

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

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 08, 2021 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 8, 2021 at 8:00 a.m.** Vice-Chairman, Bruce Hoover called roll: Chairman, Richard Kriege, absent; Vice-Chairman Bruce Hoover, here; Secretary/Treasurer Robert Scott, here. Directors: Bill Jacobs, here; Max Terrell, 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 3, 2021 at 4:00 PM. Also present is Jerry Gammill, District Manager; Chad Pennington, Field Supervisor; Dona Lewis, Office Manager and Recording Secretary, David Dollar, Water PAQ Engineering, absent; Larry Steidley, Steidley Law Firm, absent, 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 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 January 11, 2020. Steve Cole made the motion to approve the minutes as written. Bill Jacobs seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- 4. Report of Secretary/Treasurer.** Robert Scott, in January we had 31 new taps and 71 transfers. We sold 20 new taps in December.
- 5. Report of District Manager.** Jerry Gammill, the report went out in the board packet. On page 2 on a 106 St N and 129th intersection, we had received an email for review on a set of plans. We sent back comments with the plans, of course this is an intersection project widening project with Owasso and of course they came back with comments as to portion of things of what cost, cost sharing and what maybe our portion. I think we have come to a understanding but we have not received anything back at this time. So there again are segments. Remember we have a 12" that goes through that intersection all the way to Owasso Shops. They have to make us whole and as far as the 12" and tying into the other line. There is some significate work that will have to be done and relocating the intersection but we will let you know when they come back. As far as page 3 we did take out TOC's everything was fine and we took our samples this month on February 3, 2021. The DBP we will be taking this week, for the THM & HAA. The UCMR4 sampling that was completed last year. SOC's

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again completed for this last year and we will taking more SOC's this year. There will be one the first six months and another in the last six months. Radiological sampling, we will doing that very soon probably next week depending on the weather. As far as the Hwy 20 project, that is pretty well completed. We did get confirmation regarding the Hwy 20 paperwork and with the Board's approval last month. They had agreed regarding the change orders for the engineering stuff. They did send back correspondence, that there was going to be an internal out. Which I'm not surprised that doesn't have anything to do with us, but again when we start with one contractor and we had to re-leave them of their duties for the second contractor changed the price and extra cost. The next item is the Horse Pen Creek project and we did have the pre-construction meeting and we have a notice to proceed. The work to begin on the Horse Pen Creek over here is supposed to be February 15, 2021. The contractor has moved in equipment and started clearing over here. We have been working on the Oklahoma Water Resource Board annual water rights report and we got that completed and that should be sent back. Aaron Beats, we do have some correspondence from them. I have got a phone call message that I have got to call back. Basically, it is a six lot development, that they are looking to try and do down on Lewis. Between 116th St N and 126th St N on Lewis. Hi-Point, there is a dental office over by Arby's south side of Hwy 20. Don't have anything new back on this. Parker Village, it is down on 106th St N and between 129th E Ave and Garnett. Their engineer Jeff Tuttle had come by last week and we wanted to go over easements and alignment for offsite. East of 129th on 107th St there are some trees in the way and the trees in some of the easement that will need to be addressed. Cooper Crossing Commercial Development, we received an email asking for the As-built plans on Hwy 20. Looking for any lots between Quick Trip and out on Hwy 75 and Hwy 20 about four lots going back to the east. Not quite to Sheridan so there will be some possibilities there. Warren Medical Facility, we emailed comments and plans back to the engineer. Thiessen North Property, that is the waterline getting over to Memorial and that facility on the north side of Hwy 20 and Hwy 169. It the process on commenting on those plans. Malik picked plans and paperwork with comments and turned around and redelivered the offsite easements. Next item is the Owasso Urgent Care, and David had emailed comments back to Rodney Gibson. The Urgent Care is down on 129th E Ave and 116th St N. on the east side of the OCCU credit union. The Reunion of Owasso which is an item on the agenda. We received an email regarding a partial easement closure for that subdivision. The Cherokee Nation which is the soccer complex, that is out here on Hwy 20. The engineer picked up plans and comments on February 3, 2021.

a. **Field Manager.** Chad Pennington reports 11 field audits, 7 change out meters, 4 replaced can, 1 dirt work, 2 drop-ins, 1 flush line, 11 leaks, 0 replaced lid, 1 MXU installed to be radio reads, 1 checked pressure, 0 radio read, 0 replaced setter, 0 shut off, 16 new taps, 40 miscellaneous, work orders completed 98. We had 48 locks last month.

b. **Office Manager.** Dona, we had 126 work orders written in January.

6. Report of Attorney.

7. Report of Engineer.

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

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

a. Discussion and decision regarding Trinity Presbyterian Church, 1 Lot, 1 Block, 14.91 ac., located on the North West corner of 76th St N and Memorial. Sam Bolten requested a domestic, irrigation and fire meters. Jerry recommends preliminary approval at this time. Robert made the motion for preliminary approval pending all the paperwork. Gary Burd seconded. Bill Jacobs, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.

- b. Discussion and decision regarding Warren Building / Urgent Care, 1 Lot, 1 Block, 4.94 ac. Located on the north side of Hwy 20 and the east side of Hwy 169. The request is to renew the preliminary approval from December 9, 2019. Jerry recommends preliminary approval at this time. Robert Scott made the motion for preliminary approval depending all the paperwork. Bill Jacobs seconded. Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- c. Discussion and decision regarding a residential development, 6 lot, 60 ac., located on the east side of Lewis approximately ¼ mile North of 116th St North. Bill Jacobs made the motion for the preliminary approval pending all the requirements. Max Terrell seconded. Robert Scott, yes; Gary Burd, yes; Steve Cole.

