

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 January 8, 2024 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 8, 2024, at 8:00 a.m.** Chairman Richard Kriege called roll: Vice-Chairman Bruce Hoover call, here, Secretary/Treasurer Robert Scott, here. Directors: Gary Burd, here; Steve Cole, yes; Pat Liggett, 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 January 3, 2024, at 4:00 PM. Also, present is Jerry Gammill, District Manager; Chad Pennington, Field 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 December 11, 2023. Bruce Hoover made the motion to approve the minutes as written. Gary Burd seconded. Robert Scott, yes; Steve Cole, yes; Pat Liggett, yes. Motion carried unanimous.
- 4. Report of Secretary/Treasurer.** Robert Scott. In January we had 18 new taps and 55 transfers. We sold 19 new taps in December.
- 5. Report of District Manager.** Jerry Gammill. The report went out in the board packets. We took TOC samples earlier this month and the last months were good. Regarding the sludge management, we have a proposal to get the testing done. Cooper Crossing Commercial, we received two sets of plans for review. The Reunion @ Owasso III, we did receive the signed copy of the easement for the meters. The Foster Creek, we received plans and a plat for review. The Triple T Self Storage, Chad and I met with the owners and went over general development questions. On the 16th of last month we did have an 8" waterline by the Hogue pump station blow out. The house that is next door straight west of the station. This house flooded one time before and it flooded again. This time they had made some changes and supposedly fixed it. The homeowner has gave us repair from Burgraff restoration for \$2,070.90

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- a. **Field Manager.** Chad Pennington reports 2 field audits, 5 change out meters, 0 replaced cans, 0 dirt work, 0 drop-in, 0 flush lines, 2 forfeit, 13 leaks, 0 replaced lid, 0 lower cans, 28 MXU installed to be radio read, 0 checked pressure, 0 raise can, 18 get current readings, 0 radio read, 0 replaced setter, 0 shut off, 34 new taps, 23 miscellaneous, 0 zero usage. 126 work orders completed. 52 locked meters.
- b. **Office Manager.** Dona Lewis. We issued 155 work orders in December.

6. Report of Attorney. Nothing.

7. Report of Engineer. David Dollar. The developments I worked on are Foster Creek, Cherokee Nation Housing Authority, The Shoppes @ Cooper Ranch, The Meadows@ Phase II, The Reunion @ Owasso Phase III, Same Day Auto, Triple T Self storage. The 96th Street project, we have returned the utility relocation agreement to Owasso. I currently have in my que to review the next set for Foster Creek and the next set for Shoppes @ Cooper Ranch. Construction is underway for the 24" waterline.

8. Approval of accounts payable. Steve Cole made the motion to approve. Bruce Hoover seconded. Gary Burd, yes, Robert Scott, yes; Pat Liggett, yes. Motion carried unanimous.

9. Approval of new tap applications and transfers. Robert Scott made the motion to approve. Pat Liggett seconded. Bruce Hoover, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

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

a.

11. Developments/line extensions waiting final approval.

- a. Discussion and decision regarding Cooper Crossing Extended IV, 23.79 acres, 22 lots, located south of Cooper Crossing Extended III. Steve Cole made a motion to approve. Gary Burd seconded. Robert Scott, yes; Bruce Hoover, yes; Pat Liggett, 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 an invoice from Bartlett & West for engineering design. Kyle Sewell. No invoice.
- b. Discussion and decision regarding the easement acquisition and counteroffers from landowners. Nothing new.

2. Discussion and decision on the proposed 24-inch water line alignment and easements.

- a. Discussion and decision regarding easement acquisition counteroffers from landowners. David Dollar. We may need a little more easement from the Rendering Plant and we still haven't got the last signature for the Ghormley property. We may need to condemn the property.

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- b. Discussion and decision on the bidding of Contract #1 – 24-inch Water Line Extension Project; North WTP to 166th Street North. David Dollar. Nothing new.
- 3. **Discussion and decision 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. Working on the last set of plans. Doing easement research.
 - b. Discussion and decision regarding the approval of invoice from Bartlett & West for engineering design. No invoice.
- 4. **Discussion and decision to create a committee to consider changes, corrections and updates to the By Laws, Rules and Regulations and other documents.** Steve Cole. We need to look at this and get finalization for next month.
- 5. **Discussion and decision regarding the proposal Utility Relocation Agreement with the City of Owasso for the relocation of District water lines associated with Roadway and Bridge Improvements along E. 96th St. N. in the area west of Highway 169. This project will not include any betterments by the District and all relocation costs will be by the City of Owasso.** David Dollar. No report.
- 6. **Discussion and decision to paint the Pavey Tower.** Kyle Sewell. I called the City of Owasso about the tower on Hwy 169, and they shared their information. They did a rolled-on paint job and it usually cost less to spray. I put together a proposed quote and basically, the minimal management project is about \$12,000.00. I can add a proposal with the option of having an inspector and to roll on paint or to spray. Rough cost of \$240,000.
- 7. **Discussion and decision regarding auditor for 2023 audit.** The audit last year was \$11,650 and they are asking for \$11,500-\$13,400. Bruce Hoover made a motion to approve hiring the auditor. Gary Burd seconded. Robert Scott, yes; Steve Cole, yes; Patt Liggett, yes. Motion carried unanimous.

III. NEW BUSINESS

Richard Kriege. I received a letter from Bill Jacobs, as his doctor's recommendation he is resigning immediately as a Board Member. We need to appoint someone because he was not up for election in April.

IV. ADJOURNMENT

- 1. Bruce Hoover made the motion to adjourn at 8:45 a.m. Gary Burd seconded. Robert Scott, yes; Steve Cole, yes; Pat Liggett, yes. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis

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