

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 October 10, 2022 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 October 10, 2022, at 8:00 a.m.** Chairman, Richard Kriege called roll: Chairman, Richard Kriege, here; Vice-Chairman Bruce Hoover, yes; Secretary/Treasurer Robert Scott, here. Directors: Bill Jacobs, here; Max Terrell, yes; Gary Burd, yes; Steve Cole, 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 October 5, 2022, 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 Firm 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 the September 12, 2022. Bruce Hoover made the motion to approve the minutes as written. Steve Cole seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes. Motion carried unanimous.
- 4. Report of Secretary/Treasurer.** Robert Scott, in October we had 38 new taps and 65 transfers. We sold 25 new taps in September.
- 5. Report of District Manager.** Jerry Gammill, the report went out in the board packet. Down on 116th St N the road widening, Owasso relocation. Crossland is making some head way and they have hit our lines a few times. They did come across a segment that a gentleman, Jerry Priddy. We had to go down and make a sight visit. There were some other utilities not in the right location and it was going to affect our water line. We met with Mr. Priddy and got an easement from him. That will allow us to be in a better spot. The regulatory issues, we had taken TOC samples on the 5th of this month. Tulsa County Road Widening project, they had sent an email saying they were moving forward. They have someone looking into right of way easements and utility easements. We received an email from Roger Hughes with Tulsa County regarding one location we are going to have to review. Trim down the easements, the waterline is too close to the house. The bridge improvements, we did receive an email response that David I have to review. The right of way, they are going to move a portion of

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the fence, but the utility poles will still stay there so we have to try and figure out about relocating that easement and 12" waterline. Chic-fil-A, we have been working on submittals. They have asked about a fire meter and will take awhile to come in. They have not set up an account yet. We did a water service availability for Bill Ford for a new housing addition. Country Combs Estate is on the agenda for final approval. The North Tulsa Commerce signed the permit to go to DEQ and they have been working on submittals. We had a preconstruction meeting. Casa Del Mar, we have received an email and they are asking for realignment on one of the main lines that crosses Memorial. The Flatts II, we did receive the DEQ approved permit to construct. Dollar General on 86th & Yale, been having to work with them through a lot of changes. They decided to separate the lot for Dollar General out of the development stage and do a lot split. They are trying to open 20th of this month. Dutch Bros, we received a call from the contractor and had to make a site visit. They had dug up the waterline and they were supposed to cut for a sidewalk. They cut the dirt down and our waterline was there. They can't do that, so they are in the process of figuring out how to do the sidewalk.

a. **Field Manager.** Chad Pennington reports 12 field audit, 6 change out meters, 4 replaced can, 6 dirt work, 4 drop-in, 1 flush lines, 2 forfeit, 23 leaks, 6 replaced lid, 8 MXU installed to be radio reads, 1 checked pressure, 1 raise can, get current reading, 20 radio read, 1 replaced setter, 0 shut off, 29 new taps, 17 miscellaneous, 0 zero usage. 139 work orders completed. 42 locked meters.

b. **Office Manager.** Dona, we issued 141 work orders in September.

6. Report of Attorney.

7. **Report of Engineer.** David Dollar. Developments I worked on Parker Village, North Commerce, Dollar General, 86TH & Yale, Casa Del Mar, Chic-fil-A, Dun-rite Roofing, Reed Bros. Storage at 86th & Yale. I did a water service availability review for Bill Ford for a proposed development. We finally got the Master Meter agreement from Tulsa.

8. **Approval of accounts payable.** Bruce Hoover made the motion to approve. Bill Jacobs seconded. Robert Scott, yes; Steve Cole, yes; Max Terrell, yes; Gary Burd, yes. Motion carried unanimous.

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

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

11. Developments/line extensions waiting final approval.

a. Discussion and decision regarding Comb's Country Estates, 12 lots, 60 ac. residential located on the east side of Lewis approximately ¼ mile north of 116th St N. Bill Jacobs made a motion to approve. Steve Cole seconded. Bruce Hoover, yes; Robert Scott, yes; Max Terrell, yes; Gary Burd, 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. Kyle Sewell. No invoice or updates.

b. Discussion and decision regarding the easement acquisition and counteroffers from landowners. Kyle Sewell. Three easements still pending for condemnation.

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. Nothing new to report. Richard Kriege. We need to add it on the agenda for next month. The contractor could bid for half of the job.

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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. No invoice.
- b. Discussion and decision to approve the pay estimate for with Orr Construction for the Sheridan Booster Pump Station Project. No invoice.

4. 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. Roger Hughes is reviewing the contract.

5. Discussion and decision regarding overtime provisions for field employees. Table it for Jerry to check with labor laws.

6. EXECUTIVE SESSION. Discussion, consideration and possible vote pursuant to Title 25 O.S. § 307 (B)(4), to hold an Executive Session for the purposes of having confidential communications between a public body and its attorney concerning a pending action, namely Washington County Case No. CJ-2012-387, HOWARD-ESTRUCT LLC V. RURAL WATER DISTRICT NO 3., WASHINGTON COUNTY, if the Board of Directors, with the advice of its attorney, determines that disclosure will seriously impair the ability of the Board of Directors to process the claim or conduct a pending investigation, litigation, or proceeding with respect to the aforementioned lawsuit in the public interest. Discussion to include giving the District Manager and/or the Chairman of the Board settlement parameters to resolve the above-styled case.

7. Notation of time of entering Executive Session. Robert Scott made a motion to go into executive session at 8:50. Bruce Hoover seconded. Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

8. Notation of time exiting Executive Session and Roll Call. Bill Jacobs made a motion to exit executive session at 9:49. Gary Burd seconded. Bruce Hoover, yes; Bill Jacobs, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.

9. Discussion, consideration, and possible vote on matters discussed in Executive Session – Agenda Item II (8) above. Nothing to vote on.

III. NEW BUSINESS

IV. ADJOURNMENT

1. Gary Burd made the motion to adjourn at 9:51 a.m. Bruce Hoover seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis

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