

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 November 10, 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 November 10, 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, not 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 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 October 13, 2025. Richard Kriege made the motion to approve the minutes as printed. Gary Burd seconded. Pat Liggett, yes; Robert Scott, yes; Steve Cole, yes. Motion carried unanimously.
- 4. Report of Secretary/Treasurer.** Robert Scott. In November we had 17 new taps and 64 transfers. We sold 20 new taps in October.

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- 5. Report of District Manager.** Jerry Gammill. The report went out in the packet. We took our TOC's on the 5th of this last week. We received an email request for an Atlas from a gentleman on 136th St. N and Sheridan. Basically, for a residential housing addition. Mercy Regional, on the south side of Ace Hardware, they are still working on the design. They are getting close on the development itself. Project Clydesdale, we have spent a tremendous time on. The developer Agreement keeps changing. The developer wants a plat release letter, and they need it by the 18th of November. The Howard Esctruct settlement, we got the check for \$795,000.00 to the attorney. We do not have the signed agreement back from the yet.
- a. Field Manager.** Chad Pennington had to leave unexpectedly.
 - b. Office Manager.** Dona Lewis. Can we not send out a cut-off notice and put a message on the second statement regarding the cut-off date and the delinquency charge of \$50.00 added to the account on the 5th of the month if not paid. Because the cut-off notice does not get to the customer in time by the 5th of the month.
 - c. Plant Manager.** Mike Calhoun. I had all the buildings grounding checked; the chemical building did not pass. They got it reground, and it is okay now. We need to pursue getting the right ground for the whole motor control system. We fixed some leaks on the Hypochlorite generator. The river pump is ready and must be installed. I want to get a new TLC machine but the room in the lab is not big enough. We are looking at possibly adding another room to put the TLC machine and computers. It's not really a add on its enclosing a pace where the chemical bulk tanks used to set.

6. Report of Attorney. Nothing

- 7. Report of Engineer.** David Dollar. The developments I worked on are West Estates, Project Clydesdale, Primrose Schools, Mercy Regional, Braums at Garrett Creek, and Sunset Meadows. We have made some progress with City of Owasso on 106th St N and 129th E Ave. We have on the agenda the Relocation Utility Agreement. Owasso would not agree to pay for fire hydrants, but they agreed to pay for the release valves. The difference between a fire hydrant and release valve. Last month our part was around \$260,000.00. Some branch of ODOT got involved in this project. ODOT will pay for the betterments, and our portion will be \$196,043.00. We are communicationg with City of Tulsa, we have sent them a revised schedule of use. We have an agreement that will say 6.5 MGB by the year 2030. I am waiting on an exhibit from Kimley-Horn to show Tulsa where the master meters will go. They submitted plans to Tulsa for review for the big master meters. We have already did one plan review but very conceptual on the waterlines. We now have profile information but they have left off all the proposed grating that they are going to do. We know they will have one entrance and when you put in an entrance it will change the grade. We had a few request for Atlas's, one near Sheridan and 116th St N and one near Sheridan and 136th St N. One more near on the north side of 136th St N and across from the Stone Lake subdivision. We continue to work with Ryan on the Sodium Hypochlorite feed system.

- 8. Approval of accounts payable.** Gary Burd made the motion to approve. Richard Kriege seconded. Robert Scott, yes; Steve Cole, yes; Pat Liggett, 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. Motion carried unanimously.
- 10. Approval and/or acceptance of new developments or line extensions.**
- a.** Discussion and decision regarding Sunset Meadows, 10 lots, 49.3 ac., residential development located on the northwest corner of 106th St. N. and Memorial. David Dollar recommended contingent approval. Steve Cole made a motion for contingent approval. Pat Liggett seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes. Motion carried unanimously.
 - b.** Discussion, consideration and possible action on approval of Developer Agreement for Project Clydesdale, Beale Infrastructure Group LLC, located on the north side of 76th Street North between Yale and Sheridan. Vote to include giving the District Manager authority to approve addendums and minor changes. Steve Cole made a motion to give Jerry Gammill permission to do addendums and minor modifications to the Developer's Agreement. Richard Kriege seconded. Robert Scott, yes; Gary Burd, yes; Pat Liggett, 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 Change Order #5 for Bolding Construction in the amount of \$31,520.00. The Board's share is \$1,563.39. Pat Liggett

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made a motion to approve. Steve Cole seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes. Motion carried unanimously.

- c. Discussion and decision regarding the approval of Bolding Construction monthly pay estimate. The final pay estimate is \$75,035.00 and ODOT portion is \$71,313.26. The district's portion which includes the change order is \$3,721.74. Gary Burd made a motion to approve. Pat Liggett seconded. Robert Scott, yes; Richard Kriege, yes; Steve Cole, yes. Motion carried unanimously.

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. David Dollar, Mr. Ritchie said the hearing was set for November 11, 2025, on the Ghormley project.

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, They have 80% of the easements for one mile and 50% easements for the other mile. I have to see the new plans when they are done.
- 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, plans have not been approved by DEQ yet. David Dollar recommended we table it. Steve Cole made a motion to table it. Pat Liggett seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes. Motion carried unanimously.

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. No invoice.
- b. Discussion and decision regarding the Washington County Utility Relocation Agreement pay estimate. Ryan Smith, we have the survey and we have a new engineer that we are going to get him integrated with the team. Let him get started on this. We did hear from Kellogg and told them in progress.

6. **Discussion and decision regarding employee Christmas bonuses.** Pat Liggett made a motion to pay employee Christmas bonuses of \$1,700.00. Robert Scott seconded. Richard Kriege, yes; Steve Cole, yes; Gary Burd, yes. Motion carried unanimously.
7. **Discussion and decision regarding employee health insurance.** Richard Kriege made a motion to approve the same insurance. Pat Liggett seconded. Steve Cole, yes; Robert Scott, yes; Gary Burd, yes. Motion carried unanimously.

III. NEW BUSINESS

1. **Discussion and decision regarding engineering service proposal(s) for the North Water Treatment Plant Sodium Hypochlorite Expansion Project.** Nothing yet.
2. **Discussion and decision regarding the proposal Utility Relocation Agreement with the City of Owasso for the relocation of District water lines associated with the improvements at 106th Street North and 129th East Avenue. This project will include betterments.** David Dollar, the final estimated price for us is \$196,043.00. When they bid on the job our part might be more or less. We have to pay half of that down. My recommendation is to approve it the relocation project. Steve Cole made a motion to approve. Pat Liggett seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes. Motion carried unanimously.

IV. ADJOURNMENT

1. Gary Burd made the motion to adjourn at 9:22 a.m. Richard Kriege seconded. Steve Cole, yes, Pat Liggett, yes; Robert Scott, yes. Motion carried unanimously.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis