

## **MINUTES OF THE MAY 7, 2025, REGULAR BOARD MEETING COVINGTON UTILITIES AUTHORITY**

Pursuant to the Oklahoma Open Meeting Act, Oklahoma Statutes 25, and Sections 301-314 and in accordance with the posted agenda, the Members of the Board of the Covington Utilities Authority held the regular scheduled meeting May 7, 2025, in the Municipal Building, Covington, Oklahoma.

1. Mayor Snyder called the meeting to order at 8:00 p.m.
2. The Oath of office was given to Krystle Winters, Secretary; Tiffany Metcalfe, Treasurer; Member: Neil Kirk. Absent: Member Reanna Moore.
3. Roll call indicated the following Members present declaring a quorum: Chairman Jack Snyder, Presiding. Vice Chairman, Mistie Thayer. Members Zach Chartier, and Neil Kirk. Others present: Krystle Winters, Utilities Secretary; Tiffany Metcalfe, Treasurer; Randy West, Police Chief; Mike Schram, Utilities Superintendent. Absent: Reanna Moore, Member.
4. Thayer made a motion, seconded by Chartier to appoint Jack Snyder as the Chairman to the Covington Utilities Authority Board. Thayer, yes; Snyder, yes; Chartier, yes; Kirk, yes; Moore, absent.
5. Kirk made a motion, seconded by Chartier to appoint Mistie Thayer as Vice Chairman to the Covington Utilities Authority Board. Thayer, yes; Snyder, yes; Chartier, yes; Kirk, yes; Moore, absent.
6. Thayer made a motion and seconded by Chartier to approve the April 2, 2025 Regular meeting minutes. Thayer, yes; Snyder, yes; Chartier, yes; Kirk, yes; Moore, absent.
7. Chartier made a motion to approve the treasurer's report subject to audit, seconded by Thayer. Thayer, yes; Snyder, yes; Chartier, yes; Kirk, yes; Moore, absent.
8. Approval of purchase orders for payment
  1. General Fund – Kirk made a motion and seconded by Thayer to approve the purchase orders in the amount of \$20,911.44. Thayer, yes; Snyder, yes; Chartier, yes; Kirk, yes; Moore, absent.
  2. Fire Dept. Donation Fund – N/A
  3. Street & Alley – N/A
  4. Restricted Fund – N/A
  5. Grant Fund – N/A
9. Discussion and possible action on past due accounts.
10. Public Forum
11. Report of Department Heads
  1. UTILITY SUPERINTENDENT
12. Other New Business.
13. Remarks and Inquiries by Governing Body Members.
14. At 8:20 p.m., Chartier made the motion to adjourn, seconded by Thayer. Thayer, yes; Snyder, yes; Chartier, yes; Kirk, yes; Moore, absent.