

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 MINUTES

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 July 10, 2023 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 July 10, 2023, at 8:00 a.m.** Chairman, Richard Kriege called roll: Chairman, Richard Kriege, here; Vice-Chairman Bruce Hoover, here; Secretary/Treasurer Robert Scott. Directors: Bill Jacobs, here; Gary Burd, here; Steve Cole, yes; Pat Liggett, 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 July 5, 2023, 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 Office 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 June 12, 2023. Bruce Hoover made the motion to approve the minutes as written. Bill Jacobs seconded. Robert Scott, yes; Gary Burd, yes; Steve Cole, yes; Pat Liggett, yes. Motion carried unanimously.
- 4. Report of Secretary/Treasurer.** Robert Scott. In July we had 36 new taps and 55 transfers. We sold 21 new taps in June. We moved 5 million over into T-bills.
- 5. Report of District Manager.** Jerry Gammill. The report went out in the board packets. We took our TOC's this month on the 6th and no results yet. The bridge improvement south of Hwy 20 on Memorial. We have received an invoice for preconstruction. We did purchase a raw water pump #3 and it cost \$56,500. The #2 Oxbow pump had been worked on reinstalled and it has gone ground again. S & D will have to pick it up and work on it again. The high service pump #1 had been repaired and reinstalled. The cost for that was \$6,000. Cooper Crossing Commercial development is located east of Sheridan along the south side of Hwy 20. We did receive an email showing a new proposed layout after all the efforts we put in before. They have had changes in the layout. Mark Allen should be winding up with things.

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They should have raised the hydrants and a manhole they needed to install. They have moved the meter for Hardin. We released an easement we are not going to be using. We had it filed and sent over to ONG. Casa Del Mar, they should be getting started. They have had their preconstruction meeting. Reed Bros, we did receive the Tulsa County Road Bore permits and they did get the easements from the landowner on the west side of property. I did sign off on the DEQ permit to construct and the DEQ packet was picked up to be mailed by the developers. Magnolia Ridge Phase III, we received plans and reviewed those for their engineer. There are a few challenges, they have drainage issues. The Learning Experience, we have been working on submittals and we sent those back on the 5th. Larry is going to talk about the SAIC which is the Benham lawsuit. There is a potential settlement agreement we need to go over. The HR Group, we have had some meetings. They are working on our paperwork and things are progressing. The Rule Regulations committee had a meeting on the 5th. The guys at the plant discovered a leak on the east side of filter building. The camera system, they are working on it early in the mornings and the breaker was changed out at the plant.

a. Field Manager. Chad Pennington reports 5 field audit, 5 change out meter, 0 replaced can, 2 dirt work, 1 drop-in, 1 flush lines, forfeit, 10 leaks, 2 replaced lid, 0 lower can, 7 MXU installed to be radio reads, 2 checked pressure, 1 raise can, 12 get current reading, 3 radio read, 1 replaced setter, 0 shut off, 20 new taps, 10 miscellaneous, 0 zero usage. 82 work orders completed. 44 locked meters.

b. Office Manager. Dona, we issued 97 work orders in June.

6. Report of Attorney. On the Benham lawsuit, we had trouble getting in touch with opposing counsel. Opposing counsel asked us to put some figures together for a settlement. They will pay us.

7. Report of Engineer. David Dollar. The developments I worked on were Hollow Creek Extended II, Reed Bros storage, The Learning Experience, Mark Allen, Magnolia Ridge III, Casa Del Mar, Shoppes at Coopering Ridge. I responded to one request for information, I supplied a water atlas for the Board of Adjustments for a development between Hwy 20 and Mingo. I developed some plans to replace our 6" line at 96th and Yale. I'm not sure of the status for the permit. I took care of record drawings for Parker Village and Mark Allen. The 24" waterline, I turned in the county road bore permits. The 86th St N from Hwy 75 to Memorial. I believe there will be some impact about our waterline going up and down Yale. The work at the bridge along Memorial south of Hwy 20 is complete. We have a reimbursement request.

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

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

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

a. Discussion and decision regarding Twill Johnson Ranch Subdivision, 201 total units, 22.5 acres located at 129th E Ave and 101st St North along the west side of 129th E Ave. Eric Lamont, we are requesting 2 mass meters for small homes. Renter homes and they will all be owned by one owner. Anywhere between 1 to 3 bedrooms and vary in size. It will have master meters and all the waterlines inside will be private. David Dollar. We will bill them for each individual unit for base rate on each meter. Looking at the drawing there may not be enough room for one side for our waterline on the south side. I recommend contingent approval for them. Bruce Hoover made a motion for contingent approval. Steve Cole seconded. Robert Scott, yes; Bill Jacobs, yes; Gary Burd, yes; Pat Liggett, 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 an invoice from Bartlett & West for engineering design. David Dollar. No invoice.
 - b.** Discussion and decision regarding the easement acquisition and counteroffers from landowners. Kyle Sewell. I brought permit plans for Jerry to look through those. We will get a check to send in the permit. As soon as we get a permit we can put in a bid. There is one easement pending.
- 2. Discussion and decision on the proposed 24-inch water line alignment and easements.**
 - a.** Discussion and decision regarding easement acquisition counteroffers from landowners. David Dollar. Nothing new to report.
 - b.** Discussion and decision regarding material prices and estimated project costs. David Dollar. Most of the fittings are in and the pipe should be delivered this week.
 - c.** Discussion and decision on the bidding of Contract #1 – 24-inch Water Line Extension Project; North WTP to 166th Street North. Nothing.
- 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. All the work is completed and Barlett & West have reduced their cope and their fee by \$1,629.00. The engineering final invoice after the reduction is \$1,318.55. That would get them to the new contract estimated amount \$56,371. Gary Burd made a motion to approve the amendment. Robert Scott Seconded. Bruce Hoover, yes; Bill Jacobs, yes; Gary Burd, yes; Steve Cole, yes; Pat Liggett, yes. Motion carried unanimous. David Dollar recommends approval of invoice for \$1,318.55 to be paid. Bruce Hoover made a motion to pay the invoice. Bill Jacobs seconded. Robert Scott, yes; Gary Burd, yes; Steve Cole, yes; Pat Liggett, yes. Motion carried unanimous.
- 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 working on profiles. There are some drive entrances and culverts that are affecting where the line is. Whether lowering or requesting additional easements.
 - b.** Discussion and decision regarding the approval of invoice from Bartlett & West for engineering design. Kyle Sewell. No invoice.

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5. **Discussion and decision and update regarding Tulsa County – 12” waterline Relocation at 14300 North Memorial Bridge Project.** David Dollar. Relocation work was completed on June 20th. We did receive the final invoice from Creek Construction with no change orders. The amount of the invoice was \$49,300 and I recommend you approve that amount. We have a reimbursement request that is already prepared and ready. The total amount we requested is \$53,950.55 which is \$2,787.00 less than what we had approved. We finished it for less than what the County approved it for. Gary Burd made the motion to approve paying the invoice for \$49,300. Steve Cole seconded. Bruce Hoover, yes; Bill Jacobs, yes; Steve Cole, yes; Pat Liggett, yes. Motion carried unanimous.
6. **Discussion and decision to create a committee to consider changes, corrections and updates To the By Laws, Rules and Regulations and other documents.** Bruce Hoover. We are going through the verbiage and cleaning it up. Several processes we’re going to do and have Jerry look through and point out major stuff. Just needs to be updated. We had our first meeting and Jerry covered a lot of why it was written that way. We are going to keep meeting and have updates for board meetings. The Rules and Regulations the board can make changes and By-Laws has to go before the customers at the Annual Meeting.

III. NEW BUSINESS

IV. ADJOURNMENT

1. Robert Scott made the motion to adjourn at 8:53 a.m. Bruce Hoover seconded. Bill Jacobs, yes; Gary Burd, yes; Steve Cole, yes; Pat Liggett, yes. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis