

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 March 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 March 8, 2021 at 8:00 a.m.** Vice-Chairman, Bruce Hoover called roll: Chairman, Richard Kriege, here; 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 March 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, 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 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 March 08, 2021. Bruce Hoover made the motion to approve the minutes as written. Bill Jacobs seconded. Robert Scott, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- 4. Report of Secretary/Treasurer.** Robert Scott, in March we had 26 new taps and 52 transfers. We sold 28 new taps in February.
- 5. Report of District Manager.** Jerry Gammill, the report went out in the board packet. We have had some things going on between ice and cold weather, snow. One thing that caused problems at the 2 Million tower we are in the process of getting a new altitude valve. That is going to run about \$6,285.00 to replace the valve. The DBP and Radiological samples this last month was moved to the end of the month basically cause it was too cold with the bad weather. So I don't have the results back from them. Warren Medical facility, we have received plans for review. David had sent those comments and everything back on the 1st of this month. We did receive an email from City of Owasso regarding the plat and review of the plat with any comments. Kimbley-Horn is the Engineer for the Developer and they were definitely confused because the plat language there was not even a utility easement from the west side of the proposed 60' room. Thiesson North Property, David emailed a response back to their engineer. Jerry. I did sign the Tulsa County Road bore permit and Kourey

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Engineering have picked up the permit. They should be making the ODOT permit application. Magnolia Ridge Phase II, we did receive the DEQ approval permit to construct. Regarding the Cherokee Nation, business group, that is the soccer complex out on Hwy 20. We have received plans and paperwork for review. Then we finally received the Developer's Agreement electronically and just received the original by mail. They are getting close but not quite there yet. Regarding the Dun-Rite grouping, this last week there is some confusion their engineer submitted a ODOT permit to cross the Hwy 20 and the plans weren't even completed yet. I don't know what he sent in, we will be dealing with that also. The 2 Million Tower at one point it jumped up to 37inches with the altitude valve basically filled it up and was trying to overflow as much as it could there was some rust down in part of the overflow pipe and it also came out of the vent pipe from the top of the tower. Pressure lines on a hand full of towers that froze up at different times and we had to go thaw it out with heaters and lamps. The 8" Hwy crossing down on 136 St N and Hwy 169 some may remember quite a few years ago we had to deal with Hwy crossing that was leaking underneath Hwy 169 and we have a rather large hole on the east side of Hwy 169. On the west side it has blown out and there has been a pond built just beyond where our waterline is and which has complicated things. One customer was out of water for possibly a week due to the weather not being able to get down to the waterline for repairs. It was somewhere between 13 and 14 feet deep. With the pond out there we could not get a track hoe out there to repair. The Lowe's fire protection tank and their components were froze up. The tank water overflowing as well at the top of the tank. The Scott Tower had issues, we had to make a repair in the vault. At the plant the sludge valve froze up and the generator block heater went out. I had DEQ calling me and emergency management calling asking how things were going.

a. Field Manager. Chad Pennington reports 1 field audits, 8 change out meters, 0 replaced can, 1 dirt work, 0 drop-ins, 0 flush line, 2 forfeit, 16 leaks, 3 replaced lid, 11 MXU installed to be radio reads, 2 checked pressure, 0 radio read, 1 replaced setter, 3 shut off, 11 new taps, 54 miscellaneous, work orders completed 112. We did not lock last month because of the ice. There was six major leaks and the rest of them were meters froze up. Next month we need to talk about raising the cost of the new meters. Jerry. We are not asking for any board decisions today. We just got some of the pricing. Chad and I have not even had a chance to sit down and talk much about it. We will present more information next month. A 5/8" meter with material and labor this year's price comes out to be \$976.25. The 1" meter is \$1,242.25. Our membership is \$1000.00. Two years ago a 5/8" meter was \$842.95 and a 1" meter was \$1,069.00. Our By-Laws allow us to charge separate for road bores. Road bores cost a minimum of \$650.00. Chad called Rogers #4 and their price is \$1,500.00 and pay for the road bore separately. Osage#15 is \$2,250 and you pay for road bore separately. Rogers #3 is \$2,500.00 and pay for road bore separately. Wagoner #4 5/8" meter is \$1,325.00 and the 1" meter \$1,575.00 with a set fee for \$625.00 for road bores. We will bring back next month.

b. Office Manager. Dona, we had 159 work orders written in February.

