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**TTY/TDD- 711**

Minutes from Tuesday, January 13, 2026

Directors of McCurtain County Rural Water District No. 5, an Oklahoma corporation, held its regular monthly board meeting on January 13, 2026, at 4:00 pm at the water office located at 9180 N US Highway 259, Broken Bow, OK 74728.

1. Meeting was called to order and at 4:00 pm by Co-Chairman, Chuck Wilson.
2. Roll was called and quorum was declared. 3 Board Members present.

Directors present creating a quorum include:

Kevin Perry, Chairman - Absent

Chuck Wilson, Co-Chairman

Tommy McDaniel, Secretary-Treasurer

Paul Sorensen, member

Others present include:

Dusty Payne, District Manager

Sarah Cash, Bookkeeper/Office Administrator

Kristy Boyett Office Administrator

3. Recognition of guests. Shellye Copeland, Skip Copeland, Dawn Hibben, Howard Haggard, Owen McCombs, Cristal Joslin, Cody Gilbert & Adam Vosson.
4. Proof of Posting of meeting was provided by Chuck Wilson, Co-Chairman, with the meeting being filed with Secretary of State, McCurtain County Court House, and posted at the MCRWD#5 office/website see attachment.

5. Motion was made by Paul Sorensen and seconded by Tommy McDaniel to approve the consent agenda items A through F. Roll call Chuck Wilson- Yes, Paul Sorensen and Tommy McDaniel- Yes. Motion carried.

6. Managers report Dusty Payne manager, presented the report for the month of December. See attached report. Discussed items below after report.

**Holiday Period Issues (Dec 24 - Jan 2):**

Multiple alerts were sent for low levels in Government Mountain West and Government Mountain Stand Pipe. A 6-inch water main break, caused by a skid steer digging on the district's lines, led to a pressure drop below 10 psi at Pine Hills Pump Station. The system averaged 1.1 million gallons per day during this period.

**Water Usage Analysis:** Water usage is up 34% over the last three months compared to the previous year. This increase is not attributed to the Choctaw Landing project. It suggests a return to historical growth patterns and a potential breakout of increased demand.

**Infrastructure Upgrades:** A contract has been signed for an 8-inch line to supplement the existing 4-inch line feeding the Sugarberry towers. This will provide four times the current flow rate. Construction is expected to start in the next 1-2 weeks, with a 45-day completion target, aiming to be online before spring break if weather permits. A new pump station with a 6-inch line is being considered for the Lost Creek area to support development and feed Sugarberry. Discussions are underway with Smithville Water District to potentially tap into their future 18-inch line for supplemental water during peak demand.

**Pump Redundancy:** A discussion was held about pump redundancy. Currently, auxiliary pumps are available at the shop and can be replaced in about three hours. With the new 8-inch line, both a 4-inch and 8-inch line will feed the area, providing some redundancies.

Motion made by Paul Sorensen and seconded by Tommy McDaniel to approve the managers' report. Roll called Chuck Wilson- Yes, Paul Sorensen- Yes, Tommy McDaniel- Yes. Motion carried.

7. Comments from the public: Cristal Joslin asked for clarification on agenda items 14 and 15 regarding job duties, not to exceed amounts, and hourly bill rates, to be addressed when those items are discussed.

8. The board considered appointing a new member to fill a vacancy until the next annual meeting on June 18, 2026.

Three candidates were under consideration: Dawn Hibben, Owen McCombs, and Clark Chapman (absent).

Dawn Hibben and Owen McCombs briefly addressed the board.

Tommy McDaniel stated that the position that was being voted on would be open again and voted on at the Annual Meeting on June 18, 2026. He strongly encouraged the candidate that did not get voted in today to run if interested in the next upcoming election.

The board voted. Dawn received the three votes from the board that was present Owen McCombs received zero.

The board then thanked Owen McCombs for showing interest in position.

Motion was made by Paul Sorensen and seconded by Tommy McDaniel to approve Dawn Hibben as the newly appointed board member for RWD#5.

Roll call Chuck Wilson- Yes, Tommy McDaniel- Yes, Paul Sorensen-Yes. Motion carried.

Dawn Hibben was welcomed as the newly appointed board member.

9. The board discussed establishing a policy with fines for individuals or entities that damage district water lines without a proper line locate call. The challenge of billing entities without a water meter was noted. Suggestions included reporting non-compliant parties to "OKIE 811" (the one-call system) and potentially placing a mechanic's lien on the property, which would require a court judgment. The discussion expanded to include a formal process for all contractors working in the area to ensure the district is aware of their activities. Legal counsel was suggested to help build a policy. Dusty will research policies from other districts and the ORWA, and a formal written policy will be developed for review.

Motion was made by Paul Sorensen and seconded by Dawn Hibben to move to the February Regular board meeting with some investigating to the policy. Roll call Chuck Wilson- Yes, Tommy McDaniel- Yes, Paul Sorensen- Yes and Dawn Hibben- Yes Motion carried.

10. A discussion was held on creating a tiered water alert system for clear public guidance during water shortages, as the old Facebook method was confusing.

A proposed four-level system was outlined, targeting specific areas possibly color coded:

- Level 1: General water conservation.
- Level 2: Conservation and limited hot tub filling on turns only.
- Level 3: No hot tubs.
- Level 4: No water use.

