

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 June 9, 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 June 9, 2025, at 8:00 a.m.** Chairman Bruce Hoover called roll: Vice-Chairman Pat Liggett, 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 June 4, 2025, at 4:00 PM. Also, present Chad Pennington, Field Supervisor; Mike Calhoun, Plant Supervisor, Dona Lewis Recording Secretary, David Dollar, Water PAQ Engineering, Larry Steidley, Steidley Law Office 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 May 12, 2025. Gary Burd made the motion to approve the minutes as printed. Steve Cole seconded. Richard Kriege, yes; Pat Liggett, yes; Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.
- 4. Report of Secretary/Treasurer.** Robert Scott. In June we had 23 new taps and 48 transfers. We sold 11 new taps in May. We may need to move some money.

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5. **Report of District Manager.** Jerry Gammill. The report did not go out in the packet. We sold 68,216,382 gallons for \$673,649.84 during that time we purchased 157,000 gallons from the City of Tulsa. We received the second submittal for review for the 96th St N and 129th E Ave. The Washington County project, Brian Kellogg expressed some concern about the engineering proposal cost. Monthly sampling, TOC's and the disinfection by products was taken the same day and the results are okay. The advertisement for the discharge permit and published with the intent to file a permit. A requirement from DEQ. A DEQ site visit was made and showed them around the plant and down at the Oxbow. Tulsa County Road widening project, we did receive a update from City of Tulsa. We did receive from DEQ on the Lead and copper approved lead service line. Cooper Crossing Commercial Developments Phases I and II are on the agenda for final approval. Dun-Rite Roofing development, they have been working the construction and installation. The Meadows Phase II, we have received record plans. The West Estates, David emailed back the plans and comments. Express Wellness, we received the Developer's Agreement, one of the lots at Cooper Crossing Development Phase I. Casey's General Store, we have received plans for review. The New Leaf, we did receive an email with proposed demands. AMOCO, on the access road down by Maverick, it was on Owasso TAC Meeting, and I made comments. The Cummings, which is at 96th St N and Yale, a L shape piece of property. We did receive the fire flow test, David commented and sent back. This has 3 lots, and they are calling it a development. They know they have to get fire flows if they are going to do the development. Now they are looking at getting service with an Easement Agreement, instead of a development. The next item is Foster Creek II, David had emailed plans and comments from our reviews back to their engineer back on the 30th of this last month. The McGill 160 is at 156th and Lewis. They have requested a water service availability report and David has completed it. Then 160 acre with 250 lots of developments on the southwest corner of 126th St N and Hwy 75. They have requested a water service availability report and David has completed it. St. Francis, we received a site plan from Wallace Engineering. Fire flow information and David has emailed back comments. It's located north of Quik Trip on 116th St N on the dead-end cul-de-sac. Standard Supply is in Owasso service area, but we have waterlines in the area they will have to address our waterline and give us access. Stillwater Expo is September 25-26. The trade in value for the generator was \$30,000.00. It's a 600 KW with a transmitter switch. We paid around \$70-80,000 for it.

a. **Field Manager.** Chad Pennington reports 5 field audits, 110 change out meters, 3 replaced can, 0 dirt work, 1 drop-ins, 0 flush line, 4 forfeits, 17 leaks, 2 replaced lid, 0 lower cans, 7 MXU installed to be radio read, 2 checked pressure, 0 raise can, 4 get current readings, 0 radio read, 0 replaced setter, 2 shut off, 14 new taps, 3 miscellaneous, 0 zero usage. 178 work orders completed. I did a fire flow test for Cummings Properties and St Francis. We got a line test on The Meadows II. We hired a new guy with 9 years' experience from Rogers #3, and his name is Bailey Hendrix. He will be starting in the field tomorrow.

b. **Office Manager.** Dona Lewis. We issued 156 work orders in May. Nationals are going to be September 15-17 in New Orleans, LA.

c. Plant Manager. Mike Calhoun. Kelly got started on the PAC, he has the A going while B is out. We ran into some filter issues and got sidetracked working on those. Two pumps at the river are still being worked on and one at the Oxbow. The parts for the BFD at Oologah are in but David hasn't been able to make it. Last Wednesday I caught the UCMR5's and SOC's and haven't got them back yet.

6. Report of Attorney. Nothing.

7. Report of Engineer. David Dollar. The developments I worked on are West Estate, Project Clydesdale, Mercy Regional, Foster Creek Phase II, St. Francis at Warren Clinic, Standard Supply, Casey's, AMOCO, Express Wellness and Owasso Trails. We have the material reviews done on the 96th at Owasso Market and they still owe us material submittal on steel casing. Project Clydesdale, we reached out to them and they are still waiting on Tulsa to do the hydraulic review. They do expect to begin design efforts on the 12" waterline that we require here in the next month or so. They have provided utility plan information we received through the Owasso TAC meeting. The amount of water they need creates through one of the meters creates a velocity through that meter that is in excess of 10 feet per second. That is the part giving Tulsa issues. They have made the decision to plat into five different lots and the way they propose to meter it could require forty meters. Big meters. I had a request for information and I responded to Jeff on the Cummins Property. Looking at a proposed development on the west side of Garnett across the street of Foster Creek. Water service availability for the Gordon RV Park. The McGill 160, I did a water service review on that is at 156th ST N and Lewis. It's up on the hill and not great pressure. They wanted fire flow and the only way to get fire flow is a Booster pump station and 12" waterline and a water tank. This is a proposed 120 lot residential development. I also did a water service review for AAB Engineering for 250 lot development along 126th St N just west of Hwy 75. No problem providing service there, they would have to do a 12" line.

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

9. Approval of new tap applications and transfers. Robert Scott made the motion to approve. Pat Liggett seconded. Gary Burd, yes; Robert Scott, yes; Steve Cole, yes, Caleb Potter, yes. Motion carried unanimously.

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

a. Discussion and decision regarding an RV park 7 lots, approximately 20 ac., located at 398134 W. 3900 Road, Ramona (east of the northeast corner of Highway 75 and EW 3900 Road). David Dollar, no problem providing service but this is a development so it will need a 12" waterline is required across the front of the property. They have a DEQ approved lagoon. My recommendation is contingent approval. Robert Scott made a motion for contingent approval. Pat Liggett seconded. Richard Kriege, yes; Steve Cole, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

- b.** Discussion and decision regarding Owasso Trails 141 lots, 37.6 ac., located on the west side of Memorial approximately ½ mile south of 86th St. N.

David Dollar, that waterline is going to move or we are going to require a restricted waterline easement. Because that waterline will move in the future. Providing water service is not an issue. It will have Owasso sewer. I recommend contingent approval. Steve Cole made a motion for contingent approval. Gary Burd seconded. Robert Scott, yes; Richard Kriege, yes; Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimously.

11. Developments/line extensions waiting final approval.

- a.** Discussion and decision regarding Cooper Ranch Phase I, 10 commercial lots, located on the south side of Hwy 20 approximately ½ mile west of Sheridan. Steve Cole made a motion to approve. Pat Liggett seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes; Caleb Potter, yes. Motion Carried unanimously.
- b.** Discussion and decision regarding Cooper Ranch Phase II, 2 commercial lots, located on the south side of Hwy 20 approximately ½ mile west of Sheridan. Pat Liggett made a motion to approve. Gary Burd seconded. Robert Scott, yes; Richard Kriege, yes; Caleb Potter, yes. Motion carried unanimously.

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. No invoice.
- b.** Discussion and decision regarding the approval of Bolding Construction monthly pay estimate. Kyle Sewell. As of this morning they are doing their final tie in and it affects two meters. We are considering substantially complete. I will issue the certificate for substantial completion, and they have a pay request for \$41,353.50. The owner share is \$2,051.13 and the monthly pay estimate and they have a balance to finish of \$43,870.00 which is pending on the final walk through and clean up. Chad Pennington, they tied in those meters this morning. The clean up will start. Kyle Sewell, you have

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the leverage you have is you still owe them. David Dollar, put them on notice that you will contact the bonding company to finish this job. Find out how much longer it will take. Pat Liggett made a motion to pay the \$2,051.13. Steve Cole seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously. Richard Kriege made a motion to approve the \$41,353.50. Robert Scott seconded. Steve Cole, yes; Gary Burd, yes; Pat Liggett, yes; Caleb Potter, yes. Motion Carried unanimously.

2. Discussion and decision regarding the proposed 24-inch water line project and easements.

- a. Discussion and decision regarding easement acquisition and counteroffers from landowners. No report.

3. 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 news from the county. Kyle Sewell, Tulsa County is working on getting the new data to the engineer they have working of this now.
- b. Discussion and decision regarding the approval of an invoice from Bartlett & West for engineering design. David Dollar. No invoice.

4. 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. No invoice.
- b. Discussion and decision to approve the Bid documents for the residual management. Gary Burd made a motion to table it until we heard from DEQ. Pat Liggett seconded. Richard Kriege, yes; Steve Cole, yes; Robert Scott, yes; Caleb Potter, yes. Motion carried unanimously.
- c. Discussion and decision regarding quote to remove and reinstall ¼ mile of fencing along 176th St. N. pursuant to Pauline M. Scott Revocable Trust Lease agreement. Pat Liggett made a motion to table it until DEQ approval. Steve Cole seconded. Richard Kriege, yes; Robert Scott, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

5. 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 Engineering Services by Kimley-Horn. David Dollar, no report. We are waiting for the counties engineer Brian Kellogg.

6. Discussion and decision regarding review of the annual auditor every 8 to 10 years by the Board of Directors. Steve Cole made a motion to do it as written. We will bring a recommendation to the Board to change auditors every 8 to 10 years depending on what we find on financials. Pat Liggett seconded. Richard

Kriege, yes; Robert Scott, yes Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

- 7. Discussion and decision to hire an individual or firm to review the financial statements monthly.** Caleb Potter made a motion to hire someone to look over the financials on a monthly basis and make recommendations on things out of line. Pat Liggett seconded. Richard Kriege, yes; Robert Scott, yes; Steve Cole, yes; Gary Burd, yes. Motion carried unanimously.

8. Discussion and decision regarding the selling of three trucks:

a. 2013 Chevrolet 1 ton - starting bid. \$3,500.00

b. 2003 Chevrolet ½ ton - starting bid \$1,000.00

c. 2014 Ford F150 – starting bid \$3,000.00

Richard Kriege made a motion to take bids and open them at the next board meeting. Pat Liggett seconded. Richard Kriege, yes; Robert Scott, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimously.

- 9. Discussion and decision regarding of the selling of a 61” cut Scag Wildcat riding lawn mower.** Richard Kriege made a motion to post the information on the website and bills. We will take closed bids through July 11, 2025. Steve Cole seconded. Robert Scott, yes; Pat Liggett, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

III. NEW BUSINESS

IV. ADJOURNMENT

1. Steve Cole made the motion to adjourn at 10:13 a.m. Pat Liggett seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes; Caleb Potter, yes. Motion carried unanimously.

Robert Scott – Secretary/Treasurer

Notes by Dona Lewis