

Wagoner Rural Water District #2  
PO Box 1038  
Wagoner, OK 74477

Chairman: Janet Wright  
District Manager: Trace Kinyon 918-680-0964  
Plant Manager: Kooper Kinyon 918-691-3373  
Office: Jennifer Moore 918-485-9290



Wednesday – May 8<sup>th</sup>, 2024  
Board Meeting Minutes

Members Dante Sanders (2024) - Dan Charboneau (2024) - Janet Wright (2025) - William Ross (2025) - Gary Phillips (2026)  
Water Manager – Trace Kinyon Office Manager – Jennifer Moore

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**APPROVED BY BOARD**

Call to Order @ 6:30pm

Roll Call Present: DS, DC, JW, WR, GP Absent:

Guests Present: See list attached

Proof of Notice of Meeting Filed with Court Clerk May 7<sup>th</sup>, 2024 at 3:57pm and posted at the Taylor Ferry Fire Department Station #2

Motion to approve the minutes of the previous meeting  
Motion by: DS 2<sup>nd</sup> by: GP 5:0

Benefit Unit Owner commentary  
None

Motion to approve the applications for service  
a) #584 (based on 5/8 meter)  
Motion by: DS 2<sup>nd</sup> by: DC 5:0

Motion to approve the transfer of service  
None

Motion to approve the April financial statements  
Motion by: DS 2<sup>nd</sup> by: WR 5:0

Motion to approve the April bills to be paid as presented  
Motion by: DS 2<sup>nd</sup> by: DC 5:0

Discussion & possible action regarding Wagoner County RWD#6 contract amendment  
Met with Chairman Brad Jeffers. Working on amendment and doing a rate study.  
No action

Discussion & possible action on agreement with Wagoner County  
JW and GP signed contract  
No action

Discussion & possible action on the purchase of a generator  
Should be included with grant (phase 2)  
No action

Motion to approve the Annual Meeting agenda  
Motion by: DC      2<sup>nd</sup> by: DS      5:0

Motion to approve reports of officers and manager  
Kooper turned in daily logs - board requested more details and time in and time out  
Kooper reported the following:  
Cherokee Equipmet to get murphy switches for auto shut off (overflow)  
Motion by: DC      2<sup>nd</sup> by: WR      4:1(DC)

Proposed Executive Session as Authorized by Title 25 O.S. Section 307 (B-1) to allow the Board to convene or not convene into executive session to discuss the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee

Motion to convene into executive session  
Motion by: DC      2<sup>nd</sup> by: WR      5:0  
Time: 8:24pm

Acknowledge the return to open session  
Time: 9:54pm

Statement of executive session minutes  
The following people were present in executive session: 5 board members and Kooper Kinyon. Only items on the agenda were discussed. No motions were made. No votes were taken. Kooper Kinyon signed a Personnel Action Form - Change of Status

Discussion & possible action on pay rates  
Manager's salary and bonuses stay the same, no overtime and no call outs  
Tests on weekends is routine. Call out - one hour minimum  
Over 40 hours is overtime  
Motion by: GP      2<sup>nd</sup> by: DC      5:0

New Business  
TK gave notice and last day will be May 31<sup>st</sup>

Adjourn at 9:58pm

Note:  
DS – Dante Sanders      DC – Dan Charboneau      WR – William Ross      JW – Janet Wright  
GP – Gary Phillips      AW – Ray Wing      TK – Trace Kinyon      KK – Kooper Kinyon  
TJ – Trenton Justice      JM – Jennifer Moore