

Rural Water District No. 3

Washington County, Oklahoma

17227 N. 129th E. Ave., P.O. Box 70, Collinsville, OK 74021-0070

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NOTICE REGULAR MONTHLY MEETING AND AGENDA FOR: RURAL WATER DISTRICT #3 WASHINGTON COUNTY BOARD OF DIRECTORS

As required by Section 311, Title 25 of the Oklahoma Statutes, notice is hereby given that the Rural Water District #3 Washington County of Oklahoma will hold a Regular meeting on September 12, 2022 at 8:00 o'clock A.M., at 17227 N. 129th E. Avenue, Collinsville, Oklahoma, 74021.

I. CALL TO ORDER

- 1. The meeting was opened with the pledge of allegiance to the flag.**
- 2. The meeting was called to order September 12, 2022, at 8:00 a.m.** Chairman, Richard Kriege called roll: Chairman, Richard Kriege, here; Vice-Chairman Bruce Hoover, yes; Secretary/Treasurer Robert Scott, here. Directors: Bill Jacobs, here; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. There is a quorum present, and the meeting may proceed. Let the records show that the regular scheduled meeting of Rural Water District #3 Washington County, OK was called to order at 8:00 AM at 17227 N 129th E Ave in Collinsville, Oklahoma. Notice of the meeting was posted on the front door and drive-up window of the district office on September 7, 2022, at 4:00 PM. Also present is Jerry Gammill, District Manager; Chad Pennington, Field Supervisor; Dona Lewis Recording Secretary, David Dollar, Water PAQ Engineering, Larry Steidley, Steidley Law Firm and other interested parties. This meeting will be conducted by the requirements of the Oklahoma Open Meeting Act. Only items on the agenda will be addressed. Anyone wishing to address the board must call the district's office by Wednesday prior to the meeting date and have your name and the nature of your business placed on the agenda.
- 3. Correction, deletions or addition to the minutes of:**
 - a.** The Regular meeting of the August 08, 2022. Bruce Hoover made the motion to approve the minutes as written. Gary Burd seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.
- 4. Report of Secretary/Treasurer.** Robert Scott, in September we had 12 new taps and 64 transfers. We sold 16 new taps in August.
- 5. Report of District Manager.** Jerry Gammill, the report went out in the board packet. Regulatory Issues, we did samples for IOC, Arsenic, Sodium. Lead and Copper sampling has been delivered. The results of 90% that you measure out is below the required limits, but we did have one that no telling what is going on, but it was above the criteria for requirements. They are at houses. We do follow up with the homeowner. A water service availability report request for Bill Ford for potential 50-55 lot development located north of 176th St N and ¾ mile north of 176th St N on 113th E Ave. David and I spoke with Bill Ford and waiting on feedback rather fire protection is required. Parker Village, I put together the packet and signed the permit to go to DEQ. They are getting ready to start work. Cooper Crossing Ext IV is on the agenda. We sent a at risk letter, and they are trying to get started. We sent comments back to their engineer and there was some confusion on their end. Kyle thought everything was ready to go to DEQ. The Criterion, we have approved the submittals. The North Tulsa

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Commerce, we received submittals for review and sent comments back them. We received an email that the agreement from Tulsa should be approved on the 14th of the month. Casa Del Mar, we received plans and paperwork for review. The Flats II, we received a package for review. The engineer dropped off the packet and I went ahead and put the packet together for DEQ. Red Hawk Hill, we started receiving submittal information and they have been approved with a few comments. Don't forget the Board has agreed to do a cost share once it is done. Mark Allen. I had a meeting with City of Collinsville. All I can tell you is what I know, our part has nothing to do with Collinsville. Their road right of way overlaps south of Mark Allen and just a little north over on two different property owners. There have been some challenges with the property owners giving easements. One is waterline easement which both have told me in the past that it's no problem. It became a problem on the north because there was a general utility easement. We can not accept a general utility easement; it can be a water line easement or nonexclusive waterline easement.

- a. Field Manager.** Chad Pennington reports 5 field audit, 7 change out meters, 2 replaced can, 1 dirt work, 1 drop-in, 0 flush lines, 5 forfeit, 34 leaks, 3 replaced lid, 0 MXU installed to be radio reads, 3 checked pressures, 1 raise can, 6 get current reading, 2 radio read, 1 replaced setter, 0 shut off, 35 new taps, 10 miscellaneous, 0 zero usage. 117 work orders completed. 42 locked meters. We had a leak on the 12 inch pump line down the street. We came in 12 midnight and work on that all night and it back going. Saturday, we had a hit waterline by our old plant. The Collinsville construction of their new water plant, they are redoing their road. That line is going to be lowered and cased.
 - b. Office Manager.** Dona, we issued 138 work orders in July. I have a letter for Robert to sign requesting for a raise increase for auto draft payments.
- 6. Report of Attorney.** Howard Estruct lawsuit kicks off on the 26th of September. We might want to call a special meeting Thursday or Friday.
- 7. Report of Engineer.** David Dollar. Developments I worked on Parker Village, North Commerce, Dollar General, Casa Del Mar, Dun-rite Roofing, Cherokee Housing Authority, Red Hawk Hill, Trinity Church, Criterion, The Flats II. I did complete the water service availability review for Lyn-De Lee Estates. The 10th of August we had communication from Tulsa County on a bridge project on Memorial just south of Hwy 20. So I took the information they provided and sent back to them a drawing with questions on the 24th of August. No response.
- 8. Approval of accounts payable.** Bruce Hoover made the motion to approve. Steve Cole seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes. Motion carried unanimous.
- 9. Approval of new tap applications and transfers.** Robert Scott made the motion to approve. Bill Jacobs seconded. Bruce Hoover, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- 10. Approval and/or acceptance of new developments or line extensions.**
 - a.** Discussion and decision regarding a request by Kyle Smalygo to reaffirm and or provide details for Cooper Crossing Extended IV, related to the district's policy of contingent approval dated June 14, 2021. Jerry Gammill. This had preliminary approval once and the year is getting to that point. It just needs to be preapproved. Steve Cole made the motion to approve. Bruce Hoover seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes. Motion carried unanimous.

11. Developments/line extensions waiting final approval.

- a.**

12. Public Comments.

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II. OLD BUSINESS

1. **Discussion and decision regarding the ODOT Hwy 11 project, J/P 24351(04) Construction, SSP-174B(058)SS J/P 24351(06)Utilities, STPY-174B(060)UT Washington County, SH-11.**
 - a. Discussion and decision regarding the approval of invoice from Bartlett & West for engineering design. David Dollar. We have three invoices from Bartlett & West for Hwy 11 project. The invoices date back to effort through May 28 all the way to August 26th, 2022. Total amount of \$ 8,608.38 but there are three separate ones. If approved, we will have paid Bartlett & West a total of \$210,929.55 of the total contract amount \$300,000.00. Roughly 70% of the total contract amount. Steve Cole made a motion to approve the invoices. The district's portion is \$426.98 of those three invoices. Bruce Hoover made a motion to pay the amount \$426.98. Max Terrell seconded. Robert Scott, yes; Bill Jacobs, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
 - b. Discussion and decision regarding the easement acquisition and counteroffers from landowners. Kyle Sewell. I spoke with Kim Ritchie about the documentation he needed to process the three for condemnations on August 24, 2022.
2. **Discussion and decision the proposed 24-inch water line alignment and easements.**
 - a. Discussion and decision regarding easement acquisition counteroffers from landowners. David Dollar. We are still at 15 of the 19 easements. Darling International, Ghormley, they are very close. The Sutton and Freeman are the two that will be condemned.
3. **Discussion, decision and update regarding the Sheridan Booster Station engineering and design.**
 - a. Discussion and decision regarding the approval of invoice from Bartlett & West for engineer and design. David Dollar. An invoice totaling \$1,127.42 for effort through July 29, 2022. The total paid today if approved is \$53,552.45 of total contract \$58,000.00 and represents 92% of the total contract amount. I recommend you approve. Gary Burd made a motion to pay the invoice. Bruce Hoover seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.
 - b. Discussion and decision to approve the pay estimate for with Orr Construction for the Sheridan Booster Pump Station Project. Not yet.
4. **Discussion and decision regarding the Tulsa County Road Widening project on 86th St N.**
 - a. Discussion, decision and updating regarding the Water Line Relocation Project along 86th Street North from US Hwy 75 to Memorial. Kyle Sewell. We are waiting for Tulsa County to provide their agreement between the district and Tulsa County, so they will agree to fund it.
5. **Discussion and decision regarding overtime provisions for field employees.** Bruce Hoover. Seems like every month we hear our guys are having to go out at midnight or stay around the clock. I just thought maybe we could compensate them. Table it for Jerry to give us a recommendation on the overtime.
6. **Discussion and decision regarding a request a written notice that SPI- Storage located 14700 North Mingo Collinsville, Ok. Can be served by City of Collinsville Fire Department.** Jerry Gammill. It is in our service area, and we will supply domestic. What he is asking is if City of Collinsville can serve the fire protection. Kyle Smalygo. There is currently has a domestic water meter from the water district from existing home site. Tulsa County requirements and the international fire code said there must be a fire hydrant on site. Whether there or not there is fire suppression or not there is a requirement for a fire hydrant. The Rural Water District has a hydrant about 600 feet to the south of this along their new 12-inch line running parallel with Hwy 20. Directly across the street with

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maybe 100-200 feet of the sight the City of Collinsville has a 12-inch line with a fire hydrant as well. So, we have two options. The first is to request and visiting with the City of Collinsville they are willing and able to provide the water protection to meet the international fire code on sight. The other alternative would be to seek out a special exception through a particular section of the code that says that a fire hydrant can be omitted if it is monitored by fire monitoring. We are hoping to remove ourselves from the requirement of fire monitoring and request that the City of Collinsville be granted the right to more less as a back up to a mutual aid agreement between Collinsville Rural Fire Department and the City of Collinsville both of them can protect that in a fire situation with both of their hydrants. Bill Jacobs made a motion to approve City of Collinsville supply fire protection. Bruce Hoover seconded. Robert Scott, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

III. NEW BUSINESS

IV. ADJOURNMENT

1. Gary Burd made the motion to adjourn at 9:06 a.m. Bruce Hoover seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis