

**NOTICE OF REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF RURAL WATER, SEWER, GAS AND SOLID WASTE  
MANAGEMENT OF DISTRICT NO. 3  
CRAIG COUNTY, OKLAHOMA**

Notice is hereby given there will be a regularly scheduled meeting of the Board of Directors of Rural Water, Sewer, Gas and Solid Waste Management District No. 3, Craig County, Oklahoma to be held on **Wednesday, February 11, 2026; at 6:30pm** at 305 S Commercial St (Horizon Roofing and Construction) Welch, OK for the purpose of considering the following agenda items:



STATE OF OKLAHOMA  
COUNTY OF CRAIG  
FILED FOR RECORD IN THE  
OFFICE OF COUNTY CLERK, VINITA

TIME 1:08 FEB 06 2026  
BY Tammy Malone, County Clerk DEPUTY  
Deputy Katherine

- I. Call to order
- II. Attendance and Proof of Notice
- III. Approval of January 14, 2026 minutes
- IV. Old Business
- V. Regular Business
  - A. Customer/Visitor comments
  - B. Operators Report
  - C. Past Due Listing
  - D. Financial Statement and Adjustments
  - E. Payment of Bills
  - F. Transfer of Memberships
  - G. New Membership Applications
  - H. Mail
- VI. New Business
  - A. Discussion on selecting engineer for upcoming projects
  - B. Update on Buford Ranches water usage
  - C. Discussion on additions to telemetry
  - D. Review agenda items from January meeting
    - i. Discussion/Possible Action on ORWA delegate nomination
    - ii. Discussion/Possible Action on Grand Gateway board representative
    - iii. Update/Discussion/Possible Action on south tower project
    - iv. Update/Discussion/Possible Action parts needing returned to Poly Pro, etc.
    - v. Update/Discussion on RIG grant application
    - vi. Discussion/Possible Action on purchasing a new office computer
    - vii. Discussion/Possible Action on altitude valves at North and West towers
    - viii. Discussion/Possible Action on finding leaks
    - ix. Discussion/Possible Action on flow meters for West and South towers
    - x. Discussion/Possible Action on electrician's request/recommendations
      1. Update to electrical service
      2. Get chlorine connected for both wells
      3. Connecting generators to telemetry
      4. Setting wells up to alternate
    - xi. Discussion/Possible Action on foam insulation at North valve building
    - xii. Update/Discussion/Possible Action on outstanding work orders

- xiii. Review/Possible Action on 811 portal positive response and locates
- xiv. Update/Discussion on cleanup
- xv. Update/Discussion on MOR
- xvi. Discussion/Possible Action on establishing a routine flushing schedule
  - 1. Purchasing chlorine testers
- xvii. Update/Discussion on DEQ deficiencies (NOVs)
- xviii. Review on Office Manager job description
- xix. Review on Meter Reader job description
- xx. Review on Water Operator job description
- xxi. Review/Update/Possible Action on Operator Contract
  - 1. Liability insurance
  - 2. Certification

E. Any other new business

I. Adjournment

\*\*\*You are further advised that the meeting will be open to the public as provided by law.\*\*\*  
Posted on the 6<sup>th</sup> day of February 2026 by Jennifer Mathis, Office Manager

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