

**MINUTES OF THE SEPTEMBER 3, 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 September 3, 2025, in the Municipal Building, Covington, Oklahoma.

1. Chairman Snyder called the meeting to order at 7:17 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: Mike Schram, Utilities Superintendent; Krystle Winters, Utilities Secretary; Tiffany Metcalfe, Treasurer; Randy West, Police Chief.
3. Kirk made a motion seconded by Halcomb to approve the August 6, 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 Halcomb to approve purchase orders in the amount of \$19,532.92. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.
6. Discussion and possible action on past due accounts.
7. Public Forum.
8. Chartier made a motion seconded by Kirk to approve the Myers Engineering Invoice 224035-3 for \$2,360.00 using NODA REAP Funds for REAP Grant #GA24-2.
9. Thayer made a motion seconded by Halcomb to acknowledge the receipt of DEQ Permit #SL000024250723 for Sanitary Sewer Improvement Project FAP-25-0018R.
10. Report of Department Heads:
 1. Utility Superintendent
11. Other New Business
12. Remarks and Inquiries by the Governing Body Members.
13. At 7:38 p.m. Thayer made a motion to adjourn, seconded by Chartier. Thayer, yes; Halcomb, yes; Snyder, yes; Chartier, yes; Kirk, yes.