

MINUTES OF THE MEETING AND AGENDA OF THE BOARD OF DIRECTORS, RURAL WATER DISTRICT #3, ROGERS COUNTY, OKLAHOMA. This meeting was conducted on Nov 12th, 2019, 7:30 pm. at the District Office, 13277 S. Ash St. Claremore, Okla. 74017

Present at this meeting were:

Mr. Brant Snap, Chairman  
 Dr. Bryan Spriggs, Vice-Chairman  
 Mr. Nick Sokolosky, Member  
 Mr. Milford Harp, Member  
 Mr. Larry Mallory, Member  
 Mr. Bob Morton, Member

Also present at this meeting were Rick Stull, District Manager, James Stanford, District Engineer Rep; Larry Steidley, Steve Newcomb and Bonnie Jones.

Mr. Mallory made the motion to accept for due cause the absence of Dr. Thomas, Mr. Kersey and Mr. Rhoten.

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

Mr. Morton made the motion to approve the minutes of the last meeting.

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

Mr. Morton made the motion to approve the Accounts Payable as follows:

Accurate Labs (Fees)	\$	5,140.00
Advance Electrical Services Inc.		665.60
AT & T Mobility (Plt/Fld Phone)		197.87
Atlas Broadband (Fees) (Auto-draft)		199.95
Blue Cross Medicare RX (PDP) DH		86.80
Blue Cross BlueShield of OK (Ins/BA)		190.40
Brenntag Southwest (Chem)		19,364.14
Centrifugal Specialties		7,729.25
City Utilites (76th \$150.21; CoT 157,497.96; Prev Bal \$5.62)		157,653.79
Claremore, City of (Plt/Fld)		26.51
Cole-Parmer (chemical pump supplies)		388.05
Connections (Ofc Exp)		291.96
Core & Main (Supp; Rep ; Mtr Test )		30,390.10
Delta Dental (Ins)		489.74
DEQ (fees)		398.78
Ditch Witch of Tulsa (repair)		522.35
Donnie Halfhill Construction (Rep O \$595.00/Rep T\$786.25)		1,381.25
Drive Tek (Tecora Repair)		1,685.00
Elmcreek Enterprises (Maint)		3,257.74
Elmcreek Enterprises (Ofc Exp)		1,085.16
Empire Fence (Expense)		16,560.00
Enterprise Sod & Rock Store (Expense Sod/Stone CynProj)		3,936.00
Foyil Economic Dev Auth (Sewer)		1,105.37
Froman (Propane office \$172.91/Plt \$697.98)		870.89
Fusion Cloud Services, LLC (Ofc Exp)		369.20
GGEDA (Constr/WIP)		756.58
Genesis of Oklahoma LLC		606.66
Haynes Equipment Company		700.81
Interstate All Battery Center (Maint)		233.80
Jack Kisse Ford, Inc (Veh Exp)		2,272.76
John Deere Financial (Plt/Fld \$244.69) & (uniform \$0)		244.69
Johnson Controls (maint)		490.00
John's Refuse (Plt/Fld)		100.00
Kellogg Eng. (ODOT) SH 20 relocation		2,871.05
Kellogg Eng. (Fees)		4,970.10
Kellogg Eng. (Dog Creek Bridge # 60 & 61)		2,842.98
Kolker & Kolker CPA (Fees)		200.00
Leaf (Equip Fees)		901.25
MailFinance (equip fees)		3,161.19
Manley Bros. of Indiana, Inc.		5,824.52
Medicare Premium (EK Ins)		406.50
Medicare Premium (RS Ins)		199.50
National Meter & Automation=Badger Meters (Plt/Fld)		26,686.66

NE OK Elec Coop (Plt/Fld) (Auto-Draft)	77.41
Neopost/Total Funds (fees)	959.14
Ofc Everything (Expense)	229.46
OKIE 811 (Annual Fees)	2,449.80
Owasso, City of (Sewer)	45,235.23
Pixley (leak rep OW) (-35.28 credit inv \$13.65= +\$21.63)	0.00
Postmaster General (Postage)	3,000.00
Premium Omaha Ins. Co (EK Sup EK)	470.44
Principal Life (Ins)	908.33
PSO (Plt/Fld)	1,002.15
RWD#3 P/roll (FICA/Med/Fed) (Payroll) (SEP) StTax)	
\$25,360.77 \$71,911.44 \$15,985.63 \$3,704	\$116,961.84
RWD #3 Petty Cash (Reimb)	159.46
RWD #3 (Water Office)	27.10
Sequoyah Software (Fee)	150.00
SilverScript (Ins/EK) #42	66.50
SilverScript (Ins/BA) #43	30.20
Steidley Law Firm, P.C. (fees)	5,600.00
UnitedHealthcare (Ins)	9,350.76
US Cellular (RS)	57.93
US Cellular (Plt/Fld)	392.11
Vishay Transducers LTD (Plt/Fld)	730.80
VVEC (Ofc \$312.62; Plt/Fld \$11,093.95)	11,406.57
Walmart (ofc supplies)	312.48
Wex Bank (Travel)	<u>2,765.69</u>
	<b>\$ 509,798.35</b>
<b>FIXED MONTHLY OBLIGATIONS</b>	
First Bank of Owasso # 77	\$ 31,245.00
RDA Loan # 110	<u>4,340.00</u>
	<b>\$ 545,383.35</b>
<b>PETTY CASH ACCOUNT</b>	
#2987 L Waters - Refund	123.13
#2988 Reimb p/c	36.33
	<b>\$ 159.46</b>
<b>PARTIAL PAY</b>	
Dana Sconyers (Damages/Temp. access easement)	3,500.00
Freeby Ranch (Easement)	7,500.00
Ira M. Green Construction (SH 20 relocation project)	42,301.54
Ira M. Green Construction (SH 20 relocation project)	141,618.20
	<b>\$ 740,303.09</b>

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

Mr. Morton made the motion to approve the Treasurer's Report.

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

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

**a. NEW TAPS:**

- 8545 Patricia & Madison C Kehoe (L 2 B 1 Foyil Meadows I) 32-23-17
- 8777 Bravo Construction, LLC (L 22 B 15 Homestead) 27-21-14
- 8778 Denham Homes (L 4 B 12 Homestead) 27-21-14
- 8779 Denham Homes (L 18 B 13 Homestead) 27-21-14
- 8780 Denham Homes (L 17 B 13 Homestead) 27-21-14
- 8781 Denham Homes (L 16 B 13 Homestead) 27-21-14
- 8782 Denham Homes (L 10 B 15 Homestead) 27-21-14
- 8783 Denham Homes (L 13 B 13 Homestead) 27-21-14
- 8784 Michael Calvin & Megan Clark (S/2 NE/4 SW/4 & E2 SE/4 NW/4 SW/4 of 4-21-15)
- 8785 Epic Custom Homes LLC (L 6 B 11 Homestead) 27-21-14
- 8786 Brewster & Co (The W 198.50' of the E 1778.50' of the S/2 N/2 NE/4 of 18-21-15)  
Tract 5 Chaparral Tracts
- 8787 Executive Homes (L 9 B 3 Deer Run II) 6-20-15
- 8788 Executive Homes (L 10 B 3 Deer Run II) 6-20-15
- 8789 Executive Homes (L 6 B 4 Deer Run II) 6-20-15
- 8790 Executive Homes (L 1 B 4 Deer Run II) 6-20-15
- 8791 Executive Homes (L 2 B 4 Deer Run II) 6-20-15
- 8792 Executive Homes (L 2 B 6 Deer Run II) 6-20-15
- 8793 Executive Homes (L 4 B 3 Boulder Pointe I) 31-21-15
- 8794 Labella Homes (L 1 B 4 Deer Run I) 1-20-14

8795 Shaw Homes (L 4 B 3 Deer Run I) 1-20-14  
8796 Shaw Homes (L 2 B 2 Homestead) 27-21-14  
8797 Ironwood Homes (L 2 B 5 The Bluffs III) 1-20-14  
8798 Homescape Construction LLC (L 10 B 1 Pecan Ridge) 1-21-15  
8799 Cynthia Leigh & Raymond Vincent Massey (L 31 Avian Country Est II) 21-22-15

**b. TRANSFERS:**

570 Sam Austin Farrill from Timothy C Burns  
680 Raymond J Debose from Johnny Brown  
789 Ya Cheng Yeng Lee from Robert Loffi  
1613 Crystal Marie Crow & Daniel Blaine Mortensen from Mildred Fishback  
2103 Matthew D Goodnight from Margaret L Jacobsen  
2486 9865 E Northglen LLC from Dusten Johnson  
3245 David R & Vicki L Thompson from KAJS Inc  
3737 Wayne M & Allie Ross from James & Anita Mitchell  
4002 Kenneth R & Beverly S Warren from Richard Fay  
4213 M W & Paulette E Pardue from D E & C L Wilson  
4260 Janice M Morton from Kenneth & Janice Morton  
4346 Thomas Edward Worcester from James Hastings & Barbara A Matthews  
4350 Renee Rieck & Jeffrey Riggs from Wade & Deborah Green  
4694 Trey Hightower from R & J Ventures, Inc  
4916 Jodie L & Steven J Bracken from Larry & Elizabeth Weber  
5286 Danny R & Dagne C Billings from Stephen A Young  
5297 David Barba from Marjorie Rusaw & Eric Edward Pierson Jr  
5558 Steve R Fletcher from Ryan Brooke  
5573 James & Tracey Lyall from Don & Renae Musick  
5748 Brian & Mi-Chelle Palmer from Mike & Rhonda Norris  
5889 PACC Oil Investment LLC from Cuttler Properties, LLC  
5931 Jennifer Kristen & Kenji M Hawkins from Eric & Shelley Triplett  
6981 Teresa & Troy DeLarzelere from Thomas Hurd  
7009 Michael Calvin & Megan Clark from Michael & Andrea O'Dell  
7409 James A Blauvelt & Wendy H Oglesbee from Intrinsic Prop Inc  
7472 Brandon Lee & Calli Dawn Payne from Darrel & Teresa Smith  
7500 Hans & Hannah Joy Agarwal from Franklin D & Stephanie A Drennam  
7524 Devon M & Annette F Smith from Darby & Tracie Webster  
7590 Gary M & Cynthia V Thompson from Lee & Michelle Veltum  
7646 Gregory M & Crystal L Hardway from Lewis & Dorna Cash  
7868 Joshua & Tracy Bellew from Peter Ciali  
7972 Matthew J & Karah N Whiddon from T Raymond & J Burwell  
8171 Trevor D Mott from HAH Leasing  
8180 Jordan M & Juan E Ocampo from Taylor & Cale Grauer  
8194 Doyle & Sarah Nicole Kindle from Patrick J & Sarah L Dolphin  
8238 Allen Schuler from Penny Martin  
8266 Rebel Real Estate Investments LLC from David & Paula Strickland  
8557 Amber Gunther from Bret Gunther  
8593 William R & Janet Owen from Shaw Homes  
8597 Shawn & Pamela Chittum from Hensley Custom Homes  
8610 Ritchie A & Kimberly M Larsh from Executive Homes  
8618 Rocky J & Casi Payton from Executive Homes  
8669 James Eric & Lacey Miller from First Choice Quality Builders  
8680 Loren Chamras & Brett McGill from Ruhl Construction  
8688 Sean W & Kristina D Daugherty from Chase Ryan Homes, LLC  
8707 Matthew Thomas & Tiffany Danielle Cox from Executive Homes  
8726 Robert & Elizabeth Nichols from Denham Hones LLC  
8727 Michael J & Krystal Amberg from Denham Homes LLC  
8751 Yurjy & Natalia Tregubenko from Kris & Ronnell Goodwin

**c. DISCONTINUATION OF MULTIPLE USER:**

1078 Danny Weber (L 19 Morgan Acres II) 23-21-14

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

Mr. Mallory made the motion to approve the invoice to Enterprise Sod & Rock Store in the amount of \$3,936.00 for sod work done at Stone Canyon Tower site.

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

Dr. Spriggs made the motion to approve the invoice to Empire Fence in the amount of \$16, 560.00 for fence work done at the Stone Canyon Tower site.

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

Mr. Harp made the motion to approve Pay Request #1 in the amount of \$183,919.74 to Ira M Green Construction (ODOT) Note: District's portion to be paid separately (\$42,301.54) and ODOT portion to be paid once the District receives payment from ODOT.

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

#### **INFORMATION REPORT**

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

New Business: Discuss next meeting about employee handbook changes – New laws and how they could affect the District and the employees.

Old Business: Discussion – additional information concerning Credit Card approved October 2019 Board Meeting – When the employees that have been approved to order or purchase from this card are no longer in the employee of the District, the card will be cancelled and the new card applied for with new signor/signors appointed by the District Manager.

Mr. Mallory made the motion at 7:14 p.m. to declare an executive session.

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

Board Members in attendance were Mr. Snap, Dr. Spriggs, Mr. Sokolosky, Mr. Harp, Mr. Mallory and Mr. Morton.

The Board asked that the District Manager leave, the Board further discussed Manager's pay raise and recommendations.

Dr. Spriggs made the motion to adjourn the executive session.

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

The Board came out of Executive Session and returned to regular session at 7:52 p.m.

The regular meeting was reconvened.

Dr. Spriggs made the motion to accept and approve the Manager's recommendation for evaluation, holidays, wage increase and promotions. All pursuant to 25 O.S. section 307 (B) (1)

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

The meeting was adjourned

Dominic Sokolosky, Secretary

Written and recorded by Bonnie Jones