11. Developments/line extensions waiting final approval.

a.

12. Public Comments.

II. OLD BUSINESS

1. Discussion, decision and update regarding waterline relocation associated with ODOT's Hwy 20 project east of Hwy 75.

- a. Jerry, the Hwy 20 project is pretty much done. The final billing and everything that we are responsible for has been taken care of on our end. We are working on the as-builts and getting them comments for the second round.

2. 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. Jerry Gammill, that project continues, if we do have a design. There is a invoice for the appraisal for the property that is still outstanding and we still don't have the final information on that the paid bill. Essentially ODOT will be paying for that but the invoice from Bartlett & West as of right now ODOT is paying for everything so they invoice from Bartlett & West will run \$11,477.97. The invoice will get forwarded on to ODOT after the board approves it. I recommend the approving the invoice. Bill Jacobs made the motion to approve the invoice. Max Terrell seconded. Robert Scott, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

3. Discussion and decision the proposed 24-inch water line alignment and easements. Jerry Gammill. The 24-inch waterline, we continue to work with the company Meshek. As far as the surveying and everything we did receive some information that there is communication with them. There is a couple of segments that will have to be widen. The amount of easement in those two segments we are trying to figure out the space down here at E 156th St where we are talking about crossing the creek right there. There is the Collinsville sewer line that may impact us so we are trying to do some homework on that so we can get some information. Meshek, Gretchen is supposed to start making contact with the land owners regarding the easements and getting amounts. It is going to start costing a little bit of money.

4. Discussion, decision and update the Waterline Relocation project of Horsepen Creek – Tulsa County: J/P 33566(04) Jerry Gammill. The project is supposed to begin on February 15, 2021 and the contractors are ready to go. They already have some of their equipment down here where they have been clearing the right of way.

5. **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. Jerry Gammill. Bartlett & West made contact with Tulsa County, there's a lot split and a variance and additional dedication of right away. Which we knew about and that's why we set it back as far as we did. The lot split and variance should have been taken care of during the closing of the property. Larry Steidley has been in contact with the closing company and their suppose to getting on that so we will be back on that again there are meetings with Tulsa County. That invoice for Bartlett & West is for the preliminary engineering so far is \$5,800.00. Jerry Gammill. I recommend paying the invoice. Steve Cole made to motion to pay the invoice. Gary Burd seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes. Motion carried unanimous.

6. **Discussion and decision regarding the purchase of a new Yanmar Vio35-6A mini-excavator for \$50,975.00.** Chad Pennington. It's an upgrade to the old Mini-X. Features are that the blade on the front instead of going just up and down it will be able to do angles so you fill in ditches a lot easier. It comes with two buckets, 24" & 18" bucket with a quick change on the buckets. My goal is to trade in 3 years with a one year warranty still left. Robert Scott made a motion. Bill Jacobs seconded. Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

7. **Discussion and decision regarding the trade in or open bids for the existing Hitach Zaxis 35U model#ZX35UNA-Z, serial#FFMBQ236249.** Chad Pennington. I have the word out and there are at least 3 or 4 people other interested in putting a bid in on it. I recommend starting the bids at \$21,000.00. It has 800 hours on it, that's about 80 hours a year. We will not be getting our new one for 3 or 4 months, so we are waiting to start the bids. Turn the seal bids into the office. Robert Scott made the motion take the bids. Bill Jacobs seconded. Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

8. **Discussion and decision regarding the annual meeting agenda.** Jerry Gammill. The annual meeting, it is essentially that time of year. Dona Lewis has been in contact with the Tulsa Tech. Two hundred people is the maximum amount and that is including the employees and board members. They are obviously trying to keep everything as safe as they can. We need to talk about whether having the meeting at all. My recommendations is that it's a little bit early to try and have a public meeting like that at this time. Larry Steidley said the same protocol call as last year. The big question is regarding the board members who were up for election last year and then this year. I don't know exactly the protocol on this, whether when we come back maybe all those board members may have to be re-elected. I will double check with Larry Steidley. I expected him to be here today. Bruce Hoover. Let's make it contingent upon Larry Steidley getting back with Jerry on the requirements from legal. Steve Cole made a motion to postpone the annual meeting. Robert Scott seconded. Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes. Motion carried unanimous.

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III. NEW BUSINESS

1. **Discussion, consideration and possible vote to allow partial vacation and/or partial closure of platted easements in Lot 1, Block 1 and Lot 1, Block 2. Owasso Medical Campus, Section 17, Township 21 North, Range 14 East, Tulsa County, Oklahoma. Approval to include allowing appropriate District officers to execute any documents in conjunction therewith.** Jerry Gammill. There was a handout passed out today. One of those pieces on the west side with the red coloring. Is the Smalygo property where they are removing of Owasso is proposed. And he is asking for 7 ½ feet of a 17 ½ foot platted proposition of the easement. That was one of the original platted easements from the Medical campus plat. The yellow one on the right side is still owned by Four Points Development and Mr. Smalygo has an option on that property. The red portion has a 6” waterline that is Rural Water #3 but we have our own easements. We are not releasing our easement at this time. We are agreeing to the partial release of the platted easement just on the north side of property. The yellow part, we have no waterlines, but City of Owasso does have waterlines in that area. City of Owasso will serve this hospital and we will serve the rest. Steve Cole made a motion we grant the partial vacancy of the existing platted easement with stipulation that potential future easements for this or additional properties developed east of the property by the Smalygo be granted with out cost of Rural Water District #3. Bill Jacobs seconded. Robert Scott, yes; Max Terrell, yes; Gary Burd, yes. Motion carried unanimous.

IV. ADJOURNMENT

1. Bill Jacobs made the motion to adjourn at 9:10 a.m. Gary Burd seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis