

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 September 13, 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 September 13, 2021 at 8:00 a.m.** Chairman, Richard Kriege called roll: Chairman, Richard Kriege, here; Secretary/Treasurer Robert Scott, here. Directors: Bill Jacobs, here; Max Terrell, here; Gary Burd, yes; Steve Brummett, 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 September 8, 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, 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 August 9, 2021. Bill Jacobs made the motion to approve the minutes as written. Robert Scott seconded. Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
4. **Report of Secretary/Treasurer.** Robert Scott, in September we had 51 new taps and 74 transfers. We sold 91 new taps in August.
5. **Report of District Manager.** Jerry Gammill, the report went out in the board packet. The old plant filter has change order bids to replace the media in filters for the anthracite. The Owasso utility relocation project, on 129 E Ave and E 116 St N we received an email from City of Owasso. Chad and I had a phone call from ODOT representative the other day. The TOC's that were taken on September 8, 2021 are ok. David completed a water service availability report for Olson Inc. for a project on 76th and Yale. Trinity Church is still on hold.
 - a. **Field Manager.** Chad Pennington reports 8 field audits, 10 change out meters, 5 replaced can, 1 dirt work, 4 drop-ins, 1 flush line, 4 forfeit, 28 leaks, 4 replaced lid, 8 MXU installed to be radio reads, 1 checked pressure, 0 raise can, 16 get current reading, 13 radio read, 0 replaced setter, 2 shut off, 36 new taps, 22 miscellaneous, zero usage, work orders completed 164. We locked 46 last month.
 - b. **Office Manager.** Dona, we issued 196 work orders in August.

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6. **Report of Attorney.** Preparing for Howard Esstruct trial.
7. **Report of Engineer.** David Dollar. Developments I worked on, 106th St N & Memorial, Wendy's, Cooper Crossing IV, Owasso Urgent Care, Gacha Dental, Attic Storage, The Warren Building, The Reunion of Owasso, The Criterion Office Building, Aaron Beats development, Mallard Crossing and The Shoppes at Cooper Ranch. The project on 116th between Garnett and 129 E Ave, they are going to start at the intersection at Garnett. The only thing that will impacted by is a 4" waterline. I did a water service availability report for Olson Inc. for the project at 76th & Yale.
8. **Approval of accounts payable.** Bill Jacobs made the motion to approve. Gary Burd seconded. Robert Scott, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.
9. **Approval of new tap applications and transfers.** Robert Scott made the motion to approve. Bill Jacobs seconded. 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 Wendy's, Lot 3 Block 2 of the Garrett Creek Center Phase II replat of Lot 2 Block 1, located west of Hwy 169 and South of 116th St N. David said no issues with water demands. David recommends contingent approval. Robert Scott made a motion for contingent approval. Steve Cole seconded. Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes. Motion carried unanimous.
 - b. Discussion and decision regarding a Mark Allen Buick GMC, 2 lots, 40.29 ac., a Commercial Development located on the east side of Hwy 169 and south of 156th St N approximately ¼ mile. David, the site plan is lacking information and no water line plans received yet. The 12" waterline comes from the south where it crosses, on the access road on the west side of Hwy 169. The 12' will have to be brought up north across this property and tie into Fugate possibly a cost share to make 12' line. David, recommends contingent approval. Steve Cole made a motion. Robert Scott seconded. Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes. Motion carried unanimous.
11. **Developments/line extensions waiting final approval.**
 - a. Discussion and decision regarding Cherry Creek Phase II, 95 lots, located on the south side of Hwy 20 between Memorial and Sheridan approximately the ½ mile. Bill Jacobs made a motion. Robert Scott seconded. Bruce Hoover, 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. David. We have an invoice from Bartlett & West for the amount of \$4,229.54 and that's for effort through August 20, 2021. Total paid to date if that is approved for \$164,105.75 of the total contract amount of \$300,00.00 and that represents 55% of the total fee. It is my recommendation that you approve payment. Steve Cole made the motion. Bill Jacobs seconded. Robert Scott, yes; Max Terrell, yes; Gary Burd, yes. Motion carried unanimous.
 - b. Discussion and decision regarding the easement acquisition and counteroffers from landowners. Kyle Sewell. No new counter offers.
2. **Discussion and decision the proposed 24-inch water line alignment and easements.**
 - a. Discussion and decision regarding easement acquisition counteroffers from landowners. David Dollar. we had an invoice from Meshek for \$3400.00. We have acquired two new easements, the Otherwise Investments and Harris. We still need to meet with the Turner's. We need to make a phone call to Darlington International and will need Larry Steidley's help with this one. The Ghormley property will maybe

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work out by the end of the month. The last two Sutton and Freeman are the south properties. I think we are at the point where we need to start the process for condemnation on the Sutton and Freeman properties. Probably the only two we will have to do. David recommends we start the process for condemnation. Bill Jacobs made a motion. Robert Scott seconded. Max Terrell, yes; Gary Burd, 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. Kyle Sewell. The documents are prepared for the DEQ submittal permits to go through with Jerry and David today. The project should take approximately to build. David, we do have an invoice from Bartlett & West for \$2,900.00 for effort through August 20, 2021. The total paid today if approved is \$40,600.00 and total contract amount is \$58,000. That represents 70% of total fee. David, I recommend you approve the invoice. Steve Cole made a motion. Gary Burd seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes. Motion carried unanimous.

4. Discussion and decision regarding a request for (2) water services by Easement Agreement for Jared Green property 116.57 ac. located on the west side of Hwy 75 between 76th St North and the south side of Country Corner Estates Phase II (abuts the west side of Hwy 75). Chad Pennington recommends approval of (2) meters with each meter sitting on its separate easements. agree A stipulation added is if the waterline is moved, they will put the meter on their own property. Robert Scott made a motion. Gary Burd seconded. Bill Jacobs, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.

III. NEW BUSINESS

IV. ADJOURNMENT

1. Gary Burd made the motion to adjourn at 9:08 a.m. Steve Cole seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis