

# **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 13, 2020 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 July 13, 2020 at 8:00 a.m.** Chairman, Richard Kriege called roll: Chairman, Richard Kriege, here; Vice-Chairman Bruce Hoover, here; Secretary/Treasurer Robert Scott, yes. 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 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 8, 2020 at 4:00 PM. Also present is Jerry Gammill, District Manager; Chad Pennington, Field Supervisor; Rosemary Robinson, Office Manager and Recording Secretary; David Dollar, Water PAQ Engineering; Larry Steidley, Steidley Law Firm, absent; Kyle Sewell, Bartlett & West; Andrew Beats, Alex Kalambata, Derek with Rausch Coleman. 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 8, 2020. Bill Jacobs made the motion to approve the minutes as written. Bruce Hoover seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
  - b.** The Special meeting of June 15, 2020. Bruce Hoover made the motion to approve the minutes as written. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- 4. Report of Secretary/Treasurer.** Robert Scott, 57 new taps and 85 transfers. We sold 33 new taps in June, one drop-in. We have paperwork for our new CD. (Interest rate is .4 percent).
- 5. Report of District Manager.** Jerry Gammill, the report went out in the board packet. TOC sampling, 2<sup>nd</sup> quarter TTHM, UCMR4, SOC, Hwy 20, Tulsa County Maintenance. The generator took over when the electricity was out during the Saturday storms. Other items, sludge ponds, maintenance on a generator, UV replacement part is \$28,741.10. Developments working on are, Dollar General at Hwy 75, Chinowth & Cohen behind Starbucks, Cherry Creek III, Forest Bend, Cooper Crossing Commercial Shoppes @ Cooper Crossing. Shoppes

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@ Garrett Creek, New Leaf, Green Country Auto Sales parking. Sent comments on boundary line to Collinsville TAC meeting. Covid 19. Property on Sheridan. National conference has been cancelled.

- a. Field Manager.** Chad Pennington, 2 field audits, 31 change out meters, 1 replaced can, 3 dirt work, 1 drop-in meter, 15 leaks, 2 replaced lid, 3 MXU changed out, 5 pressure checks, 1 raised can, new taps 23, miscellaneous 56. 73 lock meters. Completed 144 work orders out of 162.
  - b. Office Manager.** 162 work orders written in June. We made it through lock meters.
- 6. Report of Attorney.** See written report.
- 7. Report of Engineer.** David Dollar, worked on Stone Lake IV, Shoppes at Cooper Ranch, New Leaf, Dollar General Ramona, Tulsa County Maintenance, Owasso Urgent Care, 116 St N & N 129 E Ave, 106 St N & 145 E Ave.
- 8. Approval of accounts payable.** Bill Jacobs made the motion to approve. Bruce Hoover seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, 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. Bruce Hoover seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- 10. Approval and/or acceptance of new developments or line extensions.**
  - a.**
- 11. Developments/line extensions waiting final approval.**
  - a. Discussion and decision regarding a 12-inch waterline extension along 106<sup>th</sup> St N between Sheridan and Forest Bend subdivision located east of Memorial on the south side of E 106<sup>th</sup> St N.** Bruce Hoover made the motion to approve. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
- 12. Public Comments.**

## II. OLD BUSINESS

- 1. Discussion, decision and update regarding waterline relocation associated with ODOT's Hwy 20 project east of Hwy 75.**
  - a.** Discussion and decision for the approval of invoice from Bartlett & West for engineering and inspection through 6-26-20 in amount of \$12,525.77. Steve Cole made the motion to approve. Gary Burd seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
  - b.** Discussion and decision regarding the approval of Assignment of Claim #23 to ODOT for 70.38% reimbursement share of engineering services. District portion is \$3,710.13, ODOT portion is \$8,815.64. Bruce Hoover made the motion to approve. Max Terrell seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
  - c.** Discussion and decision regarding the approval of payments from District to Bartlett & West for District's 29.62% share of the total project cost. Steve Cole made the motion to approve payment of Claim #23 in amount of \$3,710.13 to Bartlett & West. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
  - d.** Discussion and decision of Change Order with Creek Construction Contract for addition of one 2" PVC service crossing under Hwy 20 with 6" steel encasement in the amount of \$21,500. Bruce Hoover made the motion to approve. Max Terrell seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

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2. **Discussion and update regarding the proposed engineering agreement with Bartlett & West for 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 #3 from Bartlett & West for engineering design. Gary Burd made the motion to approve invoice and claim in the amount of \$30,290.70. Bruce Hoover seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
  - b. Discussion and decision regarding an agreement with ODOT relative to reimbursement for expenses related to the relocation of RWD#3 waterline impacted by proposed highway construction. Bruce Hoover made the motion to approve the 305 agreement. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
3. **Discussion and decision regarding the proposed 24-inch water line alignment and easements.** Jerry Gammill, working with Hardacres to get easement. David Dollar, the Ghormley property will not require the BIA. The Hardacres have an offer on their property. The KAMO issue we've been working with is on the Hardacre property and won't be solved before next week. So, Jerry and I discussed another option to go around the KAMO tower. Had Meshek do survey work so we can go around the down guys, satisfied we can put in a 45 degree bend go 60 feet and miss the down guys, taking KAMO out of the equation. Hardacres are aware of that, waiting on the signed easement. Survey work on Johnson property to the north along with easement on the Horsepen Creek property. Going forward, release Meshek to communicate with everybody about our project. The only thing not solidified is south of Blackjack Creek.
4. **Discussion and decision to purchase a new Case 580 SN backhoe 4WD.** Bruce Hoover made the motion to approve purchase in amount of \$95,173.71. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
5. **Discussion and decision to trade in the existing 2016 CASE 580N S/N NG L730122 backhoe.** Bruce Hoover made the motion to trade in the existing backhoe for \$37,000.00. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
6. **Discussion and decision regarding a request by Ronnie Rowan and Sally Husband for permission to temporarily fence off and place goats on a portion of the Scott Tower property.** Bruce Hoover made the motion to allow Mr. Rowan and Ms. Husband to fence off the SW corner of the property for their use provided they furnish a letter of liability. Access will be from the property next to it. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.
7. **Discussion and decision regarding a request by Jesse Fulcher with Rausch Coleman about a potential development located south of 76 St N on Pittsburgh Ave. (west side of Hwy 75).** After discussion, a committee of Robert Scott, Richard Kriege and Bill Jacobs will meet. This item is tabled to August 10, 2020 board meeting.
  - a. **Release service area from Washington County RWD#3 service area and allow property to be served by the City of Tulsa.**
  - b. **Washington Co. RWD#3 request a Master Meter Agreement to be created between the city of Tulsa and Washington Co. RWD#3 to serve this property.**
8. **Discussion and decision regarding a request by Andrew and Ashley Beats for 2 water services by easement agreement, properties located south and west of 116<sup>th</sup> St N and Lewis Ave.** Bill Jacobs made the motion to approve. Bruce Hoover seconded. Bruce Hoover,

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

9. **Discussion and decision regarding a request by Alex Kalambata, account 9876, for relief of \$8,777.00 from the water bill due to leak.** After discussion, Steve Cole made the motion to allow the one-time leak adjustment along with payment arrangement. Bill Jacobs seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes; Steve Cole, yes. Motion carried unanimous.

### **III. NEW BUSINESS**

1.

### **IV. ADJOURNMENT**

1. Bill Jacobs made the motion to adjourn at 9:45 a.m. Max Terrell seconded. Bruce Hoover, yes; Robert Scott, yes; Bill Jacobs, yes; Max Terrell, yes; Gary Burd, yes, Steve Cole, yes. Motion carried unanimous.

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**Robert Scott – Secretary/Treasurer**  
**Notes by Rosemary Robinson**