

MINUTES OF THE MEETING AND AGENDA OF THE BOARD OF DIRECTORS, RURAL WATER DISTRICT #3, ROGERS COUNTY, OKLAHOMA. This meeting was conducted on April 10th, 2018, 7:30 pm. at District Office, 13277 So Ash, Claremore, Okla. 74017

Present at this meeting were:

Mr. Brant Snap, Chairman
Mr. Milford Harp, Vice-Chairman
Mr. Larry Mallory, Member
Mr. Jason Rhoten, Member
Mr. D. M. Sokolosky, Member
Dr. Dirk Thomas, Member

Also present at this meeting were Brian Kellogg, District Engineer; Larry Steidley, Districts' Legal; Rick Stull, District Manager, guests – Robert Johnson, Johnny Smith, Bob Soden, Steve Newcomb and Bonnie Jones.

Bob Soden attended the meeting referring to damages done to new meter sets and proper procedures to connect to District Lines. Also, there was a discussion on damages and charges to repair/replace new meters sets.

Robert Johnson and Johnny Smith came to speak with the Board about a large billing that took place over several months' time. It was determined, according to gauges and charts and also calls from the renters that there was a leak on the customer side.

Board has instructed District Manager to review account and update owner on billing amount.

Mr. Mallory made the motion to accept for due cause the absence of Mr. Craigie, Dr. Spriggs and Mr. Morton.

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

Dr. Thomas made the motion to approve the minutes of the last meeting.

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

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

Accurate Labs (Fees)	\$	830.00
Alpine Lock (Misc)		629.76
AT&T Mobility (Plt/Fld Phone)		113.35
Birch (Ofc Exp)		313.66
BlueCross BlueShield (Ins/BA)		159.60
BlueCross BlueShield (Ins/DH)		180.40
Blue Medicare Rx (Ins/DH)		82.70
Burrows Agency, The (Gen. Ins)		49,784.00
Brenntag Southwest (Chem)		3,205.89
Brown Farms, LLC (Misc)		570.00
C & F Concrete, LLC (Const/WIP)		5,500.00
City Utilities Service (76th 58.29; CoT 138843.09)		138,901.38
Claremore, City of (Plt/Fld)		48.80
Connections (Ofc Exp)		222.60
Core & Main (Supp 11238.53; Rep 228.50; Mtr Test 50.00; Mtrs 26399.00; Tool 10.00)		37,926.03
Cross-Bo Const (Const WIP)		1,020.00
Delta Dental (Ins)		496.86
Elmcreek Enterprises (Ofc Exp)		825.48
Elmcreek Enterprises (Maint)		625.00
Foyil Economic Dev Auth (Sewer)		1,165.02
GGEDA (Const-WIP)		2,225.79
Harrison, Donna (Ins)		180.40
itResolutions (Misc)		1,206.12
Jodee Construction, LLC (Cons/WIP)		1,600.00
John Deere Financial (Plt/Fld)		165.74
John's Refuse (Plt/Fld)		45.00
Kellogg Eng. (Fees)		10,270.90
Kellogg Eng. (SH-20 ODOT Relocation Project)		785.00
Keesee Jack, Ford (Veh)		57,391.84
Kolker & Kolker CPA (Fees)		180.00
Leaf (Equip Fees)		901.25
Love Envelopes (Misc)		2,305.60
Lowe's (Plt/Fld)		109.35
Mike's Tires (Veh Exp)		155.00
NDS Fab (Const/WIP)		1,080.00

NE OK Elec Coop (Plt/Fld) (Auto-Draft)		193.10
NuRoof & Const (Misc)		75.00
Ofc Everything (Ofc Supp)		241.14
Owasso, City of (Sewer)		39,854.70
Postmaster General (Postage)		3,000.00
Principal Life (Ins)		834.78
PSO (Plt/Fld)		1,080.59
RWD #3 (Ofc Water)		21.85

RWD #3 Payroll Acct (FICA/Med/Fed Tax)		15,298.09	
RWD #3 Payroll Acct (Reimb)		42,417.85	70,093.54
RWD #3 Payroll Acct (SEP)		10,107.60	
RWD #3 Payroll Acct (St Tax)		2,270.00	
RWD #3 Petty Cash (Reimb)			947.13
Sequoyah Software (Fee)			150.44
SilverScript (Ins/BA)			23.90
Steidley Law Firm, P.C. (Fees)			1,487.50
UnitedHealthcare (Ins)			11,899.66
US Cellular (Plt/Fld)			542.15
VVEC (Ofc 309.13; Plt/Fld 10,699.86)			11,008.99
Wal-Mart (Supp)			188.50
Wex Bank (Travel)			<u>2,485.42</u>
			\$ 465,330.91

FIXED MONTHLY OBLIGATIONS

First Bank of Owasso # 58	\$	31,245.00
RDA Loan # 91		<u>4,340.00</u>
	\$	500,915.91

PETTY CASH ACCOUNT

B Alberty (Seq Software Conf)		123.72
S Newcomb (Reimb)		482.99
House of Trophies		32.50
S Newcomb (Reimb)		125.00
Cash (Reimb Tkts)		94.41
Sooner Traditions (Over Pymnt)		<u>88.51</u>
	\$	947.13

PARTIAL PAY

Dunham Engineering, Inc (Pay # 2 Woodcrest/Miller Towers)	\$	6,000.00
Luckinbill, Inc (Pay # 5 Woodcrest/Miller Towers)		50,518.15
Crossland Heavy Contractors, Inc. (Pay # 6 Tacora Sludge Phase II)		<u>200,098.50</u>
	\$	757,532.56

Mr. Haro seconded the motion. Mr. Harp, yes; Mr. Mallory, yes; Mr. Rhoten, yes; Mr. Sokolosky, yes; Dr. Thomas, yes; the motion carried.

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

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

Dr. Thomas made the motion to approve the New Taps and Transfers:

a. NEW TAPS:

- 2660 Coldwell Banker (L 3 B 9 Tacora Hills) 1-22-15
- 4679 Tona & Christopher Nepote (L 6 B 1 Highland Pointe I) 1-20-14
- 5222 Jarrod Huneryager (L 75 Clearbrook) 18-21-15
- 6387 Liwen & Hans Chen (L 87 B 1 Preston Lakes) 22-21-14
- 8506 Muddy Bottom Ranch, LLC (L 1 B 1 of Hickory Hollow at Trails End Ranch) 32-22-15
- 8507 Robert Semtner (L 7 B 2 Pine Meadows) 24-22-15
- 8508 Highfill Land, LLC (L 28 B 1 Windfield Ridge) 1-21-14

a. TRANSFERS:

- 3 Eric Pankey from Kevin Abbott
- 89 Liam & Briana Parker from Tracy & Kath Mitchem
- 235 Zachary & Marissa N Smith from Mark A & Shana L Janzen
- 574 Aaron Lanier from Jim Harris
- 1461 Charles & Bobbye McCay from Mickey Eck
- 1499 Octavio & Yesenia Perez from Fed Home Loan Mtg

3291 Michael Appleby & Shannon Clark-Leigh from James & Darlene Gilley
 3474 John Raymond & Rachel Carol Stolz Jr. from David & Nancy Zavodny
 3479 Nicky & Amanda McComb from Cindy Helvey
 3922 Joseph Charles Williams from Stuart & Kimberly Randolph
 3989 Greg Beck from J P Morgan Chase Bank
 4093 Kyle Sprague from Tom & Marge Collins
 4180 Lincoln Hill from Gregory Macdonald
 4501 Jeffrey Mullins from James W Campbell
 4822 Johnathan & Valerie Wood from Renee Fricke
 5154 Pamela Thompson from Michael & Pamela Thompson
 5266 John W & Karen R Keck from Keaton Stoltzfus
 5277 Destri W & Jordan M Millsap from Lisa Vahle
 6364 David & Tara Dunaway from Frances Bence
 6692 Kary J Smith from Dominic Sokolosky
 7201 Darren R & Mindy C Cowherd from Weston & Falon Smith
 7446 Katherine Allen Carr, Trustee of the Katherine Allen Carr Trust from Simmons
 Homes
 8056 Myriam Diaz & Jose Carlos Diaz-Avalos from Roscoe E Lundy
 8467 Andy & Holly Forbes from Titan Homes

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

Dr. Thomas made the motion to accept the Partial Pay Request #6 for Crossland Heavy in the amount of \$200,098.50.

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

Dr. Thomas made the motion to approve the final acceptance for the Homestead Water Line Improvements.

Mr. Harp seconded the motion. Mr. Harp, yes; Mr. Mallory, yes; Mr. Rhoten, yes; Mr. Sokolosky, abstain; Dr. Thomas, yes; the motion carried.

Mr. Harp made the motion to accept the Partial Pay Request #4 to Luckinbill, Inc. in the amount of \$50,518.85

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

Dr. Thomas made the motion to approve the transfer of funds from Valley Nat'l Bank to 1st Bank Owasso (Money Market).

Mr. Mallory seconded the motion. Mr. Harp, yes; Mr. Mallory, yes; Mr. Rhoten, yes; Mr. Sokolosky, abstain; Dr. Thomas, yes; the motion carried.

Mr. Sokolosky made the motion to approve the Leverage Letter for the CDBG Grant Lowry Rd – Phase II Project – a leverage amount of up to \$741,077.50 – funding from DCBG in the amount of \$249,50 through the ODOC.

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

Dr. Thomas made the motion to accept the Updated 5 Year Master Plan for the District.

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

INFORMATION REPORT

1. Monthly Operational Report
2. Report of District Engineer –

~ Completion of replacement of all large meters by the summer
~ Lowry Rd - permitted
~ Leak Detection Assistance from DEQ

New Business:

Old Business:

The meeting was adjourned

Larry Craigie, Secretary

Written and recorded by Bonnie Jones