



STILLWATER RURAL WATER ADVISORY BOARD MEETING SUMMARY
January 21, 2021 Regular Meeting

The Stillwater Rural Water Advisory Board met for a regular meeting on Thursday, January 21, 2021 at 12:00 pm in Room 119 of the Stillwater Public Library at 1107 S. Duck Street, Stillwater, OK. The meeting was called to order by Chairman Robert Sitton Jr.

Members present: Robert Sitton Jr., Kent Bradley, Cory Clark and Ken McKinley.

Members absent: Bryce Campbell

Others present: William Millis, Civil Engineering Deputy Director, Dennis McGrath, Assistant City Attorney, Danny Wick, Visitor and Cindy Gibson, Manager of Administrative Services as recording secretary.

Others absent: Lowell Barto, counsel for Rural Water Corp. #3.

1. CALL MEETING TO ORDER

Robert Sitton, Jr. began the meeting at 12:05 pm.

2. APPROVAL OF MINUTES

Minutes were not present in packet so they will be reviewed at the April 2021 meeting.

3. GENERAL ORDERS

- A. Staff Report to Board on Miscellaneous Items (no action to be taken by the Board on this item)

Millis discusses that in the area served by 44th tower and under the current 2040 project, pressure reducing valves are being installed; some for individual homes others for neighborhoods; when complete and confirmed they are operating properly we'll be able to increase the water level in the tower. Millis continues discussing the impact of correcting pressure in this area.

- B. Review and Discuss Rural Water Advisory Board Semi-Annual Report

Sitton discusses the report that he handed out; knows no one has had an opportunity to review; there are a lot of numbers that aren't provided any longer as referenced on the report; contacted Brandon Neal to review numbers that were there but then at the next meeting was advised that we weren't providing the numbers so can't complete a lot of the charts. Millis stated that he would review these to see if these are items that staff doesn't track any longer separately from RWC3.

Discussion is held regarding what, if any, numbers and data can be acquired by staff.

Bradley inquires about when the moratorium at Twin Towers area would be lifted.

Discussion is held about what pumps are coming on line. Millis states Western Road pump is under testing at this time. Further discussion is held regarding the southwest pressure zone; the additional rural subdivisions that are coming on-line; anticipate improvements being done soon and the moratorium being lifted after that so more customers can be served.



Sitton states that the board will continue to recommend to the SUA that the moratorium be lifted.

Bradley moved to approve the report to the SUA to completed 2019, Cory seconded.

	Sitton	Campbell	Bradley	Vacant	Clark
Roll Call:	Yes	Absent	Yes	N/A	Yes

C. Exhibit C of the Agreement Between the City of Stillwater and Rural Water Corp #3 Phase I Projects and Phase II Projects - Update

Exhibit C was supposed to be included but it wasn't. Millis states that staff was working on the update between January and April of 2020 but that didn't happen due to COVID.

Millis presents a brief update on Exhibit C items:

- There were 30 plus projects on there
- Projects keep being added
- Some projects are being addressed by Water 2040
- Water 2040 has eliminated White Tower, Nottingham Tower, Nottingham Pump Station has been converted to a pressure reducing valve, Boersma pump station is gone, and Kenslow pump station is gone.

D. Yost Road Booster Pump Station Improvement Project - Update

Millis states that they had hoped to start this project but due to staffing vacancies in the fall, it has been tabled

Bradley asked for information on what type or size of tower will be needed on the north. Millis comments that it will depend on the size and could be 9 to 12 months of design then maybe one (1) year from now to bid.

Discussion is held about installing pressure reducing valves between the tower and some distribution lines to keep from blowing lines.

Discussion is held about the current pressure level that is required and being maintained.

E. Water 2040 - Update

Millis refers to the Water 2040 map showing two (2) water towers that are complete, two pump stations are complete and indicates the miles of lines and then refers to two (2) areas where the waterlines are not ready to be constructed yet; will move construction of these two (2) lines to the Capital Improvement Program list for the 10 year plan; these are Phase 3 of the 2040 plan.

Sitton asked if when Phase 2 is completed, will the Council look seriously at lifting the moratorium; Millis responds yes.

Millis discusses the RFQs for the KAW water line and the Water Treatment Plant projects.

F. Recommendations by Rural Water Advisory Board to SUA

Sitton comments that for the 2020 year, doesn't know what to put on the report other than what is already there about lifting the moratorium.

Bradley asks if there is pressure in the northwest area of the service area, are there any water issues as there are some denials in District 1 because of the pressure being below 25 psi.



Millis comments that there is, however, a partial resolution has been made for current connections as well as some future connections by improving a stretch of line of about 300 feet long. Millis comments that if someone can be served without impacting other on the line then meters are approved, however, if there is a negative impact we can't approve the meters until a resolution is determined.

Discussion is held regarding the system design that allows towers to keep water and pressure; which pump stations are off line now; pump stations still online; and the maintenance of pressure that some will notice and some won't.

G. Rural Water Advisory Board 2021 Calendar of Meetings

Sitton asked for a motion to accept the 2021 schedule.

Bradley moved to approve the 2021 schedule; Sitton seconded.

	Sitton	Campbell	Bradley	Vacant	Clark
Roll Call:	Yes	Absent	Yes	N/A	Yes

4. REPORTS FROM OFFICERS AND BOARDS

The next regular meeting will be held on April 15, 2021.

Cory states that he has no report.

Mr. Wick comments about needing a water meter on McMurtry. Millis comments about potential improvements by a developer to get water meters in the area that Mr. Wick is referring to.

Sitton comments about it being anew year and changing officers and request to make that an item be placed on the next agenda.

5. ADJOURN

Bradley moved to adjourn, Sitton seconded.

	Sitton	Campbell	Bradley	Vacant	Clark
Roll Call:	Yes	Absent	Yes	N/A	Yes

The meeting adjourned at 12:55 pm.

Prepared by Cindy Gibson, recording secretary.