

MINUTES OF THE MEETING AND AGENDA OF THE BOARD OF DIRECTORS, RURAL WATER DISTRICT #3, ROGERS COUNTY, OKLAHOMA. This meeting was conducted, on Oct 11th, 2016, 7:30 pm. at the District Office, 13277 S Ash St, Claremore, Okla. 74017

Present at this meeting were:

Mr. Brant Snap, Chairman  
 Mr. Milford Harp, Vice-Chairman  
 Dr. Bryan Spriggs, Treasurer  
 Mr. Larry Mallory, Member  
 Mr. Bob Morton, Member  
 Mr. D. M. Sokolosky, Member  
 Dr. Dirk Thomas, Member

Also present at this meeting were Brian Kellogg, District Engineer; Larry Steidley, Districts' Attorney; Rick Stull, District Manager; Guests – Carry Sims and Destiney Montgomery; Steve Newcomb and Bonnie Jones.

Mr. Morton made the motion to accept for due cause the absence of Mr. Craigie and Mr. Shelton. Mr. Harp seconded the motion. Mr. Harp, yes; Dr. Spriggs, yes; Mr. Mallory, yes; Mr. Morton, yes; Mr. Sokolosky, yes; Dr. Thomas, yes; the motion carried.

Mr. Mallory made the motion to approve the minutes of the last meeting. Mr. Morton seconded the motion. Mr. Harp, yes; Dr. Spriggs, yes; Mr. Mallory, yes; Mr. Morton, yes; Mr. Sokolosky, yes; Dr. Thomas, yes; the motion carried.

Dr. Spriggs made the motion to approve the Accounts Payable as follows:

Accurate Labs (Fees)	\$	797.50
AT&T Mobility (Plt/Fld Phone)		133.62
Birch (Ofc Exp)		304.68
BlueCross BlueShield (Ins/BA)		271.40
BlueCross BlueShield (Ins/DH)		155.20
Blue Medicare Rx (Ins/DH)		55.40
Brenntag Southwest (Chem)		7,355.25
Brown Farms, LLC (Misc)		52.50
Caney Valley Trailer Sales (Maint)		4,263.92
City Utilities Service (76th 0.00; CoT 0.00)		213,013.22
Claremore, City of (Plt/Fld)		29.39
Connections (Ofc Exp)		441.05
Cross-Bo Const (Lk Rep 6048.00;Const WIP 7714.50)		13,762.50
Delta Dental (Ins)		528.18
DrawingBoard Printing (Misc)		332.72
Elmcreek Enterprises (Ofc Exp)		720.44
Foyil Economic Dev Auth (Sewer)		996.85
Froman Propane (Tank Rental)		90.00
Green Country Business Systems (Misc)		667.50
Haynes Equip Co. (Maint)		40.25
Harrison, Donna (Ins)		155.20
HD Supply Waterworks (Supp 8431.96;Mtrs 3936.00;Mtr Test 50.00;Rep1442.36)		13,860.32
ImmenseImpact, LLC (Fees)		357.50
J E T Trucking, LLC (Misc)		530.00
John Deere Financial (Plt/Fld)		239.85
John's Refuse (Plt/Fld)		35.00
Kellogg Eng. (Fees)		6,095.35
Kolker & Kolker CPA (Fees)		180.00
Leaf (Equip Fees)		901.25
Lowe's (Plt/Fld)		187.04
NE OK Elec Coop (Plt/Fld) (Auto-Draft)		71.54
Owasso, City of (Sewer)		36,245.14
Postmaster General (Postage)		3,000.00
Principal Life (Ins)		727.27
PSO (Plt/Fld)		1,205.63
RWD #3 (Ofc Water)		31.50

RWD #3 Payroll Acct (FICA/Med/Fed Tax)	15,524.56	
RWD #3 Payroll Acct (Reimb)	38,627.19	65,512.13
RWD #3 Payroll Acct (SEP)	9,174.38	
RWD #3 Payroll Acct (St Tax)	2,186.00	
RWD #3 Petty Cash (Reimb)		970.65
Sequoyah Software (Fee)		150.00
SilverScript (Ins BA)		68.40
UnitedHealthcare (Ins)		10,336.54
US Cellular (Plt/Fld)		313.01
VVEC (Ofc 390.12; Plt/Fld 8,813.18)		9,203.30
Wal-Mart (Supp)		190.50
Wex Bank (Travel)		<u>2,227.18</u>
		<b>\$ 396,805.87</b>
 <b>FIXED MONTHLY OBLIGATIONS</b>		
First Bank of Owasso # 40		\$ 31,245.00
RDA Loan # 73		<u>4,340.00</u>
		<b>\$ 432,390.87</b>
 <b>PETTY CASH ACCOUNT</b>		
Dist Mgr (ORWA expenses)		332.82
R Eaton (Chg'd in error)		150.00
R LewBoufe (Overpymt)		77.00
Iowa Tribe of Okla (Overpymt # 7961)		208.09
G Pendergraft (Overpymt)		28.25
M Chenoweth (Overpymt)		<u>174.49</u>
		<b>\$ 970.65</b>
 <b>PARTIAL PAY</b>		
Landmark Structures I, L.P. (Pay # 2) (Const Acct)		\$ <u>732,255.25</u>
		<b>1,164,646.12</b>

Mr. Mallory seconded the motion. Mr. Harp, yes; Dr. Spriggs, yes; Mr. Mallory, yes; Mr. Morton, yes; Mr. Sokolosky, yes; Dr. Thomas, yes; the motion carried.

Dr. Spriggs made the motion to approve the Treasurer's Report.

Dr. Thomas seconded the motion. Mr. Harp, yes; Dr. Spriggs, yes; Mr. Mallory, yes; Mr. Morton, yes; Mr. Sokolosky, yes; Dr. Thomas, yes; the motion carried.

Mr. Sokolosky made the motion to approve the New Taps and Transfers:

**a. NEW TAPS:**

- 909 Wesley Ramsey Estate (W/2 of SE/4 of SW/4 of 33-23-17)
- 6447 Chase & Stevey Milligan (S/2 of the SE/4 of the SE/4 of 32-23-17)
- 8367 McCrate Living Trust (W/2 of the Se/4 of the SE/4, less and except the S 358' of the E230' thereof in 31-22-16)
- 8368 Shannon & Kelly Larson (S 417.4' of W 508.5' of SW/4 of 26-23-17)
- 8369 Dean & Lori Troulakis (tract #2 in 6-21-15)
- 8370 Dean & Lori Troulakis (tract #3 in 6-21-15)
- 8371 Simmons Homes (L 8 B 3 Park Place) 22-21-14
- 8372 Chance & Melinda Miller (L 13 B 16 Trails End Estates) 32-22-15
- 8373 John & Rhonda Stafford ((a tract of land in Gov't L 3 section 6-21-15
- 8374 Titan Homes LLC (L 3 B 1 Pine Meadows) 24-22-15
- 8375 Titan Homes LLC (E/2 E/2 NW/4 NW/4 of 25-21-14)
- 8376 Simmons Homes (L 22 B 3 Park Place @ Preston Lakes)
- 8377 Simmons Homes (L 12 B 2 Park Place @ Preston Lakes)
- 8378 David & Patricia Lehman (Tract E located in N/2 SE/4 NE/4 of 1-21-15)

**a. TRANSFERS:**

- 61 Melinda Dawn Weilert from Davd Kirkwood & Betty Jo Poorboy
- 851 Mark & Victoria Kirschner from Patty Wahle
- 863 Michel P & Kelli S Richer from Sidney & Ada Richardson
- 1177 Pakou Chang & Vandee Xiong from Brandy & Misty Milam Edwards
- 1281 Tony Lane & Kendra Gale Thompson from Reza & Lark Namavar

1860 Michael Mosher from Elizebath K James  
2988 Shari Lynn Steele from Fay Jabour  
2999 Steve Lee Sr & Anita L Wilson from Donnie Dobbs  
3864 Amanda M Merriott & Wayne A Park from Kyle Pond  
3950 Walter H & Wanda Lee Armstrong from John & Alicia Rice  
4328 Jason Ward from Wade & Pamela Ward  
5159 Don & Landa Harrel from Jason R Klunck  
5263 Jerry A , Linda S, Allen G & Jennifer D Ryan from Caleb & Kysa Hass  
5488 Mai Xiong from Matthew & Angie Reimer  
5554 Steven & Kimberly Peck from Justin & Amanda Michael  
5571 Joseph B & Melanie A Carter from David & Tiffany Quinn  
5983 Susan D Heflin Rev Trust from Charles & Merrie Eldredge  
6187 Michael F Hornung from John & Lori Pogue  
6214 Colleen M West from Adrian Nearing  
6337 Charles & Merrie J Eldredge Jr from Stephen & Charlotte Voss  
6596 2004 Properties, LLC from Brant & Amelia Beach  
6635 Randy L & Barbara A Steed from Gregory P Kindell  
6766 Kyle Hubbell from Jason & Deonna McCaleb  
6882 Pete & Peggy Jensen from Lonnie & Victoria Johnson  
6947 Kimberly Bellmyer from Kirk & Lindsay Fields  
7016 Brian C & Leann Marie Heard from Scott Cohen  
7105 Steve & Deena Ridenour from Henry Winn  
7178 Dale F & Alice B Marden FR Living Trust from Dale & Linda Workman  
7249 Terry R & Cynthia E Barrows Trust from Ryan Lee Smith  
7296 Tiffany Ann Hartley Rev Trust from Darin & Regina Maddox  
7314 Taylor K & Kelly Yeates from Blaine Walker  
7381 Jeffery E & Emily A Shackelford from Robert R Kincade  
7406 Christopher & Susan Gates from Hayes Custom Homes, LLC  
7423 Stephen M & Donna J Dudas from Michael S & Michele R Burger  
7513 Vernon C & Tonya L White from Kenneth Score  
7643 Mario L & Erendida Mauricio from Arlene F Ballard  
7760 John H & Amor R Hale from Jeffery Hansen  
7933 Carrie C & Matthew R Porter from Ryan & Casie Icks  
8052 Keaton J Fox from Rachel Curtis Family Trust  
8285 Shaun & Sandra Whitesell from Titan Homes LLC  
8288 Dirk Catron from Executive Homes, LLC

Dr. Thomas seconded the motion. Mr. Harp, yes; Dr. Spriggs, yes; Mr. Mallory, yes; Mr. Morton, yes; Mr. Sokolosky, yes; Dr. Thomas, yes; the motion carried.

Mr. Sokolosky made the motion to accept the proposal to change the guidelines of the water bill due date, late fees and lock offs timeframe. The due date for water bills will be the 1<sup>st</sup> of each month with the late charge being assessed after the 10<sup>th</sup>. In addition, to due date changes, meters will be locked off after the 10<sup>th</sup> day of the 2<sup>nd</sup> (non-payment) month.

Mr. Mallory seconded the motion. Mr. Harp, yes; Dr. Spriggs, yes; Mr. Mallory, yes; Mr. Morton, yes; Mr. Sokolosky, yes; Dr. Thomas, yes; the motion carried.

Mr. Sokolosky made the motion to approve the Interlocal Agreement Administrative Services Assignment for Rogers Co RWD #3 CDBG Project (16721 CDBG 16) with the Grand Gateway Economic Development Association (GGEDA).

Mr. Harp seconded the motion. Mr. Harp, yes; Dr. Spriggs, yes; Mr. Mallory, yes; Mr. Morton, yes; Mr. Sokolosky, yes; Dr. Thomas, yes; the motion carried.

Dr. Spriggs made the motion to approve the Proposed F Y Budget as presented by the District Manager.

Dr. Thomas seconded the motion. Mr. Harp, yes; Dr. Spriggs, yes; Mr. Mallory, yes; Mr. Morton, yes; Mr. Sokolosky, yes; Dr. Thomas, yes; the motion carried.

Mr. Morton made the motion to approve the 2<sup>nd</sup> Pay Request to Landmark for the Stone Canyon Tower Project in the amount of \$732,255.25.

Mr. Mallory seconded the motion. Mr. Harp, yes; Dr. Spriggs, yes; Mr. Mallory, yes; Mr. Morton, yes; Mr. Sokolosky, yes; Dr. Thomas, yes; the motion carried.

## **INFORMATION REPORT**

1. Monthly Operational Report
2. Report of District Engineer –
  - ~Stone Canyon Water Tower – Anticipate completion – Summer of 2017
  - ~Working on Operating Manual for District
  - ~GPS on Maps – Future Project

Old Business:

New Business: Presented by the District Manager for Discussion – Junction Internet LLC – Vinita, Oklahoma – Possible negotiations for internet purposes on several tower locations in the District.

The meeting was adjourned.

Larry Craigie, Secretary

Written and recorded by Bonnie Jones