

**NOTICE OF REGULAR MEETING  
AND AGENDA FOR  
CRAIG COUNTY RURAL WATER DISTRICT NO. 2  
VINITA, OKLAHOMA**

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Craig County Rural Water District No. 2 will hold a regularly scheduled meeting on October 14, 2025 at 6:00 o'clock PM at their office at 27254 S 4440 Rd.

**AGENDA**

Following is a list of the business to be conducted by the Craig County Rural Water District No. 2, at the above scheduled meeting:

1. Election of Officers.
2. Meeting called to order.
3. Roll Call and determination of a quorum.
4. Reading and approval of the minutes of the previous meeting.
5. Consider & take appropriate action on claims and invoices.  
Numbers 3 and 4 are consent agenda items and may be approved by one motion without reading and discussing each item. Any board member may request any one or a portion of each of these items to be removed from the consent agenda and treated as a regular agenda item for discussion, consideration and vote.
6. Engineer's Report
7. Treasurer's Report
8. Manager's Report
9. New Meter, Redeemed Meter, and Transfer Applications
  - a. Penny Hallford – Transfer From Lawrence Hallford. S13-T23-R23
  - b. Peggy Babcock – Transfer from John & Charlotte Mcomb. S02-T25-R21
  - c. Linda Saltmarsh – Transfer from Russell Saltmarsh. S29-T24-R20
  - d. Linda Saltmarsh – Transfer from Russell Saltmarsh. S29-T24-R20
  - e. Tiffany Hubbard – Transfer From William Hubbard. S36-T24-R18
  - f. Ryan Eichelberger – New Meter. S17-T24-R21
  - g. Tammy Epperson – Transfer From Wayne & Hazel Williams. S17-T24-R19
  - h. Michael Bret Howell & Cassie Jae Woods – Transfer From Gerald & Melissa Negelein. S22-T24-R20
  - i. Nathan Vaughn – New Meter. S22-T24-R20
  - j. Jake Walker – Transfer from Keevin Walker. S17-T27-R21
  - k. Jake Walker – Transfer from Keevin Walker. S17-T27-R21
10. Discuss and take action on improvements up Highway 2.
11. Discuss and take action on the following items related to the Water Line Relocations for State Highway 60 (ODOT Project No. JP 28901) Project:
  - a. Invoices from Guy Engineering Services, Inc.
  - b. Invoice from Water PAQ Engineering, Inc.
12. Discuss and take action on Water Line Relocations for NS 4310 Road at Little Pryor Creek (Rogers County Bridge No 24, JP32844(04) Project:
  - a. Engineers' recommendation of Award for Water Line Relocation Project. Award will be contingent upon subsequent approval from Rogers County.

13. Discuss and take action on the following items related to the Water Line Relocations for US-60 (ODOT Project No. J/P 33828(04)) Project. This project begins in Vinita and extends East to NS 4480 Road:
  - a. Engineering Services proposal from Water PAQ Engineering, Inc.
  - b. Engineering Services Agreement Task No. 3 with Water PAQ Engineering, Inc.
  - c. Master Agreement with Kimley-Horn and Associates for Continuing Professional Services
  - d. Individual Project Order Number One with Kimley-Horn and Associates.
14. Discuss and take action on Internet Service Providers.
15. Discuss and take action on Rules and Regulations amendment to increase cost of membership to cover a customer line shut off valve to be installed by the District or to be installed and paid for by customer with all new meter sets as the customer shall furnish, install, and maintain any needed pressure regulator along with a shutoff valve in the water line on their side of the meter for customer use. Location of the customer line shut off valve at time of new meter set shall be located within 3-5 feet of the meter as determined by the District manager.
16. Discuss and take action on quality of water supplied by the Vinita Utilities Authority.
17. Discuss and take action on Performance Bonuses.
18. New Business
19. Adjourn

Name of person posting this Notice:  
Julie D. Hutcherson/Office Manager



Posted this 9th day of October, 2025, at 4:00 p. m. o'clock at 27254 S 4440 Road, Vinita, OK