Motion made by Dawn Hibben and seconded by Tommy McDaniel to continue to the February scheduled meeting. Roll call Chuck Wilson- Yes, Tommy McDaniel- Yes, Paul Sorensen- Yes and Dawn Hibben- Yes. Motion carried.

11. Agenda item 11 was discussed in managers' report.

12. The board considered changing its retirement advisor for RWD#5 staff from David Aboud of Oklahoma City to Corey Green of Broken Bow, who seemed more familiar with the district's account.

Motion made by Dawn Hibben and seconded by Tommy McDaniel to approve the retirement advisor to Corey Green. Roll call Chuck Wilson- Yes, Tommy McDaniel-

Yes, Paul Sorensen- Yes and Dawn Hibben- Yes. Motion carried.

13. Motion made by Paul Sorensen and seconded by Dawn Hibben to allow Dusty Payne to purchase the iPad's that he sees fit to run this business. Roll call Chuck Wilson Yes, Tommy McDaniel- Yes, Paul Sorensen- Yes and Dawn Hibben- Yes. Motion carried.
14. Skip and Shellye Copeland of Pro Motion Creative offered their professional communication services (organizational transparency, social media, crisis management) for approximately 20 hours per month at an estimated cost of \$1500.00. Pro Motion Creative stated there was no solicitation for the services this item was on the agenda at the last meeting.

#### **Old Business**

15. Motion made by Tommy McDaniel seconded by Dawn Hibben to approve external communications with Douglas & Michella Copeland DBA Pro Motion Creative at the rate of \$75.00 hr. for up to 20 hrs. a month not to exceed \$2,000 a month monthly approve amount by district manager. Roll call Chuck Wilson- Yes, Tommy McDaniel- Yes, Paul Sorensen-Yes, Dawn Hibben-Yes. Motion carried.
16. Motion made by Dawn Hibben and seconded by Paul Sorensen to approve truth in savings disclosure for first bank capital improvement account.  
Roll call Chuck Wilson- Yes, Tommy McDaniel- Yes, Paul Sorensen-Yes, Dawn Hibben-Yes. Motion carried.
17. Motion made by Paul Sorensen and Dawn Hibben to approve the district's annual budget as presented for February 1, 2026 – January 31, 2027.  
Roll call Chuck Wilson- Yes, Tommy McDaniel- Yes, Paul Sorensen-Yes, Dawn Hibben-Yes. Motion carried.
18. Motion made by Dawn Hibben and seconded by Tommy McDaniel to approve agenda item 18 as written of a district credit card in the name of the Rural Water District, authorize designated employees as users, set credit limits, and adopt written procedures stating that the card is the financial responsibility of the district-not the individual cardholder.  
Roll call Chuck Wilson- Yes, Tommy McDaniel- Yes, Paul Sorensen-Yes, Dawn Hibben-Yes. Motion carried.
19. Discussed only. A proposal from Sporos for Starlink internet backup was reviewed. A second estimate was requested before making a future decision. No action was taken.
20. Motion made by and seconded by to approve a second phone line for the manager with first responder priority bandwidth or improved cellular coverage for critical operations.

21. Discussion on Espace communications concerning mail-in ballots. See attachment on services. This item will be on next month's agenda.

**New Business**

22. Adam Vossen, Town Administrator for Hochatown, and Cody Gilbert, Fire Chief, expressed a desire for collaboration on planning infrastructure, new developments, and improving the community's ISO fire protection rating. The water supply accounts for 40% of the ISO grade. Adam noted his success in securing grants and mentioned two immediate opportunities that could benefit the water district.

An educational conference on ISO training will be held.

Motion to send Dusty Payne district manager and up to 2 board members to the ISO grading schedule conference on February 10, 2026.

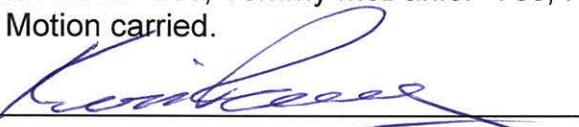
Roll call Chuck Wilson- Yes, Tommy McDaniel- Yes, Paul Sorensen-Yes, Dawn Hibben-Yes. Motion carried.

Motion made by Tommy McDaniel and seconded by Dawn Hibben to move the February 10, 2026, 4:00 p.m. regular scheduled board meeting to Thursday February 12, 2026 at 4:00 p.m.

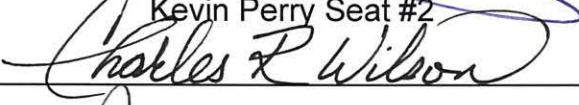
Roll call Chuck Wilson- Yes, Tommy McDaniel- Yes, Paul Sorensen-Yes, Dawn Hibben-Yes. Motion carried.

23. Motion made by Dawn Hibben and seconded by Tommy McDaniel to adjourn the meeting at 5:35 p.m.

Roll call Chuck Wilson- Yes, Tommy McDaniel- Yes, Paul Sorensen-Yes, Dawn Hibben-Yes. Motion carried.

Approved by:  Chairman

Kevin Perry Seat #2

Approved by:  Co-Chairman

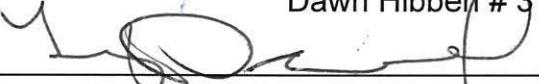
Chuck Wilson Seat #1

Approved by:  member

Paul Sorensen, Seat #5

Approved by:  member

Dawn Hibben # 3

Approved by:  member

Tommy McDaniel Secretary/Treasurer Seat #4

Minutes approved on February 12, 2026.