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 SPECIAL 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 August 10, 2026, 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 August 10, 2026, 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 August 5, 2026, at 4:00 PM. Also, present Chad Pennington, District Manager, Justin Witt Field Supervisor, Mike Calhoun, Plant Supervisor, Dona Lewis Recording Secretary, Ryan Smith, Kimley-Horn, Larry Steidley, Steidley Law Office here and other interesting 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 July 13, 2026. Steve Cole made the motion to approve the minutes. Richard Kriege seconded. Motion carried unanimously.

4. **Report of Secretary/Treasurer.** Robert Scott**.** In August we had 19 new taps and 67 transfers and sold 27 new taps in July.

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5. **Report of District Manager.** Chad Pennington, we did get our new air conditioner put in and a updated alarm system installed. We did have some guys from the plant that got new license. David Hayes got his C Lab license, and Adam Long got his B operator and C Lab license. We met with Dell Hughes for a few things. Our AR and ERP is done and filed with EPA. Luxa services are doing our bank reconciliation, and they are all caught up with them. Going forward they are going to help with bank reconciliation and help with budgets. We had to get the front gate overhauled. The 2 Million tower we have a problem and can't turn the valves on or off. Utility Supply will come in and put in new valves; there will be two of them.
    a. **Field Manager.** Justin Witt. Field Audit 6, replace can 55, change outs 4, dirt work 6, forfeited meter 0, drop in meter 1, flush line 2, leaks 20, miscellaneous 2, check pressure 0, get readings 15, dirt work service action 2, shut off repair 2, add MXU 6, new taps 8 and completed work orders 155. We locked 90 meters and 81 unlocks.
    b. **Office Manager.** Carrie Friend**,** I had flyers made up to send out with the August bills for the price increase on the service fees. We did have an employee leave, and we are looking for a new person.
    c. **Plant Manager.** Mike Calhoun., I have a new compressor, and my electrician will be here to set it up. The Cooper Tower is not serving any purpose right now. Trying to figure out how to fix it.
6. **Report of Attorney.** Larry Steidley. We are going to have a jury trial on October 5 for the Benham Lawsuit.

7. **Report of Engineer.** Reference to the report from Ryan Smith.

8. **Approval of accounts payable.** Gary Burd made the motion to approve. Pat Liggett seconded. Motion carried unanimously.

9. **Approval of new tap applications and transfers.** Robert Scott made the motion approve. Richard Kriege seconded. Motion carried unanimously.

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

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

12. **Public Comments.**

II. OLD BUSINESS

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1. **Discussion and decision regarding the proposed 24-inch water line project and easements.**
   a. Discussion and decision regarding easement acquisition and counteroffer from landowners. Ryan Smith. We have made final changes and are going to submit to DEQ probably this week is Contract 2. Contract 3 is survey will be starting soon.

2. **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. Project is delayed because county redesigned plans.
   b. Discussion and decision regarding the approval of an invoice from Bartlett & West for engineering design. No invoice.

3. **Discussion and decision regarding the residual management plan.**
   a. Discussion and decision regarding the approval of invoice in the amount of $38,000.00 from Bartlett and West for engineering and design. Richard Kriege made a motion to approve the invoice. Robert Scott seconded. Steve Cole, yes; Gary Burd, yes; Pat Liggett, yes; Caleb Potter, no. Motion carried non-unanimous vote.
   b. Discussion and decision regarding the approval of the invoice in the amount of $2,254.50 from Bartlett and West for engineering and design. Richard Kriege made a motion to approve the invoice. Motion carried unanimously.

4. **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**. Ryan, the owner still has not removed the debris. The County Commissioner is supposed to be meeting with the Sheriff.

5. **Discussion and decision regarding pending quote for USG Water Solutions to maintain our towers.** John Hoffman with USG Water gave a report regarding the price. Steve Cole made a motion to table it. Pat Liggett seconded. Motion carried unanimously.

6. **Discussion and decision regarding Justin Witt's wages for becoming the full-Time Field Manager.** Pat Liggett made a motion to raise his pay to $42.00 to approve. Richard Kriege seconded. Motion carried unanimously.

7. **Discussion and decision regarding taking off names of Richard Kriege and Dona Lewis off the safety deposit box RCB bank and adding Carrie Friend and Chad Pennington.** Richard Kriege made a motion to approve. Robert Scott seconded. Motion carried unanimously.

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8. **Discussion and decision regarding hiring a security guard at the Annual Meeting.** Steve Cole made a motion to table it is pending further information. Pat Liggett seconded**.** Motion carried unanimously**.**

9. **Discussion and decision regarding hiring Waterworth.** Richard Kriege made a motion to approve. Pat Liggett seconded. Motion carried unanimously.

10. **Discussion and decision to start using the Consent agenda format for RWD#3**. Gary Burd made a motion to approve. Richard Kriege seconded. Motion carried unanimously.

11. **Discussion and decision regarding removing Michelle Pack and Jerry Gammill and adding Chad Pennington, Carrie Friend and Cody Iceberg as the new Trustees for Nationwide.** Pat Liggett made a motion to approve. Steve Cole seconded. Motion carried unanimously.

12. **Discussion, consideration and possible action on making a change to the Rules and Regulations, including the base tap language from 5/8" to 3/4", and approving Rules and Regulations document with the amendments to the new tap (approved in March 2026, to be effective May 1) and other fees approved at July 13, 2026, Board meeting (to be effective September 1).** Pat Liggett made a motion to approve. Steve Cole seconded. Motion carried unanimously.

13. **Discussion and action for partial release of Guy Pickard and Bird Creek Ranch Limited Partnership easement located on the southwest corner of 86th Street North and Sheridan Road.** Pat Liggett made a motion for Contingent approval and giving Chad Pennington the authority to sign the release. Steve Cole seconded. Motion carried unanimously.

14. **Discussion and decision regarding the audit.** Donna Lowery, I know this is the first year that we missed your Annual Meeting. The district personnel could not readily extract reports from the new software. You do have a good clean audit. We didn't find anything that would cause your financial statements to be materially misstated.

15. **Discussion and decision regarding hiring a company to figure out the last of the customers' side waterline for lead and copper.** Richard Kriege made motion for contingent approval to hire someone if needed. Gary Burd seconded. Motion carried unanimously.

16. **Discussion, consideration and possible vote to enter Executive Session pursuant to Title 25 O.S. § 307 (B)(2) to discuss the purchase, acquisition and/or appraisal of real property pertaining to Tulsa County Case No. CJ-2022-3057, Rural Water District #3 vs. Sutton, and for that same case and pursuant to Title 25 O.S. § 307 (B)(4) to have confidential communications between the District's Board of Directors and its attorney**

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concerning Tulsa County Case No. CJ-2022-3057 if the Board, with the advice of its attorney, determines that disclosure will seriously impair the ability of the Board to process the claim or conduct the litigation in the public interest. Robert Scott made a motion to go into executive session at 9:27am. Pat Liggett seconded. Motion carried unanimously.
Pat Liggett mado a motion to come out of executive session at 9:33 am. Gary Burd seconded. Motion carried unanimously.
Richard Kriege made a motion for the lawyers to go up to $75,000.00 in the condemnation lawsuit. Steve Cole seconded. Motion carried unanimously.

III. NEW BUSINESS

IV. ADJOURNMENT

1. Richard Kriege made the motion to adjourn at 10:28 a.m. Gary Burd seconded. Motion carried unanimously.

_____
Robert Scott – Secretary/Treasurer
Notes by Dona Lewis

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