

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 June 12, 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 June 12, 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, yes; Pat Liggett, 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 June 7, 2023, at 4:00 PM. Also present is Jerry Gammill, District Manager; Chad Pennington, Field Supervisor; Dona Lewis Recording Secretary, David Dollar, Water PAQ Engineering, 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 May 8, 2023. Bruce Hoover made the motion to approve the minutes as written. Gary Burd seconded. Robert Scott, yes; Gary Burd, yes; Steve Cole, yes; Pat Liggett, yes. Motion carried unanimously.
- 4. Report of Secretary/Treasurer.** Robert Scott. In June we had 11 new taps and 60 transfers. We sold 21 new taps in May.
- 5. Report of District Manager.** Jerry Gammill. The report went out in the board packets. The security system, we received a price to replace the cameras. The amount is \$23,898.69 for replacing the system. The electric breaker at the high service pump station is scheduled to be replaced on Wednesday. That was \$28,929.05. VVEC will have to shut the power off. We have met with our HR group that we have talked about with you. They have some of the policies we have, and they are looking at them. We did purchase a new ½ ton Chevy truck for the plant for \$47,090.00. At the Sheridan Pump Station, they had to replace a spool piece on the manifold. The TOC's results are fine from last month. The bridge improvement project with Tulsa County, they have completed the work and we have taken the BAC-T's and they are fine. They should be making the tie-in today. Water treatment items, the Oologah raw

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water #3 pump was pulled and checked out and the motor was going ground. A new pump and motor will cost \$54,000. The #1 high service pump, the pump was checked out. The bearings need to be replaced for \$6,000. There is a development on 86 and Yale, Reed Bros. They have been trying to figure out fire flow and they are doing an electronic fire suppression system. One of their reviews, David pointed out about an easement on the west side of Yale. There is an existing 24-foot easement with the 6" waterline that is over there and the 6" line was discovered not to be in the easement as it appears. We don't have the authority to tell you to go on someone else's property and tie in the 6" line. I told Robert he needs to go get the easements to meet his schedule. The Operator Expo is going on this week.

a. Field Manager. Chad Pennington reports 2 field audit, 7 change out meter, 1 replaced can, 0 dirt work, 2 drop-in, 2 flush lines, 4 forfeit, 15 leaks, 1 replaced lid, 0 lower can, 0 MXU installed to be radio reads, 5 checked pressure, 0 raise can, 8 get current reading, 3 radio read, 1 replaced setter, 0 shut off, 35 new taps, 9 miscellaneous, 0 zero usage. 101 work orders completed. 44 locked meters. Fittings are coming in tomorrow for the 24" waterline and the pipe should be here by the end of the month. Last Sunday we had a 12" waterline blow out and got it fixed. This Saturday we had a line on 129th and 122nd St N, a line had been shining in the creek. A customer had a tree down and he was trying to get out and pulled the line out. We will need to rebores and case it.

b. Office Manager. Dona, we issued 99 work orders in May. The National conference is Sept 24-27 in Aurora, Colorado.

6. Report of Attorney.

7. Report of Engineer. David Dollar. The developments I worked on were Hollow Creek Extended II, Reed Brothers Storage, and The Learning Experience, Mark Allen, Casa Del Mar and the Cherokee Nation on Highway 20.

8. Approval of accounts payable. Bruce Hoover made the motion to approve. Bill Jacobs seconded. Robert Scott, yes; Gary Burd, yes, Steve Cole, yes; Pat Liggett, 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, Pat Liggett, yes. Motion carried unanimous.

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

a. Discussion and decision on Mark Allen Buick-GMC cost share on 6 to 12-inch. Betterment is located North of North property line. (Approximately 400 feet) Jerry Gammill. We received the amount by email and the amount for cost share and betterment is \$21,790.77 for approximately 378 feet of 12 inch. David Dollar recommends approval. Steve Cole made a motion to approve the cost share. Robert Scott seconded. Bruce Hoover, yes; Bill Jacobs, yes; Gary Burd, yes; Pat Liggett, yes. Motion carried unanimous.

b. Discussion and decision regarding Scalone Acres Lot 1 Block 1 for additional water services needed for a new building by the Cherokee Nation. James Cater with the Cherokee Nation. We are extending the existing 12 "waterline to the east to accommodate a new 9,000 square foot studio. David Dollar. They extended the 12" line and put in a meter vault. Now they want to take the 12" across the parking lot to the east side and connect it back into the 4". I recommend contingent approval. Gary Burd made a motion for contingent approval. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Steve Cole, yes; Pat Liggett, yes. Motion carried unanimous.

