

MINUTES OF THE NOVEMBER 5, 2025, REGULAR BOARD MEETING COVINGTON UTILITIES AUTHORITY

Pursuant to the Oklahoma 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 November 5, 2025, in the Municipal Building, Covington, Oklahoma.

1. Chairman Snyder called the meeting to order at 7:34 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. Absent: Mike Schram, Utilities Superintendent; Tiffany Metcalfe, Treasurer.
3. Chartier made a motion seconded by Kirk to approve the October 1, 2025 Regular Meeting Minutes. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.
4. Chartier made a motion to approve the Treasurer's report, subject to audit, seconded by Thayer. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.
5. Thayer made a motion seconded by Kirk to approve purchase orders in the amount of \$20,097.76. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.
6. Discussion and possible action on past due accounts.
7. Public Forum.
8. Halcomb made a motion seconded by Thayer to approve the hiring of Lilana "Nikki" Nava for the housekeeping position. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.
9. Thayer made a motion, seconded by Kirk to approve the Myers Engineering invoice 224035-5 for \$3,540.00 using NODA REAP funds for REAP Grant #GA24-2. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.
10. Chartier made a motion seconded by Kirk to approve contract amendment #2 with Myers Engineering on NODA REAP Sewer System Improvement Project #GA24-2. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.
11. Thayer made a motion seconded by Halcomb to approve change order #1 with an increase of \$59,423.53 to Patriot Construction adding an additional block to the NODA REAP Grant Project #GA24-2. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.
12. Report of Department Heads:
 1. Utility Superintendent
13. Other New Business
14. Remarks and Inquiries by the Governing Body Members.
15. At 7:42 p.m. Kirk made a motion to adjourn, seconded by Chartier. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.