

## AGENDA/MINUTES

### CHISHOLM CREEK UTILITY AUTHORITY

March 24, 2022

Bel Aire City Hall, 7651 E. Central Park Ave. at 4:30PM

1. Call to Order
  - a. Brandi Baily called the meeting to order at 4:30 PM
2. Roll Call
  - a. Kyle Nordick called the roll: Members present were Brandi Baily, Jack Whitson, Justin Smith, Kyle Nordick, Jim Benage, and Greg Davied. Also present: Jacob Coy, Utility Manager and Russ Hazelwood, attorney.
3. Adopt Agenda
  - a. Jack Whitson made a motion to adopt the agenda, seconded by Jim Benage.  
Motion passed, 6-0
4. Approve Minutes of February 24, 2022 Meeting
  - a. Justin Smith made a motion to approve the February 24, 2022 minutes, seconded by Kyle Nordick. Motion passed 6-0.
5. Public Forum
  - a. None
6. Reports
  - a. Commissioner Reports
    - i. None
  - b. Utility Manager Reports
    - i. Jacob Coy: Reviewed information in agenda packet with committee. Jacob Coy also indicated that as of February/March 2022, the sewage plant has had an increase in incoming sewage. If it keeps trending the same, CCUA will need to send some sewage to Wichita. Brandi Baily recommended to complete pre-treatment inspections and also for Jacob Coy to look into a carbon filter and advise at next meeting of the findings.
  - c. Attorney Reports
    - i. None
  - d. Treasurer Reports
    - i. Appropriations
    - ii. Financial Reports
      1. Motion to accept treasurer's report by Justin Smith, seconded by Brandi Baily. Motion passed 6-0.
7. Unfinished Business
  - a. CCUA Bylaws
    - i. Brandi Baily made a motion to defer until the next meeting after CCUA attorney, Russ Hazelwood, has more time to review. Jim Benage seconded the motion. Motion passed, 6-0.
  - b. CCUA Sick Leave Policy
    - i. Russ Hazelwood, CCUA attorney, recommended the 1 to 1 ratio of hours. Brandi Baily made a motion to defer and come up with a new draft with

the 1 to 1 ratio hours and review with employees before the next meeting.  
Jim Benage seconded the motion. Motion passed, 6-0.

8. New Business

a. Schedule Audit Presentation

- i. Brandi Baily made a motion to approve scheduling the audit presentation for April, seconded by Kyle Nordick. Motion passed, 6-0.

b. Moving Water Rights

- i. Kyle Nordick made a motion to approve moving the water rights as long as nothing major comes up with doing so, seconded by Justin Smith. Motion passed, 5-1.

c. PO 6386 purchase of 3 TSS probes from YSI Incorporated for \$11,940

- i. Justin Smith made a motion to approve PO 6386, purchase of 3 TSS probes from YSI Incorporated for \$11,940, seconded by Jim Benage. Motion passed 6-0.

d. Discuss SBR 3 decanter

- i. Jim Benage indicated that the part is breaking frequently & repair has to be welded back together from boat. Jacob Coy said the first quote from Wilson to replace is \$77,000. Second quote from UNC is \$40,000. Brandi Baily asked how long it would take. Jacob Coy stated that he is getting more information on it, but it would take a few days to drain and a few weeks to repair since it isn't an easy fix. Brandi Baily made a motion to look into the feasibility and cost with the worst-case scenario to replace it and revisit it next month, seconded by Jack Whitson. Motion passed, 6-0.

9. Executive Session

a. Executive Session #1

- i. Brandi Baily stated this meeting will be for a period of 5 minutes to discuss non-elected personnel issues. Requested to invite in: CCUA attorney, Jacob Coy, and council members. Jim Benage made a motion to approve the executive session, seconded by Kyle Nordick. Motion approved, 6-0.

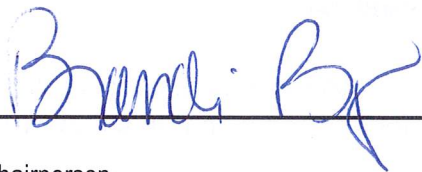
1. Brandi Baily states no binding action was taken.

10. Adjournment

- a. Jim Benage made a motion to approve, seconded by Kyle Nordick. Motion approved, 6-0. Meeting ended at 5:45PM.

11. Submitted by Jacob Coy

Approved by the Board of Commissioners this 16<sup>th</sup> day of December 2021.



---

Chairperson