

MINUTES OF THE JULY 2, 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 July 2, 2025, in the Municipal Building, Covington, Oklahoma.

1. Chairman Snyder called the meeting to order at 7:30 p.m.
2. 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: Member Reanna Moore.
3. Kirk made a motion and was seconded by Chartier to approve the June 4, 2025 Regular meeting minutes. Thayer, yes; Snyder, yes; Chartier, yes; Kirk, yes; Moore, absent.
4. Thayer made a motion to approve the treasurer's report subject to audit, seconded by Chartier. Thayer, yes; Snyder, yes; Chartier, yes; Kirk, yes; Moore, absent.
5. Approval of purchase orders for payment
 1. General Fund – Chartier made a motion and seconded by Kirk to approve the purchase orders in the amount of \$17,894.10. 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
6. Discussion and possible action on past due accounts.
7. Public Forum
8. Thayer made a motion seconded by Chartier, to approve services provided by the engagement letter sent by Crawford's & Associates. These services include budget preparation and amendment assistance for FY 2025-2026. Thayer, yes; Snyder, yes; Chartier, yes; Kirk, yes; Moore, absent.
9. Report of Department Heads
 1. UTILITY SUPERINTENDENT
10. Other New Business.
11. Remarks and Inquiries by Governing Body Members.
12. At 7:38 p.m., Kirk made the motion to adjourn, seconded by Thayer. Thayer, yes; Snyder, yes; Chartier, yes; Kirk, yes; Moore, absent.