

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 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 February 13, 2023 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 February 13, 2023, at 8:00 a.m.** Chairman, Richard Kriege called roll: Chairman, Richard Kriege, here; Vice-Chairman Bruce Hoover, here; Secretary/Treasurer Robert Scott. Directors: Bill Jacobs, here; Gary Burd, here; Steve Cole, 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 February 8, 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 January 9, 2023. Bruce Hoover made the motion to approve the minutes as written. Bill Jacobs seconded. Robert Scott, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- 4. Report of Secretary/Treasurer.** Robert Scott. In February we had 5 new taps and 52 transfers. We sold 12 new taps in January.
- 5. Report of District Manager.** Jerry Gammill. The report went out in the board packets. We did take TOC's this month and no results back yet. DBP was taken for the first quarter this month. We have received Maintenance Bonds for Cherry Creek Phase III & IV and they still have some paperwork to finish. We did receive the Maintenance Bond for Parker Village and they still have things to do to finalize it. Reunion of Owasso, working on those and it's not being replatted. Hollow Creek Extended II, received plans for review. The Tip Top Canine in the Collinsville Industrial, last we heard was they are going to drill a well. The Reserve at Owasso, a new subdivision and they have not got any kind of preliminary approval but we have communicated with the engineers. The engineer is Cedar Creek and his name is Mitchem Ernest. It is multiple commercial lot and apartment complex in the back and located south of TTCU on the access road. Mike Calhoun is working on some pricing for a security system to replace it. The high service pump building, we had a main breaker that did not

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switch over. We have done a test since then and it did switch but we need some work done on main breaker. Waiting on pricing for repair. The #3 pump at Oologah raw water pump has to be pulled and checked out. Trey Keith was going to do it for us but the weather was bad. The expenses information went out in the packet. The Audit is going on so far and supplying them information. Max Terrell is resigning from the Board.

- a. Field Manager.** Chad Pennington reports 5 field audit, 12 change out meter, 0 replaced can, 0 dirt work, 1 drop-in, 0 flush lines, 5 forfeit, 20 leaks, 1 replaced lids, 0 lower can, 4 MXU installed to be radio reads, 1 checked pressure, 0 raise can, 0 get current reading, 0 radio read, 1 replaced setter, 1 shut off, 9 new taps, 16 miscellaneous, 0 zero usage. 85 work orders completed. 52 locked meters. The 116th road widening project is up and running. Everyone is switched over. The fiber contractors keep hitting our lines. The guys have done a great job fixing things. Bill Jacobs. We need to hire another crew. Bruce Hoover said we need to back date when we decide how we are going to pay overtime for the guys.
 - b. Office Manager.** Dona, we issued 136 work orders in January. The Annual Meeting is April 24, 2022.
- 6. Report of Attorney.** Larry Steidley. Howard Esstruct had appealed the decision of the jury and we voted not to. We have counter appealed so they can't pass a collect judgement on us. We can try and collect on against them unless they post a bond. The grounds for our counter appeal is that we did allow a court for pew native damages to go to jury when we placed a witness on to basically prove that they planned on doing this. Early on the court ruled on that we didn't get post substantial completion liquid damages under the contract. Even though the contract provided for it. The contract basically says that we should get our attorney fees and they should not.
- 7. Report of Engineer.** David Dollar. I worked on The Reserves at Owasso, Mark Allen Buick, Reed Bros Storage at 86th and Yale. We had a meeting and are waiting on a sketch. I did some work on Dun-Rite and Casa Del Mar. I did a water service availability report for The Learning Experience and Cardinal Pointe. The county has started removing trees on Memorial south of Hwy 20 where we are doing the relocate.
- 8. Approval of accounts payable.** Bruce Hoover made the motion to approve. Bill Jacobs seconded. Robert Scott, yes; Gary Burd, yes, Steve Cole, yes. Motion carried unanimous.
- 9. Approval of new tap applications and transfers.** Robert Scott made the motion to approve. Steve Cole seconded. Bruce Hoover, yes; Bill Jacobs, yes; Gary Burd, yes. Motion carried unanimous.
- 10. Approval and/or acceptance of new developments or line extensions.**
 - a.** Discussion and decision regarding The Learning Experience a childcare facility Lot 1 Block 1, 1 ac. located North of the Northeast corner of 116th St North and 129th E Ave. Megan Pasco with Tanner Consulting. It is just south of Morrow Booster Station and not directly adjacent to it. There will be a future lot and then this lot. We are looking at a 1" or 2" meter and we will be connecting to the existing line on 129th E Ave. There was a water service availability report and no issues with it. David Dollar. The development will cross our 12" waterline and the waterline will need to be cased. The meters can not be put under pavement. I recommend contingent approval. Steve Cole made a motion for contingent approval. Bruce Hoover seconded. Robert Scott, yes; Bill Jacobs, yes; Gary Burd, yes. Motion carried unanimous.
 - b.** Discussion and decision regarding Reunion at Owasso Phase II, 24 units and Phase III, 39 unites, 5.9 ac. located on Lot 1 Block 2 of the Owasso Medical Campus. Kyle Smalygo. This is a follow up as we just completed the adjacent lot and block to the west of it and we installed roughly 3-400 feet of 6". We are calling Phase II and Phase III it is the same lot and block so it's not a plat but an improvement. Phase II , it's approximately 30 dwellings and are requested for a 2" meter on the existing infrastructure that was just installed. Phase III with a 2" meter requested to be installed on the 12" line on the east side of Phase III. David Dollar. You need to

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document that fire flow will be through City of Owasso. The same paperwork you did for Phase I you will need to do for Phase II and III. The water service for Phase I had two 2" meters and only used one and you are purposing one 2" meter for each Phase. The meter for Phase III where is place is right under powerlines that needs to be moved to the north in the grass area. The other thing about billing for these meters are like an apartment complex. We bill based on the living units. 26 units in Phase II. David Dollar recommends contingent approval. Bruce Hoover made a motion for Contingent approval. Steve Cole seconded. Robert Scott, yes; Bill Jacobs, yes; Gary Burd, yes. Motion carried unanimous.

