

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 July 8, 2024 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 July 8, 2024, at 8:00 a.m.** Chairman Bruce Hoover called roll: Vice-Chairman Pat Liggett call, here, Secretary/Treasurer Robert Scott, here. Directors: Richard Kriege, Gary Burd, here; Steve Cole, yes; Caleb Potter, 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 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 July 3, 2024, at 4:00 PM. Also, present is Jerry Gammill, District Manager; 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 June 10, 2024. Steve Cole made the motion to approve the minutes as written. Pat Liggett seconded. Robert Scott, yes; Gary Burd, yes; Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimous.
- 4. Report of Secretary/Treasurer.** Robert Scott. In July we had 31 new taps and 73 transfers. We sold 22 new taps in June.
- 5. Report of District Manager.** Jerry Gammill. The report went out in the board packets. Magnolia Ridge Phase III, we did receive the Maintenance Bond and we still need a copy of filed plat. Cherokee Nation, the housing addition on 136th St N and Sheridan. They have changed architects and engineers. We had a meeting with the Assisted Director of Housing. The Reserves of Owasso, we did receive the DEQ permit, so they should be moving forward.

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The 7520, we did receive plans and some paperwork. One of the lots is going to be Arby's. Same Day Auto, sent an email regarding new services and David responded. Dollar Tree, down on 116th Street east of the coffee shop. The media at the plant, we are waiting for a price from a potential contractor to install. The Caney River intake, we had a company Locke Maintenance come and work on it. We couldn't get it break through and then the rain would come again. We did get it opened and everything seems to be running okay. On the 30th of this last month we had a 12" waterline blow out right in a creek by 129th St by our Morrow Pump Station.

a. Field Manager. Chad Pennington reports 7 field audits, 50 change out meters, 2 replaced cans, 11 dirt work, 0 drop-in, 1 flush lines, 0 forfeit, 20 leaks, 1 replaced lid, 0 lower cans, 2 MXU installed to be radio read, 4 checked pressure, 0 raise can, 24 get current readings, 0 radio read, 0 replaced setter, 0 shut off, 27 new taps, 10 miscellaneous, 0 zero usage. 136 work orders completed. 47 locked meters and 41 unlocks. We got a new service truck and I'm getting labels and strobe lights put on them. The two meter reading trucks are in service. We have received a good supply of MXU's.

b. Office Manager. Dona Lewis. We issued 143 work orders in June. I got the inserts to go with the statements regarding the rate increase. Ed Phillips helped to order the Starlink internet service. September is when the Nationals is and that is the same time as a Board Meeting. The board agreed to keep the same date and have Pat Liggett Vice Chairman will run the meeting.

c. Plant Manager. Mike Calhoun. We caught the nitrate and sodium test and SOC's last month. On the 26th we had the #2 VFD replaced and back in service. It was cheaper than what they started with, it was \$51,000 and it was \$48,000 to repair. On the 3rd of July one of the seals at Morrow pump station and they are coming to work on Wednesday. I had to replace Bryan pump on the hyper chloride generator. A guy is here today to replace the #2 UV driveline.

6. Report of Attorney. Larry Steidley. I continue to work on getting Benham to respond to your settlement offer.

7. Report of Engineer. David Dollar. The developments I worked on are West Estate on 86th St N and Yale, the 8" waterline extension at 7520, Arby's at 7520, Dollar Tree, The Meadows II, The Reserves @ Owasso, The Cherokee Nation Housing Authority. I did respond to a request for water atlas information at intersection at 106th St N and Garnett. I'm also still working on project Clydesdale, a big development at 86th St N and Sheridan. A project we will have to work on with the City of Tulsa. Large commercial that will use a lot of water.

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

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

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

a. Discussion and decision regarding The Meadows II, 85 lots 1, 66.74 ac. located ½ mile north of 106th and Memorial on the east side of Memorial. Richard Kriege made a motion to approve the development. Steve Cole seconded. Robert Scott, yes; Richard Kriege, yes; Gary Burd, yes; Caleb Potter, yes. Motion Carried unanimous.

b. Discussion and decision regarding Arby's, a commercial lot in the 7520 Crossing subdivision, located on the south side of Highway 20 and east of Yale. Richard Kriege made a motion to table it. Steve Cole seconded. Robert Scott, yes; Gary Burd, yes; Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimous.

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11. Developments/line extensions waiting final approval.

a.

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 an invoice from Bartlett & West for engineering design. David Dollar. There are two invoices we need to address. The amount is \$7,054.98 and they also have another invoice for recent effort in the amount of \$2,443.05 that's for effort from January 27 through February 23. ODOT's share on that would be \$2,321.87 and our share is \$121.18. If you approve payment for both it would be at \$262,572.12 which is 74% of the contract. I recommend you approve them. Steve Cole made a motion to pay the invoices. Richard Kriege seconded. Robert Scott, yes; Gary Burd, yes; Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimous.

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

a. Discussion and decision regarding easement acquisition and counteroffers from landowners. David Dollar. No progress.

3. Discussion and decision and update on the Contract #1 – 24-inch Water Line Extension Project; North WTP to 166th St N. David Dollar. A final walk through was on June 6th and I wasn't available to make it. Everything is taken care of except one property owner that is not satisfied with the amount of topsoil. We still owe Creek Construction some money, but it will be on a future agenda.

4. 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. Kyle Sewell. I just heard from Roger Hughes this morning, and sort on the easement status.

b. Discussion and decision regarding the approval of invoice from Bartlett & West for engineering design. David Dollar. We have three invoices from Bartlett & West totaling \$2,100.00 for effort from November 25, 2023, through February 23, 2024. Total paid today is \$135,700.00 and total contract amount of \$140,000.00 That represents 97% of the contract amount. We do not have final plans. I recommend you approve the invoices. Pat Liggett made a motion to approve the invoices. Richard Kriege seconded. Robert Scott, yes; Gary Burd, yes; Steve Cole, yes; Caleb Potter, yes. Motion carried unanimous.

5. Discussion and decision and update to bid painting of the Pavey Tower. Kyle Sewell. We do have a contract agreement and there was an exhibit that needed sorting out and I have given that to my contracting person. We can bid it and tell the contractors to wait until October.

6. 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. David Dollar. We have three invoices totaling \$13,000.00 for effort through May 24, 2024. Those represent the first three invoices, so if approved we will have paid Bartlett & West \$13,000.00 and total contract amount of \$28,000.00 which is 46% of total contract. Richard Kriege made a motion to pay the invoices. Steve Cole seconded the motion. Robert Scott, yes; Gary Burd, yes; Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimous.

7. Discussion and decision regarding proposed employee policy manual. Richard Kriege made a motion to approve the manual following changes discussed. Pat Liggett seconded. Robert Scott, yes; Gary Burd, yes; Steve Cole, yes; Caleb Potter, yes. Motion carried unanimous.

8. Discussion and decision regarding the utility software Tyler Technologies. Richard Kriege made a motion to approve. Pat Liggett seconded. Gary Burd, yes; Steve Cole, yes; Robert Scott, yes; Caleb Potter, yes. Motion carried unanimous.

9. Discussion and resolution on By Laws rewrite. Steve Cole made a motion to table discussion on the By Laws. Pat Liggett seconded. Robert Scott, yes; Gary Burd, yes; Richard Kriege, yes; Cale Potter, yes. Motion carried unanimous.

10. Discussion and possible decision on getting a security system for Rural Water District #3. Jerry Gammill. Four security cameras and a monitor for the price of \$1,727.00. Steve Cole made a motion to approve the system for \$1,727.00. Richard Kriege seconded. Robert Scott, yes; Gary Burd, yes; Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimous.

11. Discussion and decision from open bids of the selling of three Rural Water District #3 trucks.

a. **2003 GMC – C5500 4 door flat bed.** The highest bid goes to Kent Smalygo in the amount of \$7,310.00.

b. **2008 Chevrolet short wide ½ ton 4 x 4.** The highest bid goes to Jennifer Stewart in the amount of \$2,875.38.

c. **2007 Ford 450 with utility bed extended cab 4 x 4.** The highest bid goes to Kent Smalygo in the amount of \$3,133.00.

Richard Kriege made a motion to accept the bids. Steve Cole seconded. Robert Scott, yes; Gary Burd, Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimous.

12. Discussion, consideration and possible vote to declare an emergency under Title 61 O.S. § 130 because of blow out in line in creek crossing north of the Morrow Pump Station. Jerry Gammill. The 12” poly at 400 feet would cost \$9,544.00 at cost.

That is to install 400’, bore 280’ and install 400’ of total to get up on the hill to where we can work on it. The labor for that is \$134,500.00. I think it’s best we go with the 18” with casing. Richard Kriege made a motion to declare an emergency. Gary Burd seconded. Robert Scott, yes; Steve Cole, yes; Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimous.

Discussion, consideration and possible vote to award a contract for repair of blow out in line in creek crossing north of the Morrow Pump Station. Consideration to include various options for type of line and casing, and for boring. Jerry Gammill recommends Creek Construction. Gary Burd made a motion to approve Creek Construction to do the work. Richard Kriege seconded. Robert Scott, yes; Steve Cole, yes; Pat Liggett, yes; Caleb Potter, yes. Motion carried unanimous.

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III. NEW BUSINESS

IV. ADJOURNMENT

1. Gary Burd made the motion to adjourn at 9:26 a.m. Richard Kriege seconded. Pat Liggett, yes; Robert Scott, yes; Steve Cole, yes; Caleb Potter. Motion carried unanimous.

Robert Scott – Secretary/Treasurer
Notes by Dona Lewis

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