

Rural Water District No. 3

Washington County, Oklahoma

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

Ph. (918) 371-2055 • Fax (918) 371-3864 • TRS 711

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 March 14, 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 March 14, 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 March 9, 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, 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 February 14, 2022. Bruce Hoover made the motion to approve the minutes as written. Steve Cole seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes, Steve Cole, yes. Motion carried unanimous.
- 4. Report of Secretary/Treasurer.** Robert Scott, in March we had 15 new taps and 87 transfers. We sold 31 new taps in February.
- 5. Report of District Manager.** Jerry Gammill, the report went out in the board packet. I wanted to let you know we did receive a workman's comp notice on Mr. Stickle and his attorney. I don't have anything as far as what is going on with it but that's just an update. We do have one account that we have been notified from DEQ. It's up off 186th St and their septic system. The customer is not addressing their septic and it's leaking over onto the neighbor. We generated a letter to our customer and essentially to let them know that we are in support of DEQ. The customer needs to take care of this problem and if not we will be bringing it back to the board for future decisions. And you know, if they have a septic system that's not working reaching over onto somebody else, that would be shutting the water service off. We had taken our TOC samples back on the 2nd of March and the DBP samples were taken on February 14th and our results for the first quarter turned out good. I've made a mistake on my report, our sludge pump #2 the bearings on that are going to have to be

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replaced. David did a water service availability report for Chick-Fil-A for a fire meter. The Reunion of Owasso, we did get the DEQ permit to construct by email. The Reunion of Owasso II received paperwork from the Owasso TAC meeting. I have been on the phone numerous times with The North Tulsa Commerce about the utility billing, but it does seem to be moving forward. We will get the reading and generate a report for the usage for City of Tulsa and they will bill the customer for the sewer. We have received a draft to look at and go over it for the utility billing. Morrow Phase III, it's a new phase and was on the Owasso TAC meeting for this Wednesday.

a. Field Manager. Chad Pennington reports 1 field audit, 24 change out meters, 0 replaced can, dirt work, 3 drop-ins, 0 flush lines, 0 forfeit, 7 leaks, 1 replaced lid, 0 MXU installed to be radio reads, 0 checked pressure, 0 raise can, 1 get current reading, 2 radio read, 0 replaced setter, 2 shut off, 16 new taps, 5 miscellaneous, zero usage, work orders completed 83. We locked 52 last month. Going to fix the leak at Barnes Elementary during spring break.

b. Office Manager. Dona, we issued 80 work orders in February.

6. Report of Attorney.

7. Report of Engineer. David Dollar. Developments I worked on, Cooper Crossing IV, Mark Allen, Dun-rite, Shoppes at Cooper Ranch, we also spent some time working with Owasso on 116th St project between 129th and Garnett. That project will include cost share and my estimate of what I think our part will be is about \$130,000.00. I received material submittals on Reunion II of Owasso, we've got questions about a potential mini storage at 86th & Yale. The filter media hasn't been touched in about twenty years and it's probably time to replace it. It's probably going to be about a quarter \$1,000,000 and that's to basically replace all media filter in those four filters. We can still run on the old filters, but we need to put it into a plan.

8. Approval of accounts payable. Steve Cole made the motion to approve. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, 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 The Flats Phase II, 55 lots, 44.55 ac., located on the southeast corner of 136th St North and Sheridan. Megan Pasco with Tanner Consulting, we have made one change the block 1 lot 18 on the north edge of the Property there will be a road going through to E 136th St N. One connection on E 136th St N and the other at N Sheridan Road. David recommends contingent approval. Bill Jacobs made a motion. Bruce Hoover seconded. Robert Scott, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

b. Discussion and decision regarding Red Hawk Hill, 4 lots, 55.04 ac., located East of Sheridan Rd. on the south side of 166th St. North approximately ¼ mile and possible cost share. Lloyd Garrison, I got quotes for the installation. The 6" will be \$53,000.00 and for the 12" it would be \$119,740.00. It is approximately 1400' / ¼ mile. Jerry, we already approved cost sharing with him, that's what the Board talked about at the last meeting, and you wanted to see what the cost to share amount would be. Just an upgrade from the 6", that is already there and needs to be moved to a 12" line in the easement. Robert Scott made a motion to approve the cost sharing with Lloyd Garrison. Bruce Hoover seconded. Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous. We will both get bids for replacing the line and then compare prices. We will table the pricing cost until we have better bids.

c. Discussion and decision regarding Trinity Presbyterian Church, 1 lot, 1 block, 14.91 ac., located on the Northwest corner of 76th St North and Memorial (approved renewal). Bill Jacobs made a motion for continued renewal approval. Steve Cole

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seconded. Bruce Hoover, yes; Robert Scott, yes; Max Terrell, yes; Gary Burd, 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 an invoice for Bartlett & West, and they total \$4,636.90. As for effort through February 25th, 2022, total paid to date if approved \$189,418.67 of total contract amount of \$300,000.00 and that represents 63% from the total contract amount. David recommends we pay the invoice. Gary Burd made a motion. Bruce Hoover seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.

b. Discussion and decision regarding the easement acquisition and counteroffers from landowners. Kyle Sewell, we have a few straggles, eight different landowners that represent eleven easements sending out letters. Larry and I need a conference about them. May is when they will release us for construction and looking at April for a final set of plans.

