



**STILLWATER RURAL WATER ADVISORY BOARD MEETING SUMMARY  
April 20, 2023, Regular Meeting**

The Stillwater Rural Water Advisory Board met for a regular meeting on Thursday, April 20, 2023, at 12:00 pm in Room 1122-B of the Stillwater Municipal Building at 723 S. Lewis Street

Members present: Robert Sitton Jr., Kent Bradley, Bryce Campbell and Danny Wick

Members absent: Stephen Mayo

Others present: James Driskel, Director Water Utilities; David Barth, Capital Projects Manager; Angela David, Administrative Assistant as recording secretary.

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

**1. CALL MEETING TO ORDER**

Robert Sitton, Jr. begins the meeting at 12.04 pm

**2. APPROVAL OF MINUTES**

a) Regular Meeting of January 19, 2022:

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

**Mr. Bradley moves, Mr. Sitton seconds to approve the meeting summary of January 19, 2023.**

	<b>Sitton</b>	<b>Campbell</b>	<b>Bradley</b>	<b>Mayo</b>	<b>Wick</b>
Roll Call:	Yes	Yes	Yes	Absent	Yes

**3. GENERAL ORDERS**

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

1. Mr. James Driskel reports on the pre-chloramine conversion flush. Early on there were some calls in the Yost zone complaining about low pressure. Overall, there have not been many complaints from rural customers. He expects to re-start the chloramine May 3<sup>rd</sup>.

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

1. Mr. Sitton directs attention to the last page of Attachment 1 of the Report. He stated that the figures he received from the City are not adding up correctly so he cannot accurately calculate water consumption/water losses. There is a brief discussion about the reports and data. Mr. Sitton states that he would like to receive the raw data from the City's IT department and not a report from Engineering.

**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. Sitton comments that the Board has not seen an exhibit C update in a long time.

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

1. David Barth reports that Corollo's design for the Yost Pump Station is at 90%. Garber's design for the water line and new tower should be done next spring. He reports that it takes two years to build a water tower, and two years to build a pump station. Mr. Barth says that he receives lots of calls about the water pressure in the Yost zone and he tells residents that the best case scenario is that the pump station, water line and water tower will be completed in three years, contingent on SUA funding.
2. James Driskel reports that the upgrade to the existing pump is waiting on CREC to do some power upgrades. The City will also have to hire an electrician to install the pump. Mr. Barth adds that the City hired Corollo to spec a larger pump and it requires electrical upgrades. The City is coordinating with CREC and Corollo concerning the electrical upgrades.
3. Mr. Barth points out that things move slowly because the City has six Project Manager positions, but only one Project Manager. Mr. Sitton inquires about hiring outside firms. Mr. Barth responds that finances are an issue. Mr. Sitton suggest that the City redirect funds that would be used to pay salaries to pay for consultants.

**e) Recommendations by Rural Water Advisory Board to SUA.**

1. Kent Bradley recommends that the City of Stillwater hire more Project Managers. Mr. Sitton recommends that the City use consulting firms to provide Project Managers. There is a brief discussion about what the City can do to attract more Project Managers.

**f) Next regular meeting is scheduled for Thursday, July 20, 2023.**

Mr. Sitton asks if there were any problems with the date. None respond.

**4. REPORTS FROM OFFICERS AND BOARDS**

Mr. Sitton asks if there are any other reports.

- a) Mr. Kent Bradley reports that he is having trouble with two (2) field plugs; one at Country Club and Lakeview is leaking and the other at 2914 S Country Club is missing the four bolts. James Driskel responded that his department would investigate.

**5. ADJOURN**

**Mr. Bradley moves to adjourn, Mr. Wick seconds.**

	<b>Sitton</b>	<b>Campbell</b>	<b>Bradley</b>	<b>Mayo</b>	<b>Wick</b>
Roll Call:	Yes	Yes	Yes	Absent	Yes

The meeting adjourns at 12:42 pm.

Prepared by Angela David, recording secretary.