



**STILLWATER RURAL WATER ADVISORY BOARD MINUTES
April 21, 2016 Regular Meeting**

The Stillwater Rural Water Advisory Board met for a regular meeting on Thursday, April 21, 2016 at 12:00 pm in Conference Room 1112-B of the Stillwater Municipal Building at 723 S. Lewis, Stillwater, OK. The meeting was called to order by Chairman Robert Sitton Jr.

Members present: Robert Sitton Jr., Charles Rice, Jim George, Norman Durham, Ken McKinley and Adam VanDeventer.

Members absent: none.

Others present: William Millis, Water Resources Director, Ian Groshong, Team Leader for Water Distribution and Wastewater Collection and Susan Hall, Water Resources Administrative Assistant as recording secretary.

Others absent: Dennis McGrath, Assistant City Attorney, Lowell Barto, counsel for Rural Water Corp #3.

1. CALL MEETING TO ORDER

- A. Robert Sitton Jr. began the meeting at 12:00 pm.

2. APPROVAL OF MINUTES

Motion by Rice, second by George to approve minutes of the January 21, 2016 Regular Meeting.

Voting aye: George, Rice, Durham, and Sitton. Abstaining vote: Van Deventer and McKinley. Voting no: none. Motion carried.

3. GENERAL ORDERS

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

Millis introduced Ian Groshong, Deputy Team Leader for Field Services, Water Distribution and Wastewater Collection.

Millis explained the hydrant flushing schedule, included in the packet each board member received today. Millis explained the schedule is on our website, stillwater.org and is also included in an email distribution list sent to some staff and those interested in receiving the

information. The email distribution list also includes planned and unplanned water outage notifications.

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

Sitton stated the draft July-December 2015 Rural Water Board Semi-Annual Report was shared with board members to review and approve to be presented to the city council at an upcoming meeting. A short discussion followed.

Motion by Durham, second by Rice to approve July-December 2015 Rural Water Advisory Board Semi-Annual Report.

Voting aye: Durham, Sitton, George, Rice, Van Deventer and Mckinley. Abstaining vote: none. Voting no: none. Motion carried.

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

Millis gave a brief update of the work on the 37th Avenue and Country Club Road project. The project advertised recently and bids open May 9, 2016. Millis stated construction should start sometime in June 2016.

D. Country Club Road Improvement Project - Update

Millis stated the waterline has been constructed, and the final inspection will be soon.

E. Yost Road Booster Pump Station Improvement Project - Update

Millis stated there is no progress since the last meeting. Staff will soon solicit proposals for engineers to design the Yost Road Booster Pump Station Improvement project. A short discussion followed.

F. Water 2040 – Update

Millis gave a brief update on the 6 projects of package A of the Water 2040 project. The loan package will go to the state for approval in about one month.

G. Recommendations by Rural Water Advisory Board to SUA

None.

H. Safe Water Drinking Act Violations

Millis stated there were two documents included in the packet each board member received today. These documents are related to the Safe Water Drinking Act Violation, the city received recently. Millis stated one of the documents was a press release the city released about the violation. The press release was printed in the local newspaper and posted on the city website as well. The other document is a reproduction of a newspaper article about the violation.

Millis stated the amount of lead allowable (no greater than 0.25%) in water pipes, meters and fittings changed in 2014. The new rule applies only to new installations. It was discovered that some city staff had been installing older parts that were not compliant with the new rule, even though they had been instructed not to. Millis stated this resulted in personnel actions and the violation was reported to the Oklahoma Department of Environmental Quality. A short discussion followed.

I. Revised Total Coliform Rule

Millis stated there is a revised total coliform rule, also known as a Bac-T, from the Oklahoma Department of Environmental Quality. Millis stated the revised rule is more administrative. The City modified, and ODEQ approved its plan of sampling locations and frequencies.

4. REPORTS FROM OFFICERS AND BOARDS

Sitton stated Jerry Horn had recently submitted his letter of resignation to the Rural Water Advisory Board. Sitton asked the board to be thinking of someone that may be interested in taking his place.

Millis announced the new City Manager is Norman McNickle. City management made a few changes in the organization. Water Utilities is now known as Water Resources and the Environmental Programs division is now under the Water Resources Department.

5. ADJOURN

Motion by McKinley, second by Durham to adjourn.

Voting aye: Durham, Sitton, George, Rice, VanDeventer and McKinley. Abstaining vote: none. Voting no: none. Motion carried.

The meeting adjourned at 12:59 pm.

Prepared by Susan Hall, recording secretary.