- 6. Report of Attorney.** Larry Steidley. There are questions about the Annual Meeting. Other cities and water districts where people do not show up like they do for Rural Water District#3. You get 250 or 350 people together and it is impossible at this point. The questions is what do we do about it, within your control to do whatever you want to do. I looked and there is nothing about penalties. And the statues of the By-Laws says that everyone that sits on the board sits in that seat until their successor has been elected. It is a pretty gray area. But alot of folks don't have the problem that you have. It is really a blessing that so many want to participate with your meeting. I don't have a black letter statement on what to do about this but we are going to have to use the boards best judgement.
- 7. Report of Engineer.** David Dollar. Trinity Church, the development at 106th & Memorial. Reunion at Owasso, Owasso Urgent Care, Shoppes at Cooper Ranch, Cherokee Nation-Scalone Acres, Warren Building, Thiesson North waterline extension and most recently added the Attic storage space. A water service availability study to be done for Linda Dildine.

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On our sludge issue, we did get some guidance from Tim Moore.

8. **Approval of accounts payable.** Robert Scott made the motion to approve. Bill Jacobs seconded. Bruce Hoover, yes; Max Terrell, 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. Bill Jacobs seconded. Bruce Hoover, 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.**
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. Holding off on the invoice this month. ODOT has officially approved to poly for the road bores.
 - b. Discussion and decision regarding the approval of property appraised for \$3500 by Grace and Son Appraisal required by ODOT for easement. Kyle Sewell. We had an appraisal report done. Bruce Hoover made the motion to approve the invoice for \$3500. Steve Cole seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes. Motion carried unanimous.
2. **Discussion and decision the proposed 24-inch water line alignment and easements.** David Dollar. A lot has happened since last month, we have a draft offer letters ready to go out to seventeen property owners. The amounts that we had on our draft letters are summarized on the paper I passed out to you guys. This list showed you every property owner. If everyone accepts the offers we will end up paying several thousand dollars. A minimum offer of \$500.00 for the owners that have a small piece property. I need your approval for us to proceed with submitting all the letters out to the owners. Max Terrell made the motion to approve sending the letters out for the easements. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
3. **Discussion, decision and update the Waterline Relocation project of Horsepen Creek – Tulsa County: J/P 33566(04)** David Dollar. There is no action required today. All the clearing is done for the two waterlines and the road bore for the big waterline has progressed. Making new progress and we will see invoice after the next board meeting.
4. **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. David Dollar. Bartlett & West have an invoice for effort through the 19th of February in the amount of \$8,700. Total payment today if that is approved is \$14,500.00 on total contract amount of \$58,000.00. It is my recommendation that you approve the invoice for payment. Gary Burd made the motion to pay the invoice in the amount of \$8,700.00. Bruce Hoover seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous. David Dollar. We have an amendment in the amount of

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\$1,629.00. Which will reduce the total amount to \$56,371. Bruce Hoover made the motion to approve. Robert Scott seconded. Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole. Motion carried unanimous.

5. **Discussion and decision regarding the annual meeting agenda.** Not having the meeting.
6. **Discussion and decision regarding employee raises.** Robert Scott made the motion to approve the raises. Bill Jacobs seconded. Bruce Hoover, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes.
7. **Discussion and decision regarding 2021 budget.** Bill Jacobs made the motion. Steve Cole seconded. Bruce Hoover, yes; Robert Scott, yes; Max Terrell, yes; Gary Burd, yes. Motion carries unanimous.

III. NEW BUSINESS

IV. ADJOURNMENT

1. Robert Scott made the motion to adjourn at 9:12 a.m. Bruce Hoover seconded. Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis