

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 September 8, 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 September 8, 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 September 3, 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 August 11, 2025. Steve Cole made the motion to approve the minutes as printed. Pat Liggett seconded. Richard Kriege, yes; Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
- 4. Report of Secretary/Treasurer.** Robert Scott. In September we had 23 new taps and 74 transfers. We sold 15 new taps in August.

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- 5. Report of District Manager.** Jerry Gammill. The report went out in the packet. Down on 106th St N and 129th E Ave, the road widening project. David and I have been dealing with the Relocation Agreement. It had some numbers that wouldn't be accurate and pointed out some things. The 96th St N and N 129th E Ave, down by Walmart. There was a preconstruction meeting on the 20th of this last month. Chad Pennington, I'm meeting them on the 15th of the month in the morning on their first part during the day we will cap that line so Murphy can have water. Then they are going to start at the bank and tie into that valve, and it will be nighttime work. They can work for 1 hour after they close until 1 hour before they open. Jerry Gammill, we have TOC samples this month, Disinfection by products, third quarter samples. We had some results that were high but with the averaging we were in compliance. The SOC samples we still have to do, the UCMR5 samples we delivered those on the third of last week. We started taking the Lead and Copper samples for this year. Goodwill, contractor called and they thought they were ready to start work. They sent the submittals for the project, and we had to talk to them because they were wrong for the materials we use. They have to redo the submittals, and they can move on to the preconstruction meeting. Project Clydesdale, we have multiple sets of plans. The plat and plans were not marrying up. We did the walk through on Highway 11 and there are things that need to be taken care of and apparently, they need to touch base with landowners. We have an open records request from a gentleman from a company called Frontier. I believe it's an online publication. Larry and I both spoke with him and the information he wanted was not attainable for us to do. I have been working on a bond with arbitrage calculations. That was supposed to have been done earlier this year. Bodie got to a certain point, there was about \$30,000.00 we might owe the state. There is an allowance on the Bonds that you can only make so much interest(money) up and beyond what the calculation verbiage says. When we were doing this the Bond calculation, we saved approximately a million dollars that went into a construction account for us in the process. That's where we made money. During the beginning of this we sold the bonds, we weren't making any money. When covid started passing, the interest rate started to increase, that's when we made our money. Off the million not the bonds. When we sold the bonds, we saved the money and set aside in construction account. We didn't use it during Covid. We may not have to pay in. On the Howard-Estrut lawsuit, the amount \$187,509.00 that we are going to owe anyway. The lowest amount that Andrew could get is \$607,490.00. Green Country Auto, the site plan is showing potential new buildings and aa additional road coming off of 146 ST N. The checklist, I have not had any time to look for a Assistant Manager. I have been looking for Engineers, but I'm looking at Kimley-Horn with Ryan to pick up some of the work for us. The dollar number is probably going to be \$160.00 -170.00 more than what David charges. Most of the fees are paid by the developers. The scanning program for documents. It's going to take a little time. Next item the generator, we talked about putting it down at the Oxbow. I met with electrical engineer, James Goodwin. The material alone would cost as much as buying a whole new generator. The materials would cost \$150,000.00 to run the wire to both stations.

- a. **Field Manager.** Chad Pennington reports 3 field audits, 90 change out meters, 3 replaced can, 5 dirt work, 1 drop-ins, 0 flush line, 2 forfeits, 19 leaks, 1 replaced lid, 0 lower cans, 2 MXU installed to be radio read, 0 checked pressure, 3 raise can, 0 get current readings, 0 radio read, 0 replaced setter, 2 shut off, 10 new taps, 25 miscellaneous, 0 zero usage, 68 Locked meters and 58 unlock meters. 166 work orders completed. We had a class to teach us to do service orders on the tablets. I hired another guy named Seth; he will be my floater.
- b. **Office Manager.** Dona Lewis. We issued 69 work orders in August. We got the bills out but a little later than usual. We did not charge penalties on the August bills and we decided to hold off locking meters in September because of the transition. The customers cannot figure out the new system and keep paying on the old systems.
- c. **Plant Manager.** Mike Calhoun. We have the A/C in all three sites working now. One river pump is being repaired. The #3 research pump is back and I'll get Trey Keith out to put it back in. Had two of our scroll compressors gone out and have been ordered and the dryer is having problems. We are looking into a screw compressor.

6. Report of Attorney. Nothing

- 7. Report of Engineer.** David Dollar. The developments I worked on are Stone Lake VI, West Estates, Project Clydesdale, the Eddie James Green Country Auto, Cummings Land and Cattle company, Mercy Regional, Braums and Goodwill. We have been working with City of Owasso for years now on relocation projects. Years ago we came up with a format for the Utility Relocation Agreement. The latest project is the intersection of 106th St N and 129th E Ave. They are bidding on that project now. We don't have a Utility Relocation Agreement yet, because they have waited until the last minute. Back in 2021, I estimated what I thought our betterments cost would be for the project. I was convinced right around \$100,000.00 for cost. We get communication from Owasso and they are telling us that our betterment cost is \$316,000.00. They didn't share that number right off that bat. I took a look at it and I was convinced they had messed up. Our betterment cost had grown to about \$180,000.00 but \$316,000.00 is concerning. We have one fire hydrant in that area and the project will have eight. Owasso has decided that those are betterments. I was told by Owasso that this is not an ODOT project. The project is being paid some other way. They are considering something to be betterments that never have been in the past. We are going to try and make that right. They are asking us to pay for something that they didn't plan. The Fire Marshall did not even know about it. They are taking our easement and not giving us a new one. They failed to plan on this project and came up short on the money. This is how they plan to get some of it back.

