



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

The Stillwater Rural Water Advisory Board met for a regular meeting on Thursday, July 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, Norman Durham, and Adam VanDeventer.

Members absent: Jim George and Ken McKinley.

Others present: William Millis, Water Resources Director, Dennis McGrath, Assistant City Attorney, Lowell Barto, counsel for Rural Water Corp #3 and Susan Hall, Water Resources Administrative Assistant as recording secretary.

Others absent: none.

**1. CALL MEETING TO ORDER**

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

**2. APPROVAL OF MINUTES**

Motion by Durham, second by VanDeventer to approve minutes of the April 21, 2016 Regular Meeting.

Voting aye: Rice, VanDeventer, Durham, and Sitton. Abstaining vote: none. 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 stated staff is in the process of adding a tank mixer at Tan-Tar-A water tower. The mixer should help with the water quality in the heat of the summer and it is possible tank mixers will be added to other water towers in the future if staff is satisfied with the results. Staff will submit a permit to Oklahoma Department of Environmental Quality soon and prepare a package to get quotes from vendors for this project.

Millis stated Doug Carothers has been hired as the new water treatment plant superintendent. Doug was hired in May and replaces long-time superintendent Scott Taylor who recently retired.

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

Sitton stated the July-December 2015 Rural Water Board Semi-Annual Report was presented to the city council on May 2nd.

**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 37<sup>th</sup> Avenue and Country Club Road project. Bids opened May 9, 2016. The successful contractor asked for a delay to the start of the project. The delay did not cause any harm and the delay notice to proceed will be August 1, 2016.

**D. Country Club Road Improvement Project - Update**

Millis stated the water line has been constructed. Some flush hydrants may need to be raised to grade and some valve boxes may need to be lowered to grade as well as some minor clean up. The final inspection will be scheduled after roadwork is nearly complete.

**E. Yost Road Booster Pump Station Improvement Project - Update**

Millis stated staff will soon be defining the scope and negotiating a fee for Garver Engineering to design the Yost Road Booster Pump Station Improvement project.

**F. Water 2040 – Update**

Millis gave a brief update on the 6 projects of package A of the Water 2040 project.

**G. Recommendations by Rural Water Advisory Board to SUA**

Sitton stated he will have a draft January-June 2016 Rural Water Advisory Board Semi-Annual report to share at the next regular meeting.

**H. 2015 Rural Water System Water Quality Report**

Millis stated a copy of the 2015 Rural Water System Water Quality Report is in their packet today. Millis stated the report is available on the city website and was published in the local newspapers as well, as required by Oklahoma Department of Environmental Quality.

#### **4. REPORTS FROM OFFICERS AND BOARDS**

Sitton asked for clarification on the printed data report, staff supplied for Rural Water Corp #3 April-June 2016. Hall will research today and supply an answer to Sitton via email.

#### **5. ADJOURN**

Motion by VanDeventer, second by Durham to adjourn.

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

The meeting adjourned at 12:19 pm.

Prepared by Susan Hall, recording secretary.