

**MINUTES OF THE MONTHLY MEETING OF THE BOARD
OF TRUSTEES OF POTEAU VALLEY IMPROVEMENT AUTHORITY**

The monthly meeting of the Board of Trustees of Poteau Valley Improvement Authority was held on Tuesday, July 1, 2025 at 6:00 p.m., at the City Hall, 111 Peters Street, Poteau, Oklahoma 74953. Those present were:

Executive Trustees

Joe Mode
Nick Grant
Ron Pelanconi
Mick LaFevers
Mark Caldwell

Trustees

Dustin Vaughn
Mike Parker
Johnny Grizzle
Paul Mode
David Kissinger
Derrick Baker
Kevin Adams
Ray Lloyd
Marvin Meredith
Sabrina Harris

Others Present

Dean Warren
James Morrison
David Wyatt
Keith Childrens

The Agenda had been posted as required by law by the Manager.

Following opening prayer by Chairman, the meeting was called to order. The minutes of the monthly meeting on June 3, 2025, were read and approved.

Mark Caldwell presented the Finance Report advising he and Mick LaFevers had reviewed the bills and purchase orders and recommended payment. Following discussion motion made to approve bills as submitted by Mick LaFevers, seconded by Paul Mode passed unanimously.

David Wyatt presented the Engineer's report advising the belt press is operating but there is an issue with regard to the ponds across the road which have grown up with vegetation. These need to be cleaned and vegetation removed so they can be used with the belt press. It is estimated the cost will be \$60,000.00 to \$100,000.00 and he will prepare bid documents for August meeting. PVIA personnel have done this in the past and the clean up has also been awarded to third parties. The engineer stated emergency standby generator to run the plant could cost two to three million dollars. The monthly maintenance fee for a year is \$50,000.00 to \$60,000.00. He recommends PVIA look into a secondary source in that Kiamichi Electric and PSO are in the vicinity. As to the cellular meters he will prepare bid documents and present them to OWRB meeting in August. The loan/grants will be approved in September.

James Morrison presented the Manager's report stating a regulator on the chlorine machine clogged up and personnel had to make repairs. A new submersible pump was ordered, delivery is 12-16 weeks out, cost was \$61,370.00. One of the older pumps is being moved to the high pressure pump house. The DEQ inspection was to review progress made by PVIA and centered on emergency procedures and various paperwork. A sheet signed by all employees of their readiness was one of the requirements. They will return in 4-6 weeks out to check to see if recommendations have been

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made. The operating of the belt press has many moving parts and it took the better part of one day to get it working. He agrees the holding ponds need to be cleaned and put to use for out flow from belt press.

Chairman advised due to mail delivery problems it is recommended PVIA set up utility bills on automatic payment from bank account. After discussion motion made by Ron Pelanconi, seconded by Mick LaFevers, that manager proceed to set up payment of utility bills for automatic payment, which motion passed unanimously.

Chairman stated Manager has recommended PVIA replace a 2016 3/4 ton truck with 97,000 miles with a new truck. Following discussion motion made by Nick Grant seconded by David Kissinger that Manager get bids for a 3/4 ton truck four wheel drive truck which motion passed unanimously.

Manager advised PVIA has in the past, adopted various policies for employees to follow. He and the secretary have put these together into an employee handbook which includes these and requirements including discipline for failure to comply. He requests the board approve the handbook. Following discussion motion made by Mick LaFevers seconded by Paul Mode to approve the employee handbook which motion passed unanimously.

Under new business the board discussed the two 12 inch pipelines which PVIA gave to Poteau. The pipelines are subject to being washed away after heavy rains in Polk Creek. This is a rocky area and there are huge boulders making it difficult to dig. The engineer suggested PVIA assist the City of Poteau in a deep bore under Polk Creek to avoid damage to the pipeline and prevent leaks. This will be a matter on the August agenda to consider.

There being no further business coming before the board meeting was adjourned.

(Seal)

NICK GRANT, SECRETARY

The above Minutes were approved this 2nd day of July, 2025.

(Seal)

NICK GRANT, SECRETARY