



**STILLWATER RURAL WATER ADVISORY BOARD MEETING SUMMARY
August 5th, 2021 Special Meeting**

The Stillwater Rural Water Advisory Board met for a special meeting on Thursday, August 5th, 2021 at 12:00 pm in Room 2073 of the Stillwater Municipal Building at 723 S. Lewis, Stillwater, OK.

Members present: Robert Sitton Jr., Bryce Campbell, Kent Bradley and Cory Clark

Members absent: Danny Wick.

Others present: William Millis, Civil Engineering Deputy Director, Dennis McGrath, Assistant City Attorney, 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 12:10 pm.

2. APPROVAL OF MINUTES

- a) Regular Meeting of April 15th, 2021

Mr. Sitton asks if there were any changes and/or edits; none were noted.

Mr. Bradley moved, Mr. Campbell seconded to approve the meeting summary of April 15th, 2020.

	Sitton	Campbell	Bradley	Clark	Wick
Roll Call:	Yes	Yes	Yes	Yes	Absent

2. GENERAL ORDERS

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

Bill Millis discusses the following:

- Found a way to convert customers on County Club (in the central zone) to Yost to increase their pressure and be above the state’s minimum.
- Took main treatment units down for maintenance but demand in February during freeze was 2 to 3 times higher than usual due to customers leaving faucets dripping, lines freezing. KAW had a frozen pump and lines down requiring OSU to provide backup assistance. Due to OSU assistance, we experienced no system wide outages or issues.
- 44th Zone: had a freeze in the tower that staff was able to repair and didn’t require contractor to repair.

- b) Review and Discuss Rural Water Advisory Board Semi-Annual Report

Mr. Sitton states that reports were sent to everyone but doesn’t believe there is anything they need to ask of SUA.



Attachment #1 shows less than a 1% loss and upon investigation shows meters running backwards. Mr. Millis comments that some master meters can run both ways especially between districts. Discussion is held regarding most of the rural meters require a unit to drive by to collect reading due to no radio towers close by.

Attachment #3 shows that building was down in 2019 and 2020. Mr. Millis will provide Mr. Sitton part of the 2021 data for the next report.

- c) Exhibit C of the Agreement between the City of Stillwater and Rural Water Corp #3 Phase I Projects and Phase II Projects – Update

Mr. Millis states that the report is Attachment #5 to Mr. Sitton's annual report and not much to address there. Mr. Millis comments about some of them being updated because they were being addressed in Water 2040.

- d) Yost Road Booster Pump Station Improvement Project – Update

Mr. Millis states that some projects were on hold due to staffing shortage such as couple of miles of waterline and a tower. Mr. Millis comments that the Water Plant staff has made improvements to the pump station, electrical, and piping to not enhance but to reduce failures – making the system more robust to services from dropping so often and the tower fuller; and breakdowns are being minimized due to staff efforts.

- e) Water 2040 – Update

Mr. Millis talks refers to the map and states that Water 2040 is now complete. The pump station on roughly 32nd and Western was the last project completed. This was also referenced to as Package B and Packet C has been deferred due to those elements are not needed currently.

Mr. Millis also talks about the 44th Zone and the last project finished out there was on PRVs and more people now in this zone have better pressure, everyone has improved stability and pressure due to both the 44th tower and most recent project.

Mr. Millis comments that Summit Addition on Sangre south of 44th and Briar Creek on Country Club just north of 44th, those areas lost pressure first and most often but now have better pressure and are more stable.

Mr. Millis states that this is essentially all on the Water 2040 program and since we will drop this item from future agendas.

- f) Recommendations by Rural Water Advisory Board to SUA

Mr. Sitton asks if there are any recommendations from the board.

Mr. Bradley states that it sounds like the City needs to hire more people. Mr. Millis talks about the City, still actively seeking to fill open positions but are having trouble filling the positions.

- g) Next regular meeting is scheduled for Thursday, October 21, 2021

Next regular meeting is October 21st, 2021 at 12:00 noon at the Community Center in Room 121.



4. REPORTS FROM OFFICERS AND BOARDS

Mr. Sitton asks if there are any reports; none respond.

5. ADJOURN

Mr. Bradley moved to adjourn, Mr. Campbell seconded.

	Sitton	Campbell	Bradley	Clark	Wick
Roll Call:	Yes	Yes	Yes	Yes	Absent

The meeting adjourned at 12:32 pm.

Prepared by Cindy Gibson, recording secretary.