

# **Rural Water District No. 3**

## **Washington County, Oklahoma**

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17227 N. 129<sup>th</sup> 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 July 12, 2021 at 8:00 o'clock A.M., at 17227 N. 129<sup>th</sup> 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 14, 2021 at 8:00 a.m.** Chairman, Richard Kriege called roll: Chairman, Richard Kriege, here; Vice-Chairman Bruce Hoover, here; Secretary/Treasurer Robert Scott, here. Directors: Bill Jacobs, here; Max Terrell, yes; Gary Burd, here; Steve Cole, yes. 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 129<sup>th</sup> E Ave in Collinsville, Oklahoma. Notice of the meeting was posted on the front door and drive-up window of the district office on July 7, 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 June 14, 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 June we had 20 new taps and 79 transfers. We sold 60 new taps in June. We are maybe putting some money in a money market.
- 5. Report of District Manager.** Jerry Gammill, the report went out in the board packet. We received our results on our sludge sampling for the residual management and David has forwarded that to Tim Ward. Waiting on the results from Tim. An old housing addition called Lyndee Lee has had some people wanting to reactivate the addition. Explained to them the basics they need to start all over. They did have it platted. The 106<sup>th</sup> & Memorial residential development, they have picked up the plans with comments from the end of this last month. They turned it around, we already received the package for review. The Warren Medical facility, we have received an email on the submittals. The Thiessen North Property, the contractor did the last tie in last Wednesday. The Owasso Urgent Care, next to OCCU on 116<sup>th</sup> St N & N 129<sup>th</sup> E Ave. They have finalized their pressure test this last Wednesday. We will start on the Bac-T's today. Trinity Church, down on 76<sup>th</sup> St N & Memorial. We sent comments and plans back to their engineer on the 1<sup>st</sup>. We received an email on the 2<sup>nd</sup> from

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their engineer that the project is now on hold due to funding. There is a PUD (planned urban development). Redbud, it is east of Hwy 169 on the north side of TTCU. We received after the Owasso TAC meeting. It shows there is going to be several shopping centers, apartments, condos, restaurants. We did receive plans and paperwork for review at The Reunion in Owasso TAC meeting had another item called Criteria. These groups are going through Owasso Planning Commission and not contacting us. The Reunion in Owasso, we have had contact with one of the representatives. The Cherokee Nation, we receive final paperwork and everything for final approval. Aaron Beats, we did receive an email from their fire chief. Brian Kellogg, their engineer sent an email regarding fire flows. This on an area on the edge of our district. A small development on Lewis. The Flatts on E 136 St N and Sheridan we received an ICOG TAC meeting with a minor plat review and we sent comments back to them. The Criterion, Mr. Cox was here talking about a few minutes ago. We did receive the plans for review. We have a new plant operator starting on Wednesday. We received our information on the CCR, we have it on our website. It will be on our next bills that will be sent out this week. On E 126 St N and west side of Hwy 169, there is a 6" waterline that ties into a 4" waterline. The older ODOT crossings on one of the side roads. We are going to have preconstruction come out do some help and try to dig that up. It is right next to the pond inside a six-foot chain-link security fence. We had tank inspections and we found out that four need to be painted. The Scott and 2 Million need to be taken care first.

**a. Field Manager.** Chad Pennington reports 2 field audits, 15 change out meters, 5 replaced can, 1 dirt work, 3 drop-ins, 2 flush line, 0 forfeit, 8 leaks, 5 replaced lid, 2 MXU installed to be radio reads, 4 checked pressure, 2 raise can, 2 radio read, replaced setter, 2 shut off, 25 new taps, 19 miscellaneous, zero usage, work orders completed 107. We locked 46 last month.

**b. Office Manager.** Dona, we issued 171 work orders in June.

**6. Report of Attorney.** Nothing

**7. Report of Engineer.** David Dollar. Developments I worked on, 106<sup>th</sup> St N & Memorial, Trinity Church, Cooper Crossing IV, Cherry Creek phase IV, Owasso Urgent Care, Gacha Dental, The Warren Building, The Reunion of Owasso, The Criterion Office Building and the Aaron Beats development. The Owasso road project on 116<sup>th</sup> between Garnett and 129 E Ave. We were told they going to take all the waterline stuff out of the roadway project and do it separately. Well that changed, and now they are just going to work on the intersection of Garnett and 129<sup>th</sup> E Ave. and the only waterline that impacts us is the 4" waterline. I did respond to a gentleman with Metro Fire regarding a fire flow test at the proposed new Wendy's at Garrett Creek. he Thiesson North waterline extension, Attic Storage phase IV and The Shoppes at Cooper Landing. Owasso is extending a waterline to their fire station that they built. They will be taking back customers in a court order that we currently serve that will be in their service area. Probably nine or ten customers. The entrance to Brookfield that is basically the boundary line immediately to the east of that entrance. Meters along 116<sup>th</sup> north and south that are west of Brookfield. We are working with Owasso on the utility relocation agreement this project will have betterments. I did do a water service availability for Mr. Sayre this month.

