

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 April 12, 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 April 12, 2021 at 8:00 a.m.** Chairman, Richard Kriege called roll: Chairman, Richard Kriege, here; Vice-Chairman Bruce Hoover, here; Secretary/Treasurer Robert Scott, here. Directors: Bill Jacobs, here; Gary Burd, here; Steve Cole, here. 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 April 7, 2021 at 4:00 PM. Also present is Jerry Gammill, District Manager; Chad Pennington, Field Supervisor; Dona Lewis, Office Manager and 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 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 March 08, 2021. Bruce Hoover made the motion to approve the minutes as written. Steve Cole seconded. Robert Scott, yes; Bill Jacobs, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- 4. Report of Secretary/Treasurer.** Robert Scott, in April we had 11 new taps and 71 transfers. We sold 43 new taps in March.
- 5. Report of District Manager.** Jerry Gammill, the report went out in the board packet. The 24" waterline, we have started getting some of the owner counter offers. One of the items we did receive email plans, record plans back from the City of Owasso regarding the road widening project down on E 116 St N from Hwy 169 back to 129 E Ave. Regarding the TOC's taken last week on the 7th, and do not have the results back yet. Our SOC's, we will be taking samples for those twice a year. We will be sampling those on the 4th of next month. The Radiological samples results were ok from February. We have been working with the developer and his engineer for the 106th & Memorial project. They are going back and looking at some items regarding the existing 12" waterline, that had been put in. There are some segments that have to be addressed and lowered. They will continue to work on that project. The Thiessen North, we have received the notice of deficiencies from DEQ regarding the waterline plan review that was recently sent into them. That had to do with a 2' verbal

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clearance between the waterlines and the sewer lines. Took a look at that and there are a couple of things that needs to be addressed. David and I had to look at a couple of things, their engineer had to readdress to make sure it was cased and with the variance that we have requested with the waterline being cased. We should be getting answers on the variance very quickly. The Owasso Urgent Care, we have been working on that. It's down by the OCCU on 116th St N and 129 E Ave, that credit union that is right on the corner. The Owasso Urgent Care is going to be on the east side. The waterline has to go in, it's what they have been working on. Taking the 12" from that north east corner to the east and crossing the creek down there and tying into a 12" down by the Grease Monkey on the north side of Taco Bell. That waterline goes down to a certain point and then reduces to a 6" and pipes into the 12" across the creek. They still have some items that they still need to take care of, for example the easements. The Cherokee Nation, which is the soccer complex out on Hwy 20. We have been working with them, reworking again there was another set of deficiencies that have to do with the 2' clearance regarding a gas line. It is going to have to be encased and we have requested a variance on that also and should be getting that at anytime. The Owasso / Smalygo development that basically talked to the board and we allowed a couple of easements down there to be released for a portion released. They have to go through a process and sue us basically so my name is on the report. We are getting sued as we have many times for release of these easements. We sent it to Larry and we just have to respond.

- a. **Field Manager.** Chad Pennington reports 11 field audits, 12 change out meters, 0 replaced can, 0 dirt work, 0 drop-ins, 1 flush line, 2 forfeit, 18 leaks, 0 replaced lid, 2 MXU installed to be radio reads, 1 checked pressure, 9 radio read, 1 replaced setter, 2 shut off, 33 new taps, 40 miscellaneous, 1 zero usage, work orders completed 135. We locked 58 last month. I talked to the guy at Ditch witch, our mini excavator was supposed to be here in April, but it got pushed back to the end of June or first of July.
- b. **Office Manager.** Dona, we issued 170 work orders in March.

6. Report of Attorney.

7. Report of Engineer. David Dollar. We have worked on Dun-rite, 106th St N & Memorial , Magnolia Ridge II, Owasso Urgent Care, Modern Day Dental, Dr Gaches Dental Clinic, Cherokee Nation / soccer complex, The Warren Building, The Thiesson North waterline extension, Attic Storage phase IV. The latest is a new development called Bible Church of Owasso. The 116th St N between 129th E Ave & Hwy 169 we will do a site visit. Provide our feed back on record drawings. The 86th St N project, Tulsa County has between Hwy 75 and Memorial. We responded to some questions on the existing waterlines. We also provided a Atlas mapping for the proposed Shops at Cooper Ranch along Hwy 20. Another proposed development in the NW corner of 106th St N & 145 E Ave.

8. Approval of accounts payable. Robert Scott made the motion to approve. Gary Burd seconded. Bruce Hoover, yes; Bill Jacobs, yes; Steve Cole, yes. Motion carried unanimous.

9. Approval of new tap applications and transfers. Robert Scott made the motion to approve. Gary Burd seconded. Bruce Hoover, yes; Bill Jacobs, yes; Steve Cole, yes. Motion carried unanimous.

10. Approval and/or acceptance of new developments or line extensions.

- a. Discussion and decision regarding 106th & Memorial residential subdivision, Phase I, 45 lots on 48 acres, located on the northeast corner of 106th St N & Memorial. Jerry. They have been here before and received preliminary approval and they had to come back for as a formality to get re-approved so Alan Betchem is here today. The other agreement that we are asking for is permission to serve the development is as part of the Forrest Bend subdivision where we did the 12" waterline extension down to Sheridan. We abandoned a section of 6" that went up and over the top of the back side because it was served by Horse Pen reserve. So that 12" line is in place today across the frontage of this, all by the same developer. The existing 6" from Forrest Bend west back to Memorial is still in place. There are only a couple taps off that 6" and we are requesting that the 6" be allowed to be abandon from Memorial to the intersection over to Forrest Bend. Since we have already got the Forrest Bend tie in

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and moving those taps over to the 12". David recommends we approve abandoning the 6" waterline. Bruce Hoover made a motion to approve abandoning the 6" waterline. Steve Cole seconded. Robert Scott, yes; Bill Jacobs, yes; Gary Burd, yes. Motion carried unanimous.