- c. Discussion and decision regarding Cardinal Pointe, a residential subdivision, 103 lots, 80 ac., located on the northeast corner of 136th St N and Memorial. Megan Pasco with Tanner Consulting. A proposed ½ acre residential subdivision. This has also looked at by David Dollar and he did not see any issues. If all goes well construction to begin in late summer or early fall. We will be connecting to the existing 12" lines along 136th St N and Memorial. We still need fire flow documentation and where the new entrances will have to be cased. One concern where the water line is and where they will be dedicating a right of way. What I suggest is we look at a restricted waterline easement that would be up in the utility easement that the development would have so when the county comes along and says we are going to approve 136th then there will be a place for the waterline. I see no issue. Bruce Hoover made a motion to contingent approval. Bill Jacobs seconded. Robert Scott seconded. Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- d. Discussion and decision regarding a Commercial Development 75-20 Crossing located south and east of the Quik Trip at Yale and Hwy 20. Kyle Smalygo. We are here in a preliminary basis with the understanding that the property surrounds the Quik Trip at Hwy 75 and Hwy 20 is being platted for future commercial development. A project to the east of this and we are not associated with and they have come to us as they have submitted a preliminary drawing. They are looking at best feasibility as to doing the water connection. They have proposed to connect roughly 500 feet (the area noted as pink) instead of boring back under the highway and connect to the existing infrastructure. There is a lot of utilities in this particular area. No plans for entrances off of Hwy 20. What we are asking for is we prepare for design and intent. Plan to perceive with the concept we lay proposed waterline inside the state right of way approximately 4-600 feet. David Dollar. I not at all in favor of recommending we put any kind of waterline in ODOT right of way. It would be a mistake because anytime ODOT makes a change we have to move our waterlines. The developer that Kyle was talking about to the east The Shoppes at Cooper Ranch has actually proposed the new 12" waterline to come across the front of Kyle's property. Then turn south and go behind between the subdivision and their development. Stay out of the ODOT right of way. Robert Scott. We need to table it and let you get together with our folks. We are going to get you water. Bill Jacobs made a motion to table it. Robert Scott seconded. Bruce Hoover, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

11. Developments/line extensions waiting final approval.

a.

12. Public Comments.

II. OLD BUSINESS

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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. David Dollar. Kyle is not here today but we have two invoices totaling \$7,785.68 for effort through January 27, 2023. If approved today total paid today is \$224,529.04 which is 75%. Bruce Hoover made a motion to approve. Bill Jacobs seconded. Robert Scott, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
 - b. Discussion and decision regarding the easement acquisition and counteroffers from landowners. Jerry Gammill. I know there has been communications between Kyle and Kim Ritchie working on condemnations. I know Kyle had been working with one of the landowners to try and keep us from condemnation of the property.
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. The plans are complete and I'm working on bid documents that we will use for bidding the job. The material list has been given out to a couple of vendors. We have seen some formal quotes in the order of \$600,000 plus the \$100,000 for materials. The Ghormly property is still waiting on the final signature. Sutton and Freeman condemnation, our attorney has brought up the commissioners to do the appraisals.
 - b. Discussion and decision regarding material prices and estimated project costs. David Dollar. Materials times three is what a cost to do a project. So, this 3,400 feet would be around \$2,000,000. The materials are over \$600,000 just to get down to the south side of 166th St N.
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. David Dollar. We do have an invoice from the contractor for their effort through December 20 – January 23. The total amount they are requesting payment on less retainage is \$96,377.50. That would still leave a balance of \$ 517,102.50. I recommend you approve to pay. Bruce Hoover made a motion to approve the invoice. Steve Cole seconded. Robert Scott, yes; Bill Jacobs, yes; Gary Burd, yes. Motion carried unanimous.
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.
5. **Discussion and decision and update regarding Tulsa County – 12” waterline Relocation at 14300 North Memorial Bridge Project.** Jerry Gammill. They have cut the trees and still need to remove the balls.

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- 6. Discussion and decision regarding a request by customer Pat Liggett and Ronnie Knight to discuss multiple issues from Parker Village offsite work by Developer Contractor.** Pat Liggett. My neighbor couldn't be here today. My biggest issues is the clay soil all over the place, the screenings they are dumping in our ditches and the PVC valves that are sticking up above the ground 4-5 inches. Chad Pennington. We can cut down to about 2 inches. If you round up around them then we can cut them down to ground level. We understand that the water district is not responsible for these things, but are looking for back up help with Ira Green people to take care of things. Chad Pennington. I go by about everyday, and I was told they were going to put on some top soil and get it cleaned up. They don't work for me I just like to suggest things.
- 7. Discussion and decision regarding a voting delegate for ORWA Annual Meeting.** Bruce Hoover made a motion to nominate Jerry Gammill. Robert Scott seconded. Bill Jacobs, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

III. NEW BUSINESS

IV. ADJOURNMENT

1. Bruce Hoover made the motion to adjourn at 9:20 a.m. Gary Burd seconded. Robert Scott, yes; Bill Jacobs, yes; Steve Cole, yes. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis