

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 SPECIAL 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 May 11, 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 May 11, 2026, at 8:00 a.m.** Vice Chairman Pat Liggett called roll: Chairman Bruce Hoover, not here, Secretary/Treasurer Robert Scott, here. Directors: Gary Burd, here; Steve Cole, here; Richard Kriege, here; Caleb Potter, 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 4, 2025, at 4:00 PM. Also, present Chad Pennington, District Manager, Justin Witt Field Supervisor, Mike Calhoun, Plant Supervisor, Dona Lewis Recording Secretary, Ryan Smith, Kimley-Horn, Larry Steidley, Steidley Law Office here and other interesting 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. Election of officers.** Richard Kriege made a motion to keep Bruce Hoover the Chairman, Pat Liggett the Vice Chairman and Robert Scott the Secretary/Treasurer. Steve Cole seconded. Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
- 4. Correction, deletions, or addition to the minutes of:**
 - a.** The Regular meeting of April 13, 2026. Steve Cole made the motion to approve the minutes. Richard Kriege seconded. Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

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5. **Report of Secretary/Treasurer.** Robert Scott. In May we had 27 new taps and 51 Transfers and sold 28 new taps in April.

6. **Report of District Manager.** Chad Pennington. I met with ORWA and Nation grant. They try and help get Native American help. A lot of the grants are 10,000 and under customers. I'm still checking into them. We bought a new truck for \$61,000.00 for Mike at the plant and then we will move trucks around. I had a meeting with Project Clydesdale. I had a phone call from a lady named Samantha Albert on an industrial deal out on Hwy 75. It sounds like it might be like Star Lake Cattle Co. She said my clients don't want anyone to know and I told her if you're going to be secret than I'm going to be secret about my waterlines. During contraction they may use ½ to 1 million gallons a day. We need to know what is going on to see if we can serve you or want to serve you. Ryan and his team, we talked and they are fixing our hydraulic model. It's going to cost about \$8,000.00. I met with Stan Kent on 86th & yale. He has a storage unit that needs a fire hydrant.

a. **Field Manager.** Justin Witt. Field Audit 7, replace can 0, change outs 56, dirt work 2, forfeited meter 0, drop in meter 4, flush line 04 leaks 28, miscellaneous 3, check pressure 1, get readings 12, dirt work service action 2, new taps 13 and completed work orders 470. We locked 87 meters and 79 unlocks

b. **Office Manager.** Dona Lewis. We lost another bookkeeper. Carrie will start coming to the meetings. We are trying to switch over with Paycom for our payroll. AT&T will be shutting off our service soon, so we will be switching to a phone system that works through the internet.

c. **Plant Manager.** Mike Calhoun. We have hired a new operator, Adam Long. The leak on Oologah line was fixed and the dam unstopped. I talked with John Hoffman about the tower maintenance, and he will be here next month to talk to you guys and explain everything. We have a bib proposal for the awning up over the plant. This one came from our employee David Hayes for \$22,000.00. It will be about 20', the length of the building.

7. **Report of Attorney.** Nothing

8. **Report of Engineer.** Ryan Smith. Primrose schools, we are still waiting on them to give us a definite answer about their access. Owasso Trails, they are working on revisions. Project Clydesdale, reopening the communication portal. Center 75 Business Park, we worked through some things with them and the submitted to DEQ. They got a notice of deficiency last Friday. The DEQ reviewer says there is a high point in the line, and they are calling for a release valve. Sperry land, there is a lot of emails back and forth. They are still trying to figure out their fire flow requirements. The Owasso Market got their DEQ permits and moved to construction. Prairie Ridge, a capacity analysis report we did and it will need about 2,100 feet of 12" upgrade on 116th St N from Sheridan going east. It's 108 lots. The Dollar General located in Collinsville we gave them some comments and it's going to be part of larger development.

Right now, it's only a fire hydrant and a 1" meter. Bradbury Farms with 398 lots and David did a full review and analysis. They are looking how to get the 12" along 136th St N and crossing Hwy 169. East and south side of 136th St N. Three taps for a Moseby property at 97th E Ave and 182nd Pl. It's 3 taps on a 2" waterline that not even near reaching capacity. Diamond Maps and hydraulic models, I have an engineer working on rearranging with Diamon maps.

Projects of Owasso: The road widening on 106th between 129 E Ave and 45th E Ave. We have reviewed plans and sent them back to City of Owasso. The Reserve recently got a new engineer, and they are to get things started back up.

Washington Co: Vera is out for bid, and the bid opening is May 21, 2026. We will come to you in June.

Tulsa Co. The 86 St Project, not sure if any update.

Redoing a couple of bridges on Memorial between 176 and 166th St N. They have sent us some plans to look through, and we have parallel 12" and 6" on the east side. Impact the 6".

9. Approval of accounts payable. Robert Scott made the motion to approve. Richard Kriege seconded. Steve Cole, yes; Richard Kriege, yes; Caleb Potter, yes. Motion carried unanimously.

