

MINUTES OF THE SEPTEMBER 2, 2026, 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 September 2 , 2026, in the Municipal Building, Covington, Oklahoma.

1. Chairman Snyder called the meeting to order at 7:36 p.m.
2. Roll call indicated the following members present declaring a quorum: Chairman Jack Snyder, Presiding. Vice Chairman, Mistie Thayer. Members: Zandy Halcomb, Zach Chartier, and Neil Kirk. Others present: Krystle Winters, Utilities Secretary; Randy West, Police Chief; Tiffany Metcalfe, Treasurer. Absent: Mike Schram, Utility Superintendent.
3. Kirk made a motion and seconded by Thayer to approve the special board meeting minutes from August 21, 2026. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.
4. Chartier made a motion and seconded by Kirk to approve the treasurer's report subject to audit. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.
5. Approval of Purchase Orders for Payment:
 1. CUA Gross Revenue – Thayer made a motion and seconded by Halcomb to approve the purchase orders in the amount of \$29,969.67. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.
 2. Meter fund – N/A
6. Discussion only on past due accounts.
7. Public Forum.
8. Trustee Halcomb and Vice Chairman Thayer kicked off the conversation stating that there's no way that we can do a solid increase all at once. That it possibly needs to happen in phases. The Clerk stated that she and the Utility Superintendent have spoken about the rate study and agree that the numbers in the report are not “hard numbers”, as opposed to them being averages. There was no way for the agency, according to our software, to separate out some funds that were needed to determine the need and amount for the increase. Because of that, we all collectively agree that moving the minimum charge from \$26.87 that currently covers the first 1,000 gallons, will change to 0 gallons and that the charge of \$26.87 will be to have active service and be on the main line. Any usage will result in a tiered billing system. That resolution will go up for vote on the next agenda in October 2026. The Board also decided to wait and table the topic of sewer portion of the rate increase to a later date.
9. Reports of Department Heads:
 - 1. Utility Superintendent**
10. Other New Business
11. Remarks and Inquires by Governing Body Members
12. At 8:05 p.m. Thayer made a motion to adjourn, seconded by Chartier. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.