

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 January 12, 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 January 12, 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 December 3, 2025, at 4:00 PM. Also, present Chad Pennington, Field Supervisor not here, Mike Calhoun, Plant Supervisor, Dona Lewis Recording Secretary, David Dollar, Water PAQ Engineering, Larry Steidley, Steidley Law Office not here 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 December 8, 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 January we had 13 new taps and 41 transfers. We sold 21 new taps in December.

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- 5. Report of District Manager.** Jerry Gammill. The report went out in the packets. We did get out TOC samples on the 8th of this month, and everything was fine. The next item is Roots Coffee; I had a call from a young lady. She wasn't aware of the development process and had multiple questions. It is a small triangle piece across the street from the Maverick. December 22, 2025, we received a letter from DEQ that officially closed in November. It's a big inspection from DEQ. They walk through every door, every tower sight, pump station, financials. Every 3-5 years they do this inspection. Braum's Ice cream, we received the plans and paperwork and getting with them to set up a pre con meeting. We are trying to set Warren Cat up as a vendor and get them up here to look at the generator. Remember Tom Still had been in an accident. The officer that handled the accident wrote it up as if it was Tom's fault. Larry is helping and called to talk to the officer's captain. The captain agreed that it could not be our employee's fault. If the report stays the way it is the insurance companies claims it is our employee's fault. If we have a claim, we could lose our loss experience credit through our insurance company. Which could be about \$20,000.00. Our insurance paid about \$4,800.00 for our truck. We were expecting their insurance to pay.
- a. Field Manager.** Chad Pennington. Not here.
 - b. Office Manager.** Dona Lewis. As you know we lost Michelle and Carrie has been trying to learn that position. Carrie has been working hard and has done two pay periods, and one accounts payable run. Yes, we do need to cross train, but we were barely learning our own position. I did hire someone to take over the billing position that Carrie was doing. Last billing we sent out letters explaining our new lock letter process and we included auto drafts forms for customers to set up for their payments. We had 150 customers set up for auto drafts.
 - c. Plant Manager.** Mike Calhoun. I had the motor on clarifier #4 went out and should be back Wednesday. The builders have started on the room at the plant. David Hayes, one of our night guys got his C Operator license. Bruce Hoover, should that be pay bump for something like that? You and Jerry look and see what it is worth and bring it to the board next month.

6. Report of Attorney. Nothing

- 7. Report of Engineer.** David Dollar. I worked on Project Clydesdale, Mercy Regional, Sunset Meadows, Braum's, Ace Hardware and Yale Estates. On the Project Clydesdale we were asking Tulsa for more water. The Contract Amendment is in and ready for your action. We talked briefly about Owasso project on 106th and 129th, we are just waiting to hear about a pre con meeting. It would be nice to know how much the waterlines are. There was a atlas request along 126th between 129th and Garnett. There is a tract of land south of 126th that somebody is looking at. We have a 12" waterline on north side of 126th and we have a 4" line that goes through the middle of this tract. It literally goes cross country. I did a water service availability review for a 13-lot development on northeast corner of 136th and Sheridan.

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- 8. Approval of accounts payable.** Steve Cole made the motion to approve. Richard Kriege seconded. Robert Scott, yes; Gary Burd, 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. Pat Liggett seconded. Steve Cole, yes; Richard Kriege, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
- 10. Approval and/or acceptance of new developments or line extensions.**
 - a.** Discussion and decision regarding Yale Estates Phase I, 40 acres, 52 lots, located at the northeast corner of 126th St N and Yale. David Dollar recommended contingent approval. Richard Kriege made a motion for contingent approval. Robert Scott seconded. Pat Liggett, yes; Steve Cole, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
- 11. Developments/line extensions waiting final approval.**
 - a.**
- 12. Public Comments.**

II. OLD BUSINESS

- 1. 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. We have been working on 3 condemnations for way too long. I reached out to Kim Ritchie and he responded back to me. I ask him about all 3 and one was settled in November 2023. I asked him for the information. The Sutton condemnation is the big tract on the south end of this deal. Sutton fought us and is still fighting us. He was fighting the legally of the taking. We did everything that we were supposed to do and put money in escrow. Around \$70,000.00. I learned that Sutton withdrew that money in October. He has been throwing the money out of that account. Which basically, eliminates his ability to fight us about the legally of the taking. He can still fight us about the amount we pay him. What Ritchie must do is get with the judge and get paperwork done that memorizes that. Once that is done we should have right of entry on Sutton. The Ghormley easement, Mr. Ritchie said the owners' representative, brought in all the W9's for all the relatives. They have agreed to \$7,400.00, which is what we offered them. Now all he has to do is get signatures on paper from all the owners. As soon as that is done, we will have right of entry for the Ghormley property.

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- 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. No new information from the County.
 - 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 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, DEQ has approved your Residual Management plan. When we are in agreement on the bid documents, then we will be able bid. David Dollar, the board needs to give us approval to get this in the bidding process contingent on the bid documents. Gary Burd made a motion to give Jerry and David the contingent approval on the bid documents. Pat Liggett seconded. Steve Cole, yes; Robert Scott, yes; Richard Kriege, yes; Caleb Potter, yes. Motin 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.**
 - a. Discussion and decision regarding the approval of the invoice by Kimley-Horn for engineering and design. We do have an invoice for \$8,356.81 that's for effort through November 30, 2025. If approved the district will have paid \$13,602.18. Total contract amount of \$59,400.00. Our share is \$1,219.26 and the County's share is \$7,137.55. That represents about 23% of the total contract amount. Robert Scott made a motion to approve the invoice. Richard Kriege seconds. Steve Cole, yes; Pat Liggett, yes; Gary Burd, yes; Caleb Poter, yes. Motion carried unanimously.
 - b. Discussion and decision regarding the Washington County Utility Relocation Agreement pay estimate. Ryan Smith, nothing new.

- 5. Discussion and decision regarding engineering service proposal(s) for the North Water Treatment Plant Sodium Hypochlorite Expansion Project.**

David Dollar, nothing new.

- 6. Discussion and decision regarding Amendment #3 to the Tulsa Water Supply Agreement.** This is related to Project Clydesdale. We already have contract with City of Tulsa. This is Amendment #3 which increases our total water take maximum to 6 ½ million a day and that will be in affective 2025 and going forward. Project Clydesdale has stated that the maximum they are going to take is 6.14 million gallons a day on a peak day. That leaves us plenty of water for other purposes. It's my recommendation to approve Amendment #3.

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III. NEW BUSINESS

IV. ADJOURNMENT

1. Gary Burd made the motion to adjourn at 8:52 a.m. Richard Kriege seconded. Steve Cole, yes, Pat Liggett, yes; Robert Scott, yes; Caleb Potter, yes. Motion carried unanimously.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis

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