

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 December 13, 2021 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 January 10, 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; 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 January 5, 2022 at 4:00 PM. Also present is Jerry Gammill, District Manager; Chad Pennington, Field Supervisor; Debbie Jacobs 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 December 13, 2021. Bruce Hoover made the motion to approve the minutes as written. Bill Jacobs seconded. Robert Scott, yes; Max Terrell, yes; Gary Burd, yes, Steve Cole, yes. Motion carried unanimous.
- 4. Report of Secretary/Treasurer.** Robert Scott, in January we had 43 new taps and 100 transfers. We sold 42 new taps in December.
- 5. Report of District Manager.** Jerry Gammill, the report went out in the board packet. We had taken our samples back in December and those samples were just fine. We had some problems with Accurate Lab, they had held some results from what they said was an unpaid bill. They never sent a second invoice or called us. Next item is the New Leaf, and they still have a few things to finish up on the development. They've been using water and we've been trying to be polite about getting the information. I gave the engineer with Wallace Engineering a checklist for the remaining items and is supposed to be getting in contact with the owner's representatives. We received then plans and DEQ paperwork for the Combs Country Estates for review. Mark Allen, the plans and comments have been picked up and should be moving forward. The North Tulsa Commerce Center, that's down on the 76th and Yale. We had a meeting as of this last Friday with the engineers and owners by phone to go over the progress and some of the details. One of the details is an entrance that the owners are

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very decisive where they wanted the entrance to be and it just so happens to be right where the City of Tulsa has one connections tees in their line. Working through that process. The Casa Del Mar, that's a commercial lot down on 86th and Memorial at the southeast corner and the commercial part is right on the corner. There are apartments in the L shape around the commercial area. We spoke with the engineer with Wallace Engineering about how we serve apartment complexes. The commercial area is one of the future phrases. We have a 6" water line on 86th St going east of Memorial and a 12" on the west side of Memorial going south.

- a. Field Manager.** Chad Pennington reports 5 field audits, 6 change out meters, replaced can, 1 dirt work, 1 drop-ins, 0 flush lines, 5 forfeit, 14 leaks, 0 replaced lid, 1 MXU installed to be radio reads, 2 checked pressure, 0 raise can, 0 get current reading, 5 radio read, 0 replaced setter, 0 shut off, 40 new taps, 8 miscellaneous, zero usage, work orders completed 105. We locked 49 last month.
 - b. Office Manager.** Debbie, we issued 104 work orders in December.
- 6. Report of Attorney.** None
- 7. Report of Engineer.** David Dollar. Developments I worked on, The Shoppes at Cooper Ranch, 76th and Yale, Parker Village, Criteria Office Building, Reunion at Owasso, Go North Development, Trinity Church, Combs Country Estate and the Mark Allen Buick Dealership. Clear Consulting, which is a proposed 105 lot development at 126th St N and Sheridan.
- 8. Approval of accounts payable.** Bill Jacobs made the motion to approve. Bruce Hoover seconded. Robert Scott, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, 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 Go North Business Park Development Lot 3 Block 1 ,4.19 acres located south and west of E. 106th St N and Highway 169. Max Terrell made a motion. Bruce Hoover seconded. Robert Scott, yes; Bill Jacobs, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
 - b.** Discussion and decision regarding the Garrett Creek Phase II mutual access drive waterline casing and tie-in located along 135th E Ave. south of 116th St North and west of Hwy 169. Bill Jacobs made a motion. Robert Scott seconded. Bruce Hoover, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- 11. Developments/line extensions waiting final approval.**
 - a.**
- 12. Public Comments.**

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. We have no invoice from Bartlett & West this month.
 - b.** Discussion and decision regarding the easement acquisition and counteroffers from landowners. Kyle Sewell, one of them is coming in that I have on my list here. I have eight homeowners or property owners that represent eleven easements that need to respond, and I have four more that represent five other easements that have responded, and then I expect to get something. So, on those eight you know, Larry and I had talked last time that we need to set a deadline for the end of February. I will send out a final letter with a deadline.
- 2. Discussion and decision the proposed 24-inch water line alignment and easements.**

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- a. Discussion and decision regarding easement acquisition counteroffers from landowners. David, there is nothing to decide this month. We didn't meet with Kim Ritchie on November 29, 2021.
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. We have no invoice from Bartlett & West this month.
 - b. Discussion and decision to accept or reject bids regarding the Sheridan Booster Pump Station. Hard copies were supposed to be mail from the low bid contractor Sunrise and their bondsman. There's a pending issue with the lot split. We need the lot split before we begin to build and an extension for 120 days from the bid opening date of December 7, 2021. The contractor has to approve the extension and we may have a special meeting. Bruce Hoover made a motion. Steve Cole seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes. Motion carried unanimous.
4. **Discussion, consideration, and possible vote to change and/or amend the District's Rules and Regulations pertaining to excessive water usage, the proposed changes and amendments to include, without limitation, to the User Application and / or Developer Agreement.** We wanted to talk to you about the excessive usage on accounts. It might be worthy of trying to put a committee together.

III. NEW BUSINESS

IV. ADJOURNMENT

1. Bruce Hoover made the motion to adjourn at 9:15 a.m. Bill Jacobs seconded. Robert Scott, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis