

# **Rural Water District No. 3**

## **Washington County, Oklahoma**

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17227 N. 129<sup>th</sup> 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 August 10, 2020 at 8:00 o'clock A.M., at 17227 N. 129<sup>th</sup> 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 August 10, 2020 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; Max Terrell, 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 129<sup>th</sup> E Ave in Collinsville, Oklahoma. Notice of the meeting was posted on the front door and drive-up window of the district office on August 5, 2020 at 4:00 PM. Also present is Jerry Gammill, District Manager; Chad Pennington, Field Supervisor; Rosemary Robinson, Office Manager and Recording Secretary; David Dollar, Water PAQ Engineering; Larry Steidley, Steidley Law Firm, absent; Kyle Sewell, Bartlett & West; and a representative for Parker Village. 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 July 13, 2020. Bruce Hoover made the motion to approve the minutes as written. Steve Cole seconded. Bruce Hoover, yes; 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, 26 new taps and 107 transfers. We sold 46 new taps in July, one drop-in. Interest rate on our CD was .4 percent and we may need to purchase another one.
- 5. Report of District Manager.** Jerry Gammill, the report went out in the board packet. I have hired a new employee, Justin Witt, and re-hired Michelle Pack. Monthly sampling on the 4<sup>th</sup>, SOC on the 10<sup>th</sup>. Lightning damage to the sludge flowmeter, cost of \$4,681.10. Developments working on are, Chinowth & Cohen behind Starbucks, Parker Village, Urgent Care on 116<sup>th</sup> N & 129 E Ave, line needs to be looped and fireflow requirements. Trinity Church on 76<sup>th</sup> & Memorial.
  - a. Field Manager.** Chad Pennington, 9 field audits, 14 change out meters, 4 replaced can, 2 drop-in meter, 2 flush line, 4 forfeits, 9 leaks, 6 replaced lids, 1 lock meter, 3

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change out 3 MXU, 4 pressure checks, 1 raised can, 1 replace shutoff, 32 new taps, 25 miscellaneous, completed 118 work orders. 73 locks last month.

- b. **Office Manager.** 175 work orders written in July. September board meeting now scheduled for September 21 because of Water Pro Conference, which has been cancelled. Do you want to change it back to the seconded Monday, September 14. Consensus was yes.

**6. Report of Attorney.**

7. **Report of Engineer.** David Dollar, worked on Sheridan Crossing IV, Shoppes at Cooper Ranch, Chinowth & Cohen, Cherry Creek III, New Leaf has been sent to DEQ, Tulsa County Maintenance, moving fence 15 ft., Urgent Care at 116 St N & N 129 E Ave, Ranch Creek, Stone Lake IV, Shoppes at Cooper Ranch, New Leaf, Dollar General Ramona, Tulsa County Maintenance, Owasso Urgent Care, 116 St N & N 129 E Ave, 106 St N & 145 E Ave., Ranch Creek, Owasso fiber project on the back side of Lowe's. In the queue, Parker Village, Tim Ward will be helping us with our sludge management. Working on the Booster Pump contract. Horse Pen Creek.

8. **Approval of accounts payable.** Bill Jacobs made the motion to approve. Gary Burd seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, 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. Steve Cole seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, 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 Magnolia Ridge Phase II, 57 lots, 13.9 ac., located west and north of 86<sup>th</sup> St N and Memorial. Harley Swan with Kellogg Engineering called, will not be able to come. Bill Jacobs made the motion for preliminary approval. Gary Burd seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- b. Discussion and decision regarding Parker Village, 120 lots, 57.5 ac., located on 106<sup>th</sup> St North ¼ mile east of Garnett Rd. A representative from Tuttle & Associates for the client, BAK Development LLC, presented plans for an 8" line and 6" line to loop the addition. Gary Burd made the motion to approve preliminary plans. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

**11. Developments/line extensions waiting final approval.**

- a. Discussion and decision regarding Dollar General water service, 1/63 ac., located on the southwest corner of Hwy 75 and W 3900 Rd (Vera Road.) Gary Burd made the motion to approve. Bruce Hoover seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

**12. Public Comments.**

**II. OLD BUSINESS**

**1. Discussion, decision and update regarding waterline relocation associated with ODOT's Hwy 20 project east of Hwy 75.**

- a. Discussion and decision for the approval of invoice from Bartlett & West for engineering and inspection in the amount of \$24,120.78. Bruce Hoover made the motion to approve. Max Terrell seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- b. Discussion and decision regarding the approval of Assignment of Claim #24 to ODOT for 70.38% reimbursement share of engineering services in the amount of \$16,976.20. Steve Cole made the motion to approve. Bruce Hoover seconded. Bruce

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Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

- c. Discussion and decision regarding the approval of payments from District to Bartlett & West for District's 29.62% share of the total project cost. Bill Jacobs made the motion to approve payment of Claim #24 in amount of \$7,144.58 to Bartlett & West. Gary Burd seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- d. Discussion and decision of Change Order #2 by Creek Construction Contract for VVEC 2-inch water meter service in the amount of \$6,800.00. Steve Cole made the motion to approve. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- e. Discussion and decision of Creek Construction monthly pay estimate. Pay Estimate total is \$484,994.00. ODOT share is \$341,338.78, district share is \$143,655.22. Steve Cole made the motion to approve. Max Terrell seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

**2. Discussion and update regarding the proposed engineering agreement with Bartlett & West for 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 #4 from Bartlett & West for engineering design. Bill Jacobs made the motion to approve invoice and claim in the amount of \$18,866.50. Gary Burd seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

**3. Discussion and decision regarding the proposed 24-inch water line alignment and easements.** Jerry Gammill and David Dollar presented an update.

**III. NEW BUSINESS**

**1.**

**IV. ADJOURNMENT**

1. Bruce Hoover made the motion to adjourn at 8:30 a.m. Steve Cole seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes, Steve Cole, yes. Motion carried unanimous.

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**Robert Scott – Secretary/Treasurer**

**Notes by Rosemary Robinson**