- 8. Approval of accounts payable.** Pat Liggett made the motion to approve. Richard Kriege seconded. Steve Cole, yes; Gary Burd, yes; Robert Scott yes; Caleb Potter, yes. Motion carried unanimously.

9. Approval of new tap applications and transfers. Robert Scott made the motion to approve. Gary Burd seconded. Steve Cole, 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. Discussion and decision regarding LIS, 40 lots, a residential subdivision located at the southwest corner of 186th St N and Garnett. David Dollar, I recommend contingent approval. Steve Cole made a motion for contingent approval. Pat Liggett seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
- b. Discussion and decision regarding Braum's Owasso, a (1) Lot (1) Block commercial development located in the Garrett Creek Center Phase II replat. David Dollar, I recommend contingent approval. Pat Liggett made a motion for contingent approval. Caleb Potter seconded. Richard Kriege, yes; Robert Scott, yes; Steve Cole, yes; Gary Burd, yes. Motion carried unanimously.

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. No invoice.
- b. Discussion and decision regarding the approval of Bolding Construction monthly pay estimate. No pay estimate.

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. Nothing new.

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. Kyle Sewell. The County is still working on their plans.
- 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. Kyle Sewell. We have been doing some data revised.
 - 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. Robert Scott, I have already done the fence.
 - d. Discussion and decision regarding a land lease agreement and land application located at 176th St N and N 129th E Ave. Kyle Sewell. He has requested \$1,000.00 and timing issues because of grazing animals. Robert Scott. You are tying up his land where he can't use it. Caleb Potter. I think we should pay for it because it's a lot cheaper than a gate. It's not that much money and it should be standard for all of them.
- 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 approval of the invoice by Kimley-Horn for engineering and design. David Dollar, no invoice and we got the Utility Relocation Agreement sent in.
 - b. Discussion and decision regarding the Washington County Utility Relocation Agreement pay estimate. Ryan Smith, we are waiting on a letter from Kellogg stating a notice to proceed. We will get the surveyor started and there is additional survey on the SW corner of the intersection.
- 6. Discussion and decision regarding the removal of vegetation from Sedimentation.** Nothing new.
- 7. Discussion and decision regarding a water service request to the City of Tulsa for two, or more, additional master meter connections to be located along the north side of 76th Street North and east of Yale Avenue intersection.** David Dollar, City of Tulsa will require the water District provide a letter requesting water Service. We must produce a letter requesting that the master meters be placed in certain locations. A few weeks ago, there were four meters and now there are two. The other issue is how much water they will use? The developer is looking at over 6 million gallons a day when fully developed. Our contract with City of Tulsa as it exists today, we have a right to 3million gallons a day. We use on average maybe of 150,000 gallons. We need to talk to City of Tulsa regarding that we need more water. It's my recommendation that we go to City of Tulsa and ask for our water contract to be increased to 6.5 million. These guys are going to develop over 5-10 years. Devin with Kimley-Horn, what we are looking for approval from the board for David and Jerry to write a formal letter to the City of Tulsa to Amend the Master Service Agreement. The exhibit I provided you guys, we worked through variations that are purposing 2 master meters location. Both off new 16" taps on City of Tulsa 48" waterline and then a tap on the City of Tulsa 24" that would go to a 10" master meter. We would then connect those 2 master meters with a 16" manifold and then serve the property from that manifold. David Dollar, off that manifold we will have our meters. They are proposing that we put in 10" meters.

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We don't have a 10" meter in our design standard or our rates. We will have to address the rates and these guys are going to have to propose how a meter is placed in the vault. Each building will have a 10" meter and separate fire flow meter. They will run water through the fire flow meter into a tank and then they will pump from that for fire flow needs. Then there will be another meter for irrigation. Each building will have 3 meters. Tulsa will sub meter somewhere. David Dollar recommends to give us approval to write a letter that requests these 2-master meter locations and increase our contract water amount to 6 ½ million a day. Richard Kriege made a motion to approve. Steve Cole seconded. Robert Scott, yes; Pat Liggett, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

8. **Discussion and decision regarding a request by Gena McGill and Sheila Powers Trustee of Eugene C. and Maggie L. McGill Revocable Living Trust for water service by Easement Agreement located at the north east corner of 156th ST. North and Lewis.** Chad Pennington, they split up some land and their meter sets on another piece of property that they sold. The other people will sign an easement agreement. Robert Scott made a motion to approve pending paperwork. Pat Liggett seconded. Richard Kriege, yes; Steve Cole, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
9. **Discussion and decision regarding a request by Dean Cummings for water service by Easement Agreement located on the north side of 96th St N. and west of Yale approximately 2,640 ft.** Chad Pennington, no problem getting a Easement Agreement on where the meter goes. Chad, recommends getting an Easement Agreement. Pat Liggett made a motion to approve. Gary Burd seconded. Richard Kriege, yes; Robert Scott, yes; Steve Cole, yes Caleb Potter, yes. Motion Carried unanimously.
10. **Discussion and decision regarding a request by Michelle Hardy for water service by Michelle Hardy for water services by Easement Agreement located on the east side of Yale approximately 2640 ft north of 96th St N.** Chad Pennington, I recommend an Easement Agreement. Steve Cole made a motion to approve. Pat Liggett seconded. Richard Kriege, yes; Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

III. NEW BUSINESS

IV. ADJOURNMENT

1. Richard Kriege made the motion to adjourn at 9:44 a.m. Pat Liggett seconded. Robert Scott, yes; Steve Cole, yes, Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis