Nairn asked if the District was losing sampling events? The General Manager said that sampling from April-July was included in this year's contract. Legal Counsel wants to add to the motion "In lieu of approval of previous contract", which makes it clear in the minutes the previous contract is now voided. Casey Hurt made a motion to accept this contract in lieu of the previous approved contract and Amanda Nairn seconded the motion. Roll call vote:

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

Motion Passed.

6. Discussion, consideration of execution of memorandum of agreement with OWRB and USGS. Roger Frech stated this contract is regarding gauging station below the dam at Little River and up stream. The General Manager stated legal counsel raised a question about the contract. This is the same contract the District has had for many years. Legal counsel states the contract is unclear on whether the District is contracting with the Federal Government. Legal counsel recommends the Board table this item until clarification can be obtained. Mark Edwards made a motion and Kevin Anders seconded the motion to table this item until the next board meeting. Roll call vote:

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

Motion Passed.

7. Discussion, consideration and possible vote to enter executive session for discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, in this case the General Manager of the District; and discussing the purchase or appraisal of real property. Roger Frech asked to move item #7 to the end of the meeting. The Board had no objection.

8. General Manager's Report:

- Completed purchasing policy
- Conducted weekly safety meetings with District staff
- Received proposals for the Del City Pipeline replacement engineering, reviewed proposals, met with review committee, and determined shortlist

- Heard oral presentations from engineering firms, met with review committee and determined firm for recommendation to Board
- Hosted OARP meeting
- Conducted personnel performance reviews
- Constructed approximately 1 ½ miles of new fence
- Met with DEQ and DSI to discuss modeling efforts and determine if additional modeling was required
- Operations staff attended water license renewal training
- Submitted list of fence line segments for clearing to Reclamation. May receive approval by 2018
- Began mowing of dam, fence line and easements
- Attended Norman’s WTP groundbreaking for Phase 2 improvements
- Met with Reclamation on several issues
- Met with performance review committee

General Manager stated the personnel performance reviews were complete except for one employee, who is out on medical leave for knee surgery.

The general manager submitted a list of clearing and fence reconstruction around the perimeter of the property to Reclamation. Reclamation did recognize that it will probably be next year before we get authorization to move forward. Reclamation has to have an environmental assessment, archaeological and historical assessment done.

William Janacek asked the General Manager if there has been any preliminary data from OU yet on CEC Study? The General Manager said OU will present it to the Board, possibly in September.

9. Legal counsel report: Mike Wofford announced his new baby girl granddaughter’s name is Beckett Emelia Hill, and she is doing great!!

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.

Roger Frech stated that concludes the public portion of the meeting.

Roger Frech, the Chairman, entertained the idea of taking a 5-minute break. Kevin Anders made the motion and Casey Hurt seconded the motion to take a 5-minute break then enter Executive Session.

Roll call vote:

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

Motion Passed.

Expense reimbursement for Board Members for FY 16-17 were given out.

Break time 7:00 PM

Regular session was reconvened at 9:35 pm at which time the meeting was adjourned.