11. Developments/line extensions waiting final approval.

- a. Discussion and decision regarding a request by Jeffrey A. Tuttle with Tuttle & Associates, Inc. regarding Parker Village, 120 lots, 57.5., located at 106th St. North ¼ mile east of Garnett Rd. Jerry Gammill. Everything has been turned in and there were some offsite things. Chad. I have met with J.T. Bohanian and he expects asphalt and driveways to be fixed. Steve Cole made a motion to approve. Gary Burd seconded. Bruce Hoover, yes; Bill Jacobs, yes; Robert Scott, yes; Pat Liggett, yes. Motion carried unanimous.

13. 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. David Dollar. No invoice.
 - b. Discussion and decision regarding the easement acquisition and counteroffers from landowners. Kyle Sewell. No easement information.
- 2. Discussion and decision on the proposed 24-inch water line alignment and easements.**
 - a. Discussion and decision regarding easement acquisition counteroffers from landowners. David Dollar. Nothing new to report.
 - b. Discussion and decision regarding material prices and estimated project costs. David Dollar. Nothing to decide on.
 - c. Discussion and decision on the bidding of Contract #1 – 24-inch Water Line Extension Project; North WTP to 166th Street North. The board gave approval last month.
 - d. Discussion, consideration and possible action on Water District filing exception to second amended report of Commissioners and paying additional Commissioner's fees and poundage fee in Rural Water District No. 3, Washington County, OK vs. Sutton, et al., Tulsa County Case No CJ-2022-3057. Jerry Gammill. The district has already paid \$72,114.00 to the county clerk. For the condemnation process and the maximum potential fee. Award from the commissioners. There was something left off, it was a working easement. Mr. Ritchie had the commissioners go back and reevaluate their report. No change in the amount of their report. The second amended report will be an additional of \$450.00 for each. For a total of \$1,300.00 for additional fees. Any condemnation for poundage fee of \$300.00. Bruce Hoover made a motion to pay. Steve Cole seconded the motion. Bill Jacobs, yes; Gary Burd, yes; Robert Scott, yes; Pat Liggett, yes. Motion carried unanimous.

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- e. Discussion, consideration and possible action Water District accepting and paying additional damages award, Commissioner's fees and poundage fee in Rural Water District No. 3, Washington County, OK vs. Freeman, et al., Tulsa County Case No. CJ-2022-3058. Jerry Gammill. It had an evaluation for an additional working easement because of the way easement crosses the property. The board already paid \$7,250 and was awarded another \$1,550. For each one of the commissioners \$675.00 each for a total of \$2,025.00 for additional fees for their amended reports. The poundage fee is \$15.50. Bruce Hoover made a motion to pay. Bill Jacobs seconded. Robert Scott yes; Steve Cole, yes; Gary Burd, yes; Pat Liggett, yes. Motion carried unanimous.

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. Kyle Sewell. The final pay out from Orr Construction is \$755,558.75 a total contract amount including a change order is \$795,325.00. So, the final due is \$39,766.25 and that is for 100% completion. A certificate of completion dated April 5, 2023, it was when we started up the pumps. Starting with a two year maintenance period. Bruce Hoover made a motion to pay \$39,766.25. Robert Scott seconded. Bill Jacobs, yes; Gary Burd, yes; Steve Cole, yes; Pat Liggett, 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. Kyle Sewell. The design continues.
- b. Discussion and decision regarding the approval of invoice from Bartlett & West for engineering design. Kyle Sewell. No invoice.

5. Discussion and decision and update regarding Tulsa County – 12” waterline Relocation at 14300 North Memorial Bridge Project. David Dollar. So hopefully tie – ins will be completed this week. We will get an invoice from Creek Construction next month. The amount is about \$48,000 for about 300 feet of pipe.

6. Discussion and decision to create a committee to consider changes, corrections and updates To the By Laws, Rules and Regulations and other documents. Bruce Hoover will be the Chairman with Steve Cole and Pat Liggett on the committee. Then the committee will come back to the board. The committee will be paid for their time like a regular meeting.

7. Discussion and decision regarding potential investment rates of return from guest speakers. Representatives from Edward Jones, First Bank of Owasso, Armstrong Bank, RCB and American Bank shared their financial products through their institutions.

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III. NEW BUSINESS

IV. ADJOURNMENT

1. Gary Burd made the motion to adjourn at 10:14 a.m. Bruce Hoover seconded. Bill Jacobs, yes; Robert Scott, yes; Steve Cole, yes; Pat Liggett, yes. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis

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