10. Approval of new tap applications and transfers. Steve Cole made the motion approve. Robert Scott seconded. Richard Kriege, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

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

- a. Discussion and decision regarding Owasso Senior Living St. Johns located at W. 123rd E Ave and south proposed 101st St N with 72 lots. Kyle Smalygo. What I'm here today is to get a better understanding of the direction I need to proceed with our consulting engineer. This area has a lot of history with City of Owasso. There are 11 proposed residential lots with standard size meters and then 72 dwelling units/ senior demographic town homes that would be served with 2" meters with a total of (4) 2" meters coming off the 12" line. All this is just proposed. Do we want to run parallel lines with Rural Water District and City of Owasso, being just a few feet apart or would you propose that I look into possibly the multiple family be served by Rural Water and City of Owasso serving the residential. We feel there is an alternative where all domestic would be served by Rural Water and could be achieved with conversation with their engineer and Chad. If the multi family could be served off the 2" meters, then we would only be looking at the 11 residential lots. Hopefully this line does meet the existing easement and plat. Could we serve the first 4 lots from the rea of this line and serve the other 7 with service crossings. Nobody likes meters behind the house, but we will create a 30' reserve area unfenced to serve those meters. Just trying to get directions.

12. Developments/line extensions waiting final approval.

- a.** Discussion and decision regarding Stone Lake VI, 35 lots, 31.9 ac. Located between Sheridan and Yale on the south side of 136th St N. Richard Kriege made a motion to approve. Robert Scott seconded. Steve Cole, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
- b.** Discussion and decision regarding Foster Creek Phase I & II, 72 lots, residential subdivision located on the east side of Garnett (113th) approximately $\frac{3}{4}$ mile north of 176th St North. Gary Burd made a motion to approve. Richard Kriege seconded. Robert Scott, yes; Steve Cole, yes; Caleb Potter, yes. Motion carried unanimously.

13. Public Comments.

II. OLD BUSINESS

1. 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. Ryan Smith. We have a meeting to get caught up

2. 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. No Kyle Sewell.
- b.** Discussion and decision regarding the approval of an invoice from Bartlett & West for engineering design. No invoice.

3. 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. Kyle Sewell. No invoice.
- b.** Discussion and consideration of bids received and contractor experience. Decision whether to award project to engineer's recommended bidder.
- c.** Discussion and possible consideration of approving Amendment#1 of the Engineering Contract with Bartlett & West for increased scope of work.
- d.** Discussion and possible consideration of approving Amendment #2 of the Engineering Contract with Bartlett & West to add Full-time Inspection.

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4. **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. Ryan Smith, we do have an invoice and the total amount is \$2,642.09 and your share is \$385.48. The request for the County is \$2,256.61. Richard Kriege made a motion to improve the invoice. Steve Cole seconded. Pat Liggett, yes; Richard Kriege, yes; Gary Burd, yes; Cale Potter, yes. Motion carried unanimously.
5. **Discussion and decision on the 2020 Case 580 Super N Backhoe opening bids Starting bid at \$60,000.00.** Richard Kriege made a motion to accept the bid of \$72,501.99 from Pat Baker Construction. Steve Cole seconded. Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
6. **Discussion and decision regarding Mike Calhoun taking more responsibilities and compensating for the job.** Caleb Potter made a motion to approve a \$3.00 raise. Gary Burd seconded. Robert Scott, yes; Richard Kriege, yes; Steve Cole, yes. Motion carried unanimously.
7. **Discussion and decision regarding On-call compensation for the Water plant operators.** Gary Burd made a motion to use an iPad on-call for two hours overtime in between the shifts. Richard Kriege seconded. Robert Scott, yes; Steve Cole, yes; Caleb Potter, yes. Motion carried unanimously.
8. **Discussion and decision regarding the 997 International 4900 for sale.** Steve Cole made a motion to take bids. Richard Kriege seconded. Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
9. **Discussion and decision regarding the Interstate 24' pintle hitch up for sale.** Steve Cole made a motion to take bids. Richard Kriege seconded. Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
10. **Discussion and decision regarding the 2008 Belshe trailer for sale.** Steve Cole made a motion to take bids. Richard Kriege seconded. Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
11. **Discussion and decision regarding purchasing a new backhoe.** Richard Kriege made a motion to purchase one in the amount of \$133,900.00. Gary Burd seconded. Robert Scott, yes; Stev Cole, yes; Caleb Potter, yes. Motion carried unanimously.
12. **Discussion and decision regarding the release of easement in The Meadows I Amended, Lot 4 Block 4.** Caleb Potter made a motion to release easement. Steve Cole seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes. Motion carried unanimously.

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III. NEW BUSINESS

IV. ADJOURNMENT

1. Gary Burd made the motion to adjourn at 9:20 a.m. Richard Kriege seconded. Steve Cole, yes; Robert Scott, yes; Caleb Potter, yes. Motion carried unanimously.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis

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