

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 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 14, 2025 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 14, 2025, at 8:00 a.m.** Chairman Bruce Hoover called roll: Vice-Chairman Pat Liggett, here, Secretary/Treasurer Robert Scott, here. Directors: Gary Burd, here; Steve Cole, here; Richard Kriege, here; Caleb Potter, 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 9, 2025, at 4:00 PM. Also, present Chad Pennington, Field Supervisor; Mike Calhoun, Plant 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 June 9, 2025. Steve Cole made the motion to approve the minutes as printed. Richard Kriege seconded. Pat Liggett, yes; Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
- 4. Report of Secretary/Treasurer.** Robert Scott. In July we had 16 new taps and 72 transfers. We sold 18 new taps in June.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex, and familial status. (Not all prohibited bases apply to all programs).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C., 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD).

5. Report of District Manager. Jerry Gammill. The report went out in the packet. The Meadows III, we received plans for review. West Estates, we did reviewed plans for that addition, remember it's on 86th St N and Yale south of the Dollar General. One thing that came through for the Owasso TAC meeting was Braum's located to the south of Reasor's. They have not made any contact with us. I wanted to let you know there was a printout that Andrew-Jayne printed up regarding the Howard Estruct lawsuit. There was an appeal that was made. The attorney fees are going to be on us. They will have hearing to figure out what kind of actual attorney fees. We will have to pay their attorney fees. Project Clydesdale, the county commissioners, tabled it last week and they have another meeting this week. We have been asked to go down and answer questions. We have a lot of people concerned calling and emailing with questions. A gentleman out on Hwy 11 had a high-water bill and was saying the contractor hit his line. He turns us into the Better Business Bureau, and he is asking for a sizable amount of money. The leak happened before the contractor was there on site. The contractor did hit their line, and they fixed it in about 45 minutes. The contractor does owe them some money. I had to draft a response to the BBB and tried to contact them and have not heard back from the BBB. DEQ had called us saying a customer is having a sewer issue and their neighbor is not happy. The customer with the sewer issues called the office and was very upset that we told DEQ what their usage has been. She threatened to contact her attorney. We sent a letter stating we support DEQ. We had a contractor out to clear the intake. We had a butterfly valve that broke off about 16ft deep and we have been working on it. Got hit by lightning at the Hogue Tower that caused some damage and even at the plant. You should have a copy of the Capital Improvements plan, and I have no updates on hiring an Assistant Manager. The engineer, still working on it and wanting to talk to Ryan. The project we were going to get Ryan to work on, Kellogg Engineering has put the project on hold. Research on the scanning, I have not had a chance to touch on that at all. The generator, I need to talk to an electrical engineer. We do have one and I need to talk to him about it. The time clock, I believe the ladies are close to deciding. Creating the job description, that has been done. David Dollar, capital improvements, our sodium hypochlorite system is under sized. We went from feeding chlorine gas prior to 2013, to sodium hypochlorite. The information we had at the time was we could feed 4 parts per million of chlorine to 12mgb and that's how it was sized. Last summer our sodium hypochlorite ran continuously. We don't want them to run all the time, maybe 16 hours out of 24. The operators need some down time to do maintenance. Some operational things that need to be addressed.

a. Field Manager. Chad Pennington reports 5 field audits, 38 change out meters, 2 replaced can, 0 dirt work, 1 drop-ins, 1 flush line, 0 forfeits, 14 leaks, 2 replaced lid, 0 lower cans, 11 MXU installed to be radio read, 1 checked pressure, 1 raise can, 3 get current readings, 0 radio read, 0 replaced setter, 1 shut off, 33 new taps, 27 miscellaneous, 0 zero usage. 140 work orders completed. We hired a new guy and it's time to start with two crews. I got some prices to buy two new gooseneck trailers, they are Interstate trailers. They will be \$15,150.00 apiece. I need to buy a new 1-ton flat bed. The 1-ton to pull equipment for \$61,383.00. Mike called me and we had a valve broke off. We hired Creek Construction to help dig down to the valve so we could do the repair.

- b. Office Manager.** Dona Lewis. We issued 203 work orders in June.
We will be going live with the utility billing in August. I'm sending flyers out with the July bill letting customers know about our new software is coming soon.
 - b. Plant Manager.** Mike Calhoun. The river pump and the oxbow pump are still being worked on. AC at the Morrow and the River pump station are out. The MCC building AC's compressor is out. The AC for the chemical building should be in tomorrow. The lightning we had got the VFD on #4 clarifier and ordered I another for \$340.00. The communication between the Hogue and Morrow is now cellular instead of radio. We interviewed a potential operator, and he has a operator C Lab. My guys want me to ask if we put in a carport / extend the building.
- 6. Report of Attorney.** Nothing.
- 7. Report of Engineer.** David Dollar. The developments I worked on are The Cherokee Nation Housing Authority, West Estates, Project Clydesdale, The Meadows III, Foster Creek II, Casey's and AMOCO. We also spent some time on the project at 106th and 129th E Ave. We received plans and they acknowledged our comments. We still need Utility Relocation Agreement, we still need to know what the cost and what the betterment cost will be. We do have more questions. The Owasso project at 96th by Owasso market, I'm still waiting to hear about the steel casing. The project at Vera, the Washington County waterline relocation project. My last conversation Mr. Kellogg needed to get with Kimley-Horn. The UCMR 5, we completed our review of the third sampling. We are doing four samplings every quarter and there were no PFAS compounds found. Had some requests for atlas map on south end of Collinsville and it is in the Collinsville area. The other one was from Tanner on the east side of Hwy 75 between Hwy and 156th St N. Twenty years ago, the board made decision to start requiring 12-inch on section line roads. I recently helped another water district to prepare a water main sizing policy. ODOT approached the district with a project on Hwy 60. The biggest waterline in the area is a 4-inch and I explained the policy to ODOT. The district can not afford a upgrade. ODOT said not a problem if it's a Resolution you guys passed. That is why we need to do something similar and get it in place.
- 8. Approval of accounts payable.** Pat Liggett made the motion to approve. Richard Kriege seconded. Steve Cole, yes; Robert Scott, yes; Pat Liggett yes; Caleb Potter, yes. Motion carried unanimously.
- 9. Approval of new tap applications and transfers.** Robert Scott made the motion to approve. Steve Cole seconded. Gary Burd, yes; Richard Kriege, yes; Pat Liggett, yes, Caleb Potter, yes. Motion carried unanimously.
- 10. Approval and/or acceptance of new developments or line extensions.**
 - a.**

11. Developments/line extensions waiting final approval.

- a. Discussion and decision regarding The Meadows II, 85 lots, 66.74 ac. Located ½ mile north of 106th and Memorial on the east side of Memorial. Gary Burd made a motion to approve. Richard Kriege seconded. Robert Scott, yes; Pat Liggett, yes; Steve Cole, yes; Caleb Potter, yes. Motion carried unanimously.

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. No invoice.
- b. Discussion and decision regarding the approval of Bolding Construction monthly pay estimate. Nothing.

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

- a. Discussion and decision regarding easement acquisition and counter offers from landowners. David Dollar. Kim Ritchie is working on the condemnation.

3. Discussion, decision and update 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. No news from the county. Nothing.
- b. Discussion and decision regarding the approval of an invoice from Bartlett & West for engineering design. No invoice.

4. Discussion and decision regarding the residual management plan.

- a. Discussion and decision regarding the approval of invoice from Bartlett and West for engineering and design. No invoice.
- b. Discussion and decision to approve the Bid documents for the residual management. No bid documents.
- c. Discussion and decision regarding quote to remove and reinstall ¼ mile of fencing along 176th St. N. pursuant to Pauline M. Scott Revocable Trust Lease agreement. Nothing new.

5. **Discussion and decision regarding the water line relocations in Vera for Ste Job Piece No. 311777(04) County Bridge 146 at Saunders Creek in Washington County, Oklahoma.**
 - a. Discussion and decision regarding the Engineering Services by Kimley-Horn. David Dollar, no report. Brian Kellogg wants to change the design.
6. **Discussion and decision regarding the opening, accepting and possibly rejecting bids of three trucks.**
 - a. 2013 Chevrolet 1 ton – High bid \$5,000.00 Kent Smalygo
 - b. 2003 Chevrolet ½ ton – High bid \$1,000.00 Kent Smalygo
 - c. 2014 Ford F150 – High bid \$3,100.00 Kent Smalygo

Richard Kriege made a motion to approve the high bids and sell all three trucks to Kent Smalygo. Robert Scott seconded. Pat Liggett, yes; Steve Cole, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
7. **Discussion and decision regarding the opening, accepting and possibly rejecting bids for 61” cut Scag Wildcat riding lawn mower.** High bid is \$2,700.00 from Bruce Hoover. Richard Kriege made a motion to approve the high Bid and sell to Bruce Hoover. Pat Liggett seconded. Steve Cole, yes; Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
8. **Discussion and decision regarding the painting of the Pavey Tower.**
 - a. **Discussion and decision regarding the approval of the invoice from Bartlett & West.** Pat Liggett made a motion to approve the invoice for \$1,104.00. Steve Cole seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

III. NEW BUSINESS

1. **Discussion and decision a request by Margaret and Stephen Gwartney for water service by Easement Agreement located approximately 1320 ft. north of 166th St N. and on the west side of Memorial.** Steve Cole made a motion to approve. Pat Liggett seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
2. **Discussion and decision a request by George and Jamie Tyler for water service by Easement Agreement located approximately 1320 ft. north of 166th St N. and on the west side of Memorial.** Gary Burd made a motion to approve. Robert Scott seconded. Richard Kriege, yes; Pat Liggett, yes; Steve Cole, yes; Caleb Potter, yes. Motion carried unanimously.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex, and familial status. (Not all prohibited bases apply to all programs).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C., 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD).

3. **Discussion and decision regarding water service for Dian Stallcop-Peck by Easement Agreement located at 10277 N. Yale Ave. Sperry, Ok. 74073 (approximately ½ mile north of 96th on the east side of Yale).** Pat Liggett made a motion to approve. Richard Kriege seconded. Robert Scott, yes; Gary Burd, yes; Steve Cole, yes; Caleb Potter, yes. Motion carried unanimously.
4. **Discussion and decision regarding the removal of vegetation from sedimentation.** Steve Cole made a motion to table it until we have clear define language on the bids. Richard Kriege seconded. Robert Scott, yes; Pat Liggett, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

IV. ADJOURNMENT

1. Richard Kriege made the motion to adjourn at 9:56 a.m. Robert Scott seconded. Pat Liggett, yes; Steve Cole, yes, Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis