

# 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  
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

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 February 12, 2024 at 8:00 o'clock A.M., at 17227 N. 129<sup>th</sup> E. Avenue, Collinsville, Oklahoma 74021.

#### AGENDA

Following is a list of business to be conducted by the Chairman of the Board of Directors at the above meeting:

#### I. CALL TO ORDER

1. Pledge of Allegiance.
2. Roll Call.
3. Correction, deletion, or addition to the minutes of:
  - a. The Regular meeting of January 8, 2024.
4. Report of Secretary/Treasurer.
5. Report of District Manager.
  - a. Field Manager.
  - b. Office Manager.
6. Report of Attorney.
7. Report of Engineer.
8. Approval of accounts payable.
9. Approval of new tap applications and transfers.
10. Approval and/or acceptance of new developments or line extensions.
  - a. Discussion and decision regarding 7520, a commercial development, an 8-inch waterline for proposed 2 future lots, located east of Yale on the south side of Hwy 20.
  - b. Discussion and decision regarding Cooper Ranch Phase I, 10 Commercial lots, located on the southside of Hwy 20 approximately ½ mile west of Sheridan.
  - c. Discussion and decision regarding Cooper Ranch Phase II, 2 commercial lots, located on the southside of Hwy 20 approximately west of Sheridan.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, age, disability, religion, sex, and familial status. (Not all prohibited bases apply to all programs).

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11. Developments/line extensions waiting final approval.
  - a. Discussion and decision regarding Trinity Presbyterian Church, 1 Lot, 1 Block, 14.91 ac., located on the North West corner of 76<sup>th</sup> St. North and Memorial.

## 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 invoice from Bartlett & West for engineering design.
  - b. Discussion and decision regarding the easement acquisition and counter offers from landowners.
2. Discussion and decision regarding the proposed 24-inch water line project and easements.
  - a. Discussion and decision regarding easement acquisition and counter offers from landowners.
3. Discussion and decision and update on the Contract #1 – 24-inch Water Line Extension Project; North WTP to 166<sup>th</sup> Street North.
4. Discussion, decision, and update regarding the Tulsa County Road Widening project on 86<sup>th</sup> St. N.
  - a. Discussion, decision, and update regarding the Water Line Relocation Project along 86<sup>th</sup> Street North from US Hwy 75 to Memorial.
  - b. Discussion and decision regarding the approval of invoice from Bartlett & West for engineering design.
5. Discussion and decision and update from a committee to consider changes, corrections and updates to the By Laws, Rules and Regulations and other documents.
6. Discussion, decision, and update regarding the proposed Utility Relocation Project with the City of Owasso for the relocation of District water lines associated with Roadway and Bridge Improvements along E. 96<sup>th</sup> St. N. in the area West of Highway 169. This project will not include any betterments by the District and all relocation costs will be by the City of Owasso.

7. Discussion and decision and update to bid the painting of the Pavey Tower.
8. Discussion and decision regarding a voting delegate for ORWA Annual Meeting.
9. Discussion and decision regarding a request by Gary Williams for a residential water service by Easement Agreement located east of Hwy 169 and north 156<sup>th</sup> St N approximately ¾ of a mile.
10. Discussion and decision to fill the vacant Board Member position Post# 3.
11. Discussion, consideration and possible vote to propose to the District's members the following amendments to the Bylaws:
  - a. Change Article 4, Section 1, replacing "rural residents" with "eligible residents".
  - b. Change Article 4, Section 2, replacing "he has" with "he/she/they have".
  - c. Change Article 5, Section 1, replacing "he" with "he/she/they".
  - d. Change Article 6, Section 1, replacing the clause "Any landowner who feels himself" with the clause "Any landowners who feel themselves".
  - e. Change Article 6, Section 2, replacing the clause "he intends" to "he/she/they intend" and replacing "Chairman" with "Chairperson".
  - f. Add to the end of Article 6, Section 5 a semicolon and the following clause: "; provided, the Board of Directors may approve multiple use of a benefit unit for commercial purposes or to meet familial needs, and the Board may adopt rules and regulations consistent with this section."
  - g. Article 6, Section 6, replace "his last" with "his/her/their last".
  - h. Article 7, Section 2, replace the term "Chairman" with "Chairperson" in two places, and replace "his successor" with "his/her/their successor".
  - i. Article 7, Section 3, replace "him as Director" with "him/her as Director".
  - j. Article 7, Section 5, replace "him at least ten (10) days" with "him/her at least ten (10) days".
  - k. Article 7, Section 6, replace the term "Chairman" with "Chairperson" in two places.
  - l. Article 8, Section 1 (d), add the clause "or her" after the term "him", delete the term "farm" and delete the clause "and non farm members".
  - m. Article 8, Section (f), delete "bank" and replace with "financial institutions", deleting "the" before funds in two places and changing "Chairman" to "Chairperson".
  - n. Article 9, Section 1, second sentence, replace "He" with "He/she/they" and replace in 4 places "his" with "his/her/their".
  - o. Article 10, Section 1, replace "Chairman" with "Chairperson" in 3 places, and replace "he" with "he/she/they".
  - p. Article 10, Section 2, in 3 places replace "Chairman" with "Chairperson".
  - q. Article 10, Section 3, replace "He" with "He/she/they", replace "his" with "his/her/their" and replace "Chairman" with "Chairperson".
  - r. Article 10, Section 4, replace "Chairman" with "Chairperson" in 2 places, replace "he" with "he/she/they" in 2 places, and replace "his" with "his/her/their" in 2 places.

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- s. Article 12, Section 1, change the annual meeting date from 7:30 P.M. to 6:00 P.M., and add to the end of the provision “or as so designated by the Board and notified to the membership”.
- t. Article 12, Section 2, replace “Chairman” with “Chairperson” in 2 places.
- u. Article 13, Section 1, delete the term “annually” in the first sentence, and replace “Chairman” with “Chairperson”.
- v. Article 19, Section 4, change “his” to “his/her/their”.
- w. Article 20, Section 1, change “his” to “his/her/their”.
- x. Article 21, Section 1, delete “the” before “Reserve Accounts” and replace with “one or more”, delete the clause “amount equal to 1/60th of the annual payment on the loan, until there is accumulated in that fund an amount equal to one annual loan payment, after which no further deposits need be made except to replace withdrawals” and replace with “necessary to cover any District loan requirement”.
- y. Remove the affidavit from the original incorporating Bylaws.
- z. Add a new section 2 to Article 7, renumber all those in said section 2 which follow, the new section to state: “Section 2. To qualify for election to the Board of Directors, participating members shall be required to file notice of intent to run for office between January 2 and January 31 of each year prior to the annual meeting. The filing shall be at the main office of the District during regular office hours each working day the office is open within said period. The notice of intent to run for office shall be in such form as the Board may determine. The Board may proscribe other rules pertaining to dissemination of candidate information, which shall be administered equally for all qualified candidates. Upon the filing of the notice of intent to run for office the candidate shall then become qualified to be elected to any vacancy that may be open to be filled at the annual meeting.”
- aa. Adjust/amend the language above suggested if determined advisable by the members after discussion. Renumber or re-letter provisions as required.

11. Discussion, consideration and vote to approve changes to the Rules and Regulations as follows:

- a. Replace all masculine text to include the feminine, and where appropriate a plural non gender based text.
- b. Remove unnecessary attachment references and numbers.
- c. Provision 2.10, replace “septic” with “sewer”.
- d. Renumber all provisions to correct errors and coincide with approved revisions.
- e. Replace provision 2.17, with the following: “Section 2.17 Compensation for expenses: Board Members shall be reimbursed expenses pursuant to the policy adopted and applicable to employees, as set forth in the District’s Employee Handbook and Policy Manual.”
- f. In provision 3.1, delete the following sentence: “The portion of funds over and above the actual cost of installation will be recorded in a separate capital improvement account, which is to be allocated for distribution system improvement funding programs.

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- g. Replace provision 3.7 with the following: Mobile Home Parks, Tiny Homes, Apartments, and Recreational Vehicles and like uses: Rates charged for mobile home parks, tiny homes, apartments, recreational vehicles and like uses as determined by the Board shall include a monthly base rate per space, plus the applicable rate for water usage. This provision shall be applicable upon its approval by the Board.
- h. Delete provision 3.8 dealing with RV parks, to be incorporated into 3.7 above.
- i. Renumber provisions consistent with these changes.
- j. Provision 5.1: In the opening sentence, replace “his” with “his/her/theirs” and in subparagraph B, replace “septic” with “sewer”.
- k. In provision 6.5, replace “his” with “his/her/their”.
- l. In provision 6.6 dealing with misappropriation, replace “of One Thousand Dollars (\$1,000.00)” with “equal to the cost of a new membership”.
- m. Provide the date of adoption, and replace “Chairman” with “Chairperson” as needed.
- n. Revise the language above-described as per agreement of the Board after discussion.
- o. Authorize the District Manager, with consultation of the engineer and lawyer, to revise the forms to be consistent with the District’s Bylaws, and Rules and Regulations. Suggested revisions will be provided and discussed at the meeting.

III. NEW BUSINESS

IV. ADJOURNMENT

Name of the person posting this Notice: Dona Lewis

\_\_\_\_\_ Office Manager  
 (Signature) (Title)

Posted this 7th of February 2024 at 4 o’clock P. M. at 17227 N. 129<sup>th</sup> E. Ave, on the front door and drive in window and on the district’s internet website.

NOTE: All meetings are taped for transcribing and accuracy purposes.