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

**9. Approval of new tap applications and transfers.** Robert Scott made the motion to approve. Bruce Hoover seconded. Bill Jacobs, yes; Max Terrell, , Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

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

**a.** Discussion and decision regarding a request by Billy Cox with Cyntergy, the Engineering group, representing the Developer for Criterion office Building, 1 lot, 2.42 ac. located in Lot Block 1 of the Garrett Creek Phase II Replat (south of Reasor's) Billy Cox, we are constructing a three story office building approximately 23,000 square feet. We have a plumbing group looking at putting a booster pump for

the third floor. David Dollar recommends contingent approval. Bruce Hoover made a motion for contingent approval. Bill Jacobs seconded. Robert Scott, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

**11. Developments/line extensions waiting final approval.**

- a. Discussion and decision regarding a request by Cherokee Nation. Business for a 1 Lot, 1 block 1 development, existing structure with new business and additional water demand. They are requesting a waterline extension and variance to not extend the waterline completely across the face of the lot. Bruce Hoover made a motion. Gary Burd seconded. Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.

**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. We have sent our letters to 31 properties owners for easements. The Meeks, who own three parcels all together. He has some disagreement with ODOT, so this maybe a hold up on this one. David Dollar. There is an invoice from Bartlett & West for the amount of \$4,770.34 that's for effort through June 25, 2021. Total paid to date if that is approved for \$155,698.93 of the total contract amount of \$300,00.00 and that represents 52% of the total fee. It is my recommendation that you approve payment. Bruce Hoover made the motion. Max Terrell seconded. Robert Scott, yes; Bill Jacobs, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

**2. Discussion and decision the proposed 24-inch water line alignment and easements.**

- a. Discussion and decision regarding easement acquisition counteroffers from landowners. David Dollar. We have acquired one additional easement, since our last board meeting. We did get a counter offer from Montenegro (5A) We offered them \$500.00 and they countered a \$1,000.00 and it's my recommendation that you accept the offer. The Harris property (7A) countered with conditions. The district counter offer last month was \$3,500.00 with no water meters. I recommend we accept his conditions and put them in writing in whatever way we need to. We need to get it taken care of. The Turner (8A) we still talked to them again yet. I recommend that we accept that counteroffer for Montenegro (5A) and Harris (7A) easement conditions.. Bruce Hoover made a motion to accept the counteroffer. Bill Jacobs seconded. Robert Scott, yes; Max Terrell, 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)**

- a. Discussion and decision regarding final partial pay estimate for Creek Construction. David. The work is complete as of June 14, 2021. The contract time started February 15, 2021 and end date is June 29, 2021. Partial payout #4 for Creek Construction. The total balance of \$462,211.00 and the balance due is \$62,408.25. Bill Jacobs made the motion to approve. Bruce Hoover seconded. Robert Scott, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- b. Discussion and decision regarding change order #3. David. We do have a final change out order that I will want you to approve. It reduces the contract amount by \$9,224.00. My recommendation that you approve. Bruce Hoover made the motion to

approve. Bill Jacobs seconded. Robert Scott, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

**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. Kyle Sewell. No invoice this time. We are at the stage where we are waiting for the legal documents to come back from the ICOG filing. We are about to submit our DEQ permits. The plans are 95% done.

**5. Discussion and decision regarding a request by Richard Scott Snodgrass and Linda Dildine for water service by Easement Agreement located south of 136<sup>th</sup> St. North on the east of 105<sup>th</sup> E Ave.** Bill Jacobs made the motion to approve. Gary Burd seconded. Bruce Hoover, yes; Robert Scott, yes; Max Terrell, yes; Steve Cole, yes. Motion carried unanimous.

**III. NEW BUSINESS**

**IV. ADJOURNMENT**

1. Gary Burd made the motion to adjourn at 9:06 a.m. Bruce Hoover seconded. Robert Scott, yes; Bill Jacobs, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

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**Robert Scott – Secretary/Treasurer**  
**Notes by Dona Lewis**