

MINUTES OF MEETING
BOARD OF
RURAL WATER DISTRICT NO. 4
February 16, 2026

Mr. Tim Courtney called the Board of Directors of Rural Water District No. 4, Mayes County, Oklahoma to order at 6:00pm on February 16th, 2026. Members present were Curtis Collins, Charles Dryden, Aaron Hester, Steven Brown, Rodney Raper, Tim Courtney, Houston Brittain, Jerry Bennett, and Alex Rupprecht. Employees present were Bill Kleeman and Kelly Brown. Others present were Kelly Brown and Bill Kleeman.

Motion made by Steven Brown to accept the minutes. Charles Dryden seconded the motion. Motion, carried by all.

New Business:

- A. Discussion and possible action concerning the first 20 dead-end valve cost estimates. Houston Brittain made a motion to start working toward DEQ requirements. Alex Rupprecht seconded the motion. The motion was carried by all.
- B. Discussion and possible action to purchase desk for office. Tim Courtney made a motion to spend up to \$400 to purchase a desk for the office. Houston Brittain seconded the motion. The motion was carried by all.
- C. Discussion and possible action concerning the Welch State Bank accounts. Steven Brown made a motion to remove Kelly Brown and Curtis Collins from all accounts. The motion was seconded by Jerry Bennett and carried by all. A motion was made by Steven Brown to add Tim Courtney and Alex Rupprecht to all Welch State Bank accounts. The motion was seconded by Jerry Bennett and carried by all.
- D. Discussion, consideration and possible action concerning small claims court for unpaid accounts. A motion was made by Houston Brittain to forgo the small claims and place a lien on the property. The motion was seconded by Rodney Raper and carried by all.
- E. Discussion, consideration, and possible action concerning Employee Policies and procedures section 1-402, holidays. Jerry Bennett made a motion to reinstate the following holidays: Martin Luther King, Presidents Day and Good Friday. The motion was seconded by Alex Rupprecht and carried by all.
- F. Discussion, consideration and possible action concerning CDARS#102403640 and #12403650 maturing February 26th, 2026. Curtis Collins made a motion to leave them at Welch State Bank. Rodney Raper seconded the motion. The motion was carried by all.
- G. Discussion, consideration and possible action concerning Woods Estate. The road was put over our line. This was tabled.
- H. Discussion and possible action concerning the purchase of another fire hydrant meter for District flushing. A motion was made by Tim Courtney to purchase a fire hydrant meter up to \$1200.00. The motion was seconded by Curtis Collins. The motion was carried by all.

Executive Session

Motion to leave regular session at 7:10 pm and enter executive session made by Houston Brittain. The motion was seconded by Charles Dryden. Motion carried by all.

Executive Session as authorized by the Oklahoma Open Meeting Act in Section 307(B)(1) of Title 25 of the Oklahoma Statutes for the discussion and possible action for the purpose of staffing; employment, hiring, salary, benefits, termination etc.

A motion was made by Houston Brittain to leave executive session and enter regular session at 7:40 pm. The motion was seconded by Alex Rupprecht. Motion carried by all.

Motion and possible action concerning any and all matters that were discussed in executive session, pertaining to staffing. A motion was made by Jerry Bennett to discuss actions addressed in executive session, the motion was seconded by Rodney Raper and carried by all.

A motion was made to raise Audrey Kleeman's hourly wages to \$18.00 an hour. The motion was seconded by Curtis Collins and carried by all.

A motion was made by Jerry Bennett to hire Cade Robinson to full time at \$23.00 an hour. The motion was seconded by Alex Rupprecht and carried by all.

A motion was made by Houston Brittain to hire Pagen Seger full time at \$18.00 an hour. The motion was seconded by Jerry Bennett. Alex Rupprecht opposed. The motion was carried by majority.

Old Business: No action

District Manager Report: No action

Office Manager Report: No action

Approval of Payment of Claims for month of January 2026. Tim Courtney made a motion to approve the Payment of Claims for month of January 2026. Charles Dryden seconded the motion. Carried by All.

Discuss and approve financial statements for January 2026. Houston Brittain made a motion to approve the financial statements for January 2026; the motion was seconded by Jerry Bennett. The motion was carried by all.

The Board approved five (5) new benefit units, transfer of nine (9) benefit units, nine (9) lockouts, one (1) cancelled/pulled units, and six (6) reinstated units.

New

1. #1791 Lawana Downing
2. #1792 Gerald & Macia Locke
3. #1788 Michael Green
4. #1789 Parker B Green
5. #1793 Pryor Waste & Recycling

Steven Brown made a motion to per Kellogg to approve the New Benefit Units. Houston Brittain seconded the motion. Motion carried by all.

Transfer

1. #163 From Amber Weaver to Randy James
2. #246 From Ray Dixon to Randy & Ami Monroe
3. #1076 From Roy Shoop to Chandra & Trevor Shoop
4. #815 From Harold Ritter to Chandra & Trevor Shoop
5. #728 From David Hook to Kathleen Adams
6. #114 From Golda Sherwood (landlord) to Carl Hurley
7. #1781 From Blaine & Twilight Moore to Bobby & Kellie Bolf
8. #918 From Charles Dry to Janice & Jim Young
9. #20 From Jimmy Hicks to Penny & Lynn Wallis

Lockouts

- | | |
|------------------------------|----------------------------------|
| 1. #72 Pauline Wise | 6. #953 Gene Holleman (Deceased) |
| 2. #425 Rodney Sharp | 7. #969 Paul Monroe |
| 3. #432 Felicia Johnson | 8. #1296 Derk Wolfenburger |
| 4. #620 Tyler Nofsinger | 9. #1302 Jeremy & Cindy Snyder |
| 5. #874 Brooke & Dylan Lewis | |

Cancel/Pulled

- 1) #1170 Leonard Millard

Reinstated

- | | |
|-------------------------|--------------------------------|
| 1. #72 Pauline Wise | 4. #874 Brooke & Dylan Lewis |
| 2. #425 Rodney Sharp | 5. #969 Paul Monroe |
| 3. #432 Felicia Johnson | 6. #1302 Jeremy & Cindy Snyder |

New Business (any matter which could not have been reasonably foreseen prior to the posting of this agenda) None

Charles Dryden moved to adjourn. The motion was seconded by Jerry Bennett, motion carried by All. The meeting was adjourned at 8:26 pm

Steve Brown

Secretary/Treasurer

3/18/2026