11. Developments/line extensions waiting final approval.

- a. Discussion and decision regarding Sheridan Crossing Phase IV, 46 lots, 44.1 acre, located north and east of 86th and Sheridan. Bill Jacobs made the motion for the final approval. Steve Cole seconded. Bruce Hoover, yes; Robert Scott, yes; Gary Burd, yes. Motion carried unanimous.

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. Kyle Sewell. They anticipate a December 2021 release to the new construction. They have given us the order to inquire about easements. So we have those laid out in pairs and assign a value and come back to you with that value. And any discussions on how that is compensated through ODOT. David. Bartlett & West has an invoice for services through March 26, 2021 in the amount of \$906.50. If you approve that today, we will have paid Bartlett & West \$143,144.03 of total contractor amount \$300,00.00 which represents 47.7% of total contract amount. I recommend you approve for payment. Robert Scott made the motion to approve the invoice. Bruce Hoover seconded. Bill Jacobs, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

2. Discussion and decision the proposed 24-inch water line alignment and easements. David Dollar. No decisions to be made at this time. Contact the property owners has started as of last month. There are seventeen property owners that we contacted. Some of the residual has fallen back on us. All but two of the seventeen have responded in one way or another. One of the property owners just threw his hands up and said I have attorneys. Go ahead and condemn my property. We really want to see what the feedback is before we come back to you and let us make recommendations on these counter offers. We should expect a come back next month. The survey work that was done by Meshek has completed all the ground survey work. The invoiced the District for the final amount of \$3,867.00. There is \$640.00 left in their budget.

3. Discussion, decision and update the Waterline Relocation project of Horsepen Creek – Tulsa County: J/P 33566(04)

- a. Discussion and decision regarding partial pay estimate for Creek Construction. David. Construction is under way, as they started some last month. We do know that both waterlines have crossed the creek. The casing and pipe links are a little bit longer than what we had in the project, so I have already put in a change order to address that because that does not need to be something set out there. The contractors time start was on February 15 and they actually started a week before. But since February 15, there has been eighteen weather days. They are really doing a good job considering the conditions that they have had to work in. Last week we had an onsite visit and they were bringing the 12" up on the north side of the creek and they hit an unmarked 4" gas line. My visit last week was to discuss the connections details on the north end. What we learned with preconstruction exposure of a 12" and 6"

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waterline where we were to tie in. The 12" waterline is about 6' deep and the 6" has a couple feet of dirt on it. The alternative to move our valve and when we turn to connect back into the 12" and it's been my recommendation that we extend the waterline up a little farther north to keep it shallow not stay as deep as it is. So that may result in some additional pipe that we have to pay for. I have change order #1 which directs us the additional Four Leaf for the 12" and the 6" the total value of the change order is \$15,325.00. I have prepared the paperwork for that and I ask you for your approval with their pay estimate. The change order also addresses to total number of contract days which we will add 18 days to account for the bad weather days. They have a preconstruction estimate and payout application #1 for effort through March 31. The total earned less than ** \$190,755.25 which represents about 44% of the total contract amount. I recommend that you approve the pay out application #1 and change order #1 so that we can submit that on to Tulsa County and 100% reimbursed by Tulsa County. We sent a draft of everything to the County and got their feedback. We are not waiting on ODOT to reimburse which is nice but as soon as we get reimbursed we will pay our contractor. Bruce Hoover made the motion to approve Application #1 and change order #1. Bill Jacobs seconded. Robert Scott, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

4. 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. We did meet with Louis Funk and Kyle Sewell on March 10, a couple of days so we could review the plans. Bartlett & West have an invoice for effort through the March 26 in the amount of \$8,700. Total payment today if that is approved is \$23,200.00 on total contract amount of \$58,000.00. It is my recommendation that you approve the invoice for payment. Gary Burd made the motion to pay the invoice in the amount of \$8,700.00. Bruce Hoover seconded. Robert Scott, yes; Bill Jacobs, yes; Steve Cole, yes. Motion carried unanimous.

5. Discussion and decision regarding the increase in Benefit Unit fee's due to the cost increases in material. Jerry. I would not recommend anything less than going up to

\$1,500.00. That is basically a 20% profit and it is very reasonable. I highly recommend doing the road bore as a separate cost. Gary Burd made the motion to raise the price of the Benefit Unit and the price of the road bore charge. The road bore amount will vary because of on distance to bore and if rocky ground and Chad will let the office know the amount of the road bore. Robert Scott seconded. Bruce Hoover, yes; Bill Jacobs, yes; Steve Cole, yes. Motion carried unanimous.

6. Discussion and decision regarding a (1) time bonus to employees for efforts and hard work maintaining the system during the record low temperatures. Bruce Hoover made the motion to pay employees a \$1,000.00 bonus. Steve Cole seconded. Robert Scott, yes; Bill Jacobs, yes; Gary Burd, yes. Motion carried unanimous.

III. NEW BUSINESS

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IV. ADJOURNMENT

1. Robert Scott made the motion to adjourn at 9:23 a.m. Bruce Hoover seconded. Bill Jacobs, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis

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