2. Discussion and decision the proposed 24-inch water line alignment and easements.

a. Discussion and decision regarding easement acquisition counteroffers from landowners. David, there are no counter offers but there are two of them are for condemnation. The Sutton and Freeman. On your agenda today is the corrected Notice of Solution of necessity for the property. We had to correct the easement to back at the end of January because of the mistake we found in the survey. So that's what we'll be asking for your approval on. I haven't got an update from Meschek on the Ghormley and we still need Larry to help us talk to the Darlington International to see where we're at with them.

b. Discussion, consideration and possible vote to approve Resolution No.2022-_____, a resolution declaring the public necessity for the taking, appropriating, and condemning of certain tracts of land in Tulsa County, state of Oklahoma, as set forth on the attached and incorporated exhibit "a" (to the resolution), for water district purposes in connection with the construction of additions and extensions to the water distribution system of Rural Water District No. 3, Washington County, Oklahoma, and authorizing and directing the proper officials of the water district to institute proceedings to condemn said lands. Affected lands and easement/right-of-way area described as:

SUTTON PROPERTY -- TRACT 11A

A tract of land in the southwest quarter (SW/4) of section 21, township 22 north, range 14 east of the Indian Base and Meridian, Tulsa county, state of Oklahoma, according to the official government survey thereof, more particularly described as follows, to-wit:

Commencing at the SE corner of the SW/4 OF Section 21, Township 22 North, Range 14 East; THENCE N01°16'32"W along the east line of said SECTION 21 for a distance of 2641.65 feet to the NE corner of said

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SW/4; thence S88°40'35"W along the north line of said SW/4 for a distance of 50.00 feet to the point of beginning; thence continuing along said north line S88°40'35"W for a distance of 30.00 feet; thence S01°10'19"E for a distance of 47.13 feet; thence S21°10'21"W for a distance of 54.66 feet; thence S10°00'53"W for a distance of 146.42 feet; thence S03°44'19"W for a distance of 747.38 feet; thence S29°20'06"W for a distance of 180.74 feet; thence S06°50'06"W for a distance of 117.59 feet; thence S29°20'06"W for a distance of 637.49 feet; thence S53°49'18"W for a distance of 48.25 feet; thence S29°20'06"W for a distance of 254.60 feet; thence S04°50'54"W for a distance of 152.11 feet; thence S36°18'49"E for a distance of 45.58 feet; thence N04°50'54"E for a distance of 131.66 feet; thence N29°20'06"E for a distance of 979.38 feet; thence N06°50'06"E for a distance of 65.33 feet; thence N29°20'06"E for a distance of 188.12 feet; thence N03°44'19"E for a distance of 798.84 feet; thence N10°00'53"E for a distance of 141.84 feet; thence N21°10'21"E for a distance of 57.66 feet; thence N01°10'19"W for a distance of 53.14 feet to the point of beginning. Said tract of land contains 81,563.98 square feet or 1.87 acres, more or less.

David recommends approval of the correcting the legal description on the Resolution. Gary Burd made a motion. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.

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. No invoice this month.
- b. Discussion and decision to accept or reject bids regarding the Sheridan Booster Pump Station. Kyle, we were supposed to take bids last Friday. We have delayed for two weeks hoping to get better bids and so next month we'd be able to put it on the agenda for you to review bids and approve.

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. Table until next meeting.

5. Discussion and decision regarding the Tulsa County Road Widening project on 86th St N.

- a. Discussion and decision regarding the proposed engineering services agreement with Bartlett & West Inc. for design, bidding contracting and construction administration services related to the Water Line Relocation Project along 86th Street North from U.S. Hwy 75 to Memorial. Jerry, the board had approved the engineering agreement at the last board meeting. We sent down for signatures and have not heard anything back from Tulsa County. There are pieces that are going to be relocated between Memorial and Sheridan. We did the intersection project with Tulsa County already. There's a piece of 12" going west over to Yale is going to be relocated and upgraded.

6. Discussion and decision regarding the Annual Meeting. Let's purpose we put the

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amount for the Board Members in an amendment so we can mail out to the people ahead of time so they can see what they're voting for.

7. Discussion and decision regarding employee raises.

Gary Burd made a motion for a 3% raise and Jerry's set raises for the employees and Jerry a raise of \$100.00 plus a 5% raise. Bruce Hoover seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.

8. Discussion and decision regarding 2022 budget.

Bill Jacobs made a motion. Bruce Hoover seconded. Robert Scott, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

9. Discussion, consideration and possible vote to place the following agenda item on the Annual Meeting Agenda for consideration of the District's Members:

- a. Discussion, consideration and possible vote of the membership to increase the meeting reimbursements to Board Chairman, Secretary/Treasurer and other Board of Director members: (Explanation: The proposed amendment is intended to help in deferring personal Expense incurred by the Board of Directors in attending meetings.)
Jerry, we will send an insert with our April bills with the raise amount for the Board Members to add an amendment for the Annual Meeting agenda.

III. NEW BUSINESS

IV. ADJOURNMENT

1. Robert Scott made the motion to adjourn at 9:40 a.m. Bruce Hoover seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis