CREEK COUNTY RURAL WATER DISTRICT #2

BOARD OF DIRECTORS MEETING

March 14, 2017

The meeting was called to order at 5:30 p.m. by Harvey Morris, President. The roll was called and a quorum was recognized.

**BOARD MEMBERS PRESENT:** **BOARD MEMBERS ABSENT:**

Harvey Morris, President Bergen Young, Member

Bill Martin, Vice-President

Pat Scott, Secretary

Charles Volturo, Treasurer

Larry Bayouth, Member

Roy Kirby, Member

**EMPLOYEES & GUESTS PRESENT:**

District staff: Dorothy Greek, Manager: Cindy Hubbell, Admin. Asst.: Marty Lademann, Field Supervisor: John Leibherr, Asst Field Sup.: Joy Kotey, Engineer with Poe and Associates, and Henry Penix and J Pat Murphy, for Oak Leaf Estates, and Tim Fox, customer.

**2.VISITORS' BUSINESS:**

1. Mr. Penix, developer of Oak LeafEstatesdiscussed information he obtained, regarding the installation of a

waterline, along 33rd W Ave. On January 10, 2017, there had been a motion and vote to pay the difference in cost of materials (pipe and fittings) to upgrade the line from a 6” to 10" from 81st St. to the southernmost edge of Oak Leaf Estates; the cost was approximately $38,000.00. The bids Mr. Penix received were higher than anticipated. He presented a spread sheet, with bids from five different contractors for the project of enlarging the water line on 33rd West Ave. between 71st St. and 81st St. Mr. Penix received a low bid from Ira Green Construction Co., in the amount of $146,073.00 for a six inch line and $213,727.00 for a ten inch line The difference in the two bids is $67,654.00, for a distance of 2856 feet from 81st St, which is Mr. Penix's furthest north property line. The entrance to the subdivision is approximately 300 feet less (2556’), which is a difference of approximately $45,205.00 for a 10” versus 6” line. In Ryan Smith’s estimate of cost he used the distance of 1695 feet which would only run the water line to the southern edge of the property. The Board agrees the line needs to be run all the way to the north edge of the property in order to continue the line to 71st Street. Mr. Penix should only have to pay for a 6 inch line, for a total of 2556 feet, to the north side of the entrance to his addition, approximately 300 feet less than 2856 feet.

1. **Motion:** by Larry Bayouth, second by Pat Scott to change the contribution amount for Mr. Penix's water line project, from $38,000.00 to $45,205.00, to increase the size of a 2556 foot waterline from 6 inches to 10 inches from a point beginning at 81st Street northward, to the north side of the entrance to Oak Leaf Estates.

**For**: Martin-yes, Volturo-yes, Kirby-yes, Scott-yes, and Bayouth-yes. **Against**: None.  **Motion carried**.

**3. PROJECT ENGINEER’S REPORT:**

1. Joy Kotey discussed progress on the Creek 2 improvements

Contract #3 & Contract #4 are in the final stages, hydro-mulch, clean-up, dress-up, and then we will do the final drive through; we will then be finished, with Jerry’s Excavation and Kalka Construction. All of the lines are complete and in service for Contract #3 & Contract #4. Contract #1: Water Tower is in the painting process. We are waiting on an electrical submittal from the sub-contractor Brothers Electric. Contract #2: Work on the 81st St and 33rd W. Ave. connection involves other utilities that we share easements with, including the City of Tulsa, PSO, AT&T, a fiber optic line and the existing Creek 2 waterline. We may need a change order to address the issue.

**B. Discussion/vote;** on Pay Request #8 in the amount of $38,000.00 for Maguire Iron, Inc., as recommended by Joy Kotey, Engineer.

 **Motion:** by Bill Martin, second by Pat Scott, to approve Pay Request #8 in the amount of $38,000.00 for

 Maguire Iron, Inc. as recommended by Joy Kotey, Engineer.

 **For**: Martin-yes, Volturo-yes, Kirby-yes, Scott-yes, and Bayouth-yes. **Against**: None. **Motion carried**.

 **Discussion/vote;** on Pay Request #8 for Cherokee Pride in the amount of $134,075.53 as recommended by Joy Kotey, Engineer.

**Motion:** by Charles Volturo, second by Pat Scott, to approve a Pay Request #8 for Cherokee Pride in the amount of $134,075.53 as recommended by Joy Kotey, Engineer.

**For**: Martin-yes, Volturo-yes, Kirby-yes, Scott-yes and Bayouth-yes. **Against**: None

**Motion carried**.

 **C. Discussion/vote;** on Pay Request #10 for Kalka Construction Co. in the amount of $67,117.11, as recommended by Joy Kotey, Engineer.

**Motion:** by Pat Scott, second by Charles Volturo, to approve a Pay Request #10 for Kalka Construction Co. in the amount of $67,117.11 as recommended by Joy Kotey, Engineer.

**For**: Martin-yes, Volturo-yes, Kirby-yes, Scott-yes and Bayouth-yes. **Against**: None

**Motion carried**.

**D. Discussion/vote;** on Pay Request #8 in the amount of $115,494.35 for Jerry’s Excavation, Inc., as recommended by Joy Kotey, Engineer.

**Motion:** by Larry Bayouth, second by Roy Kirby, to approve Pay Request #8 in the amount of $115,494.35 for Jerry’s Excavation, Inc., as recommended by Joy Kotey, Engineer.

**For**: Martin-yes, Volturo-yes, Kirby-yes, Scott-yes and Bayouth-yes. **Against**: None.

**Motion carried.**

**E**. **Discussion/vote;** on Pay Request #9 (January) in the amount of $37,260.65 for Poe and Assoc. Inc. as recommended by Joy Kotey Engineer.

**Motion:** by Pat Scott, second by Larry Bayouth, to approve Pay Request #9 in the amount of $37,260.65 for Poe and Assoc. Inc. as recommended by Joy Kotey Engineer.

 **For**: Martin-yes, Volturo-yes, Kirby-yes, Scott-yes and Bayouth-yes **Against**: None. **Motion carried.**

**4. WATER AND FIELD REPORT:**

1. Report and discussion from Field Supervisor, Marty Lademann.
2. Discussion on additional work that was necessary at 131st and Lewis that was performed by Falcon Field Services. The scope of the job changed as was necessary when the line that was expected to be located at 6’to 8’ deep could not be found the first day. On the second day a larger track hoe was brought in and the line was eventually located 13’ to 14’ deep, directly under the fence. The ground was very unstable. A shore box was brought in and used. Concrete blocking on the valve also overlapped a high pressure gas line and a jackhammer was used very carefully so as not to damage the valve and gas line, the work was slow and meticulous. OSHA showed up and found everything to be in compliance with safety regulations. The job was supposed to take 4 days but took a week longer with a crew of four men working every day. The original estimate was 80’ of line, but the line was extended an additional 60 feet of 12” PVC for a total of 140’of line. The ground caved in and the fence had to be rebuilt in 2 places. The original bid approved for the job was for $20,000.00 but the project was harder than anyone realized it would be. Falcon Field Services did a good job, got along well with the property owner, dressed up the sight well after the work was completed.
3. **Vote;** to approve additional $14,205.36 that was charged by contractor Falcon Field for the extra work done.

**Motion:** by Bill Martin, second by Pat Scott to approve the additional $14,205.36 that was charged by contractor Falcon Field for the extra work done. To be paid for out of Capital Improvement fund.

 **For**: Martin-yes, Volturo-yes, Kirby-yes, Scott-yes and Bayouth-yes **Against**: None. **Motion carried.**

1. Report from Marty Lademann on pressure at 131st Street and S. Lewis. Marty took 3 pressure tests and they were 115, 117, & 118. He also took a flow test on the fire hydrant at 141st and Lewis, which he thinks will be representative of the fire flow in Presley Heights, with the gravity fed off of the water tower, it was 1010-1025 per minute. Next he closed it in and created a 2.5 mile Bixby area scenario, it dropped down to 710-725 gpm and 75,77,& 78psi. He turned on the new master meter ( it has a pressure reducing valve), and it acts like a check valve; the flow test on the fire hydrant was 1210 to 1250 gpm. As long as the pressure in the Tulsa South area never goes below 75psi the new master meter will not kick on. He will monitor the pressure weekly from Memorial Day to Labor Day, to see how much water goes through the meter during peak usage, at least until August or September, to ascertain whether or not we need a pump station there. The board voiced concern that going forward the six inch water line we have in the area, will not be sufficient to serve future developments in the next 10 to 15 years, and we may eventually need to increase the size of the line and also add a pump station. The board agreed to leave the meter open, to monitor peak demand through the summer.
2. **Discussion/Vote** on new truck for field use. Ford is the only brand that builds a ½ ton 4 X4 model with an 8 foot bed; we receive a state bid discount. The truck we are replacing currently has 228,000 miles on it.

 **Motion:** by Larry Bayouth, second by Bill Martin, to purchase the new Ford f-150 Truck for $30,505.00 from Bob Hurley Ford.

**For**: Martin-yes, Volturo-yes, Kirby-yes, Scott-yes and Bayouth-yes **Against**: None. **Motion carried.**

**5. CONSENT AGENDA BUSINESS:**

 5a**.** Regular Meeting Minutes of 02/14/2017 and Organizational Minutes of February 14, 2017

 5b. Treasurer’s Report (pages 2 thru 5)

 5c. Accounts Payable Report (pages 6)

 5d. Transfer of Benefit Units & New Taps (page 7)

**Discussion/Vote:** The board members reviewed and asked questions regarding the Consent Agenda Business.

**Motion:** by Charles Volturo, seconded by Pat Scott to accept the Consent Agenda Business.

**For**: Martin-yes, Volturo-yes, Kirby-yes, Scott-yes and Bayouth-yes. **Against**: None.

**Motion carried.**

**6. PREVIOUSLY KNOWN BUSINESS OR OLD BUSINESS:**

Larry Bayouth commented that he believes we should transfer money out of the Revenue Account. Dorothy and Charles agreed that we should move $200,000.00 to Tower Maintenance for the future and $100,000.00 into Capital Investments.

**7.** **UNKNOWN BUSINESS OR NEW BUSINESS:**

**A. Discussion/Vote** on proposed engagement letter from Eric Bledsoe for audit services for the fiscal year 2016-2017. The gross fee will not exceed $3,300.00.

**Motion:** by Larry Bayouth, second by Pat Scott to accept the bid from Eric Bledsoe for audit services for the fiscal year 2016-2017 not to exceed $3,300.00.

**For**: Martin-yes, Volturo-yes, Kirby-yes, Scott-yes and Bayouth-yes. **Against**: None. **Motion carried.**

**8. BOARD MEMBERS’ COMMENTS AND DISCUSSION:**

Charles Volturo made the suggestion that we should look at every vender and contractor, that either provides services or material, to see if we have service contracts or purchase contracts on file describing scope of work, fees or material charges, and we should consider getting bids from different vendors. Review every 5 years or so to make sure we are getting the best deal. Review and see if we have a contract with engineering and legal providers.

**9. MANAGER’S REPORT:**

Dorothy reported that she had contacted the bidders on the tornado shelter for the office; she is waiting on them to come out and update their bids. Charles suggested that we call the lowest bidder and have them update their bid.

Dorothy said that we have two new sources who may be able to help us in talking to the right party regarding the old Tulsa North Tower.

The office received notice from the Oklahoma Water Resources Board that our monthly loan payment to them will have an interest rate increase. This is effective in March for the next six months. Our payment will increase from $4,572.72 to $4,819.65. The interest rate increased from 1.675% to 1.875%.

Both Board members and staff have been registered for the ORWA Technical Conference in April. This will be held from April 18th to April 20th at the Renaissance Hotel in Tulsa.

**10. ADJOURNMENT:**

**Motion:** There being no further business, a motion was made by Larry Bayouth and seconded by Pat Scott to adjourn the meeting at 8:15 pm.

**For**: Martin-yes, Volturo-yes, Kirby-yes, Scott-yes and Bayouth-yes. **Against**: None

**Motion carried.**

Minutes recorded by tape and Cindy Hubbell; reviewed by Dorothy Greek.