

**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, January 14, 2026; at 6:30pm** at 305 S Commercial St (Horizon Roofing and Construction) Welch, OK for the purpose of considering the following agenda items:

- I. Call to order
- II. Attendance and Proof of Notice
- III. Approval of December 10, 2025 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/Possible Action on ORWA delegate nomination
  - B. Discussion/Possible Action on Grand Gateway board representative
  - C. Update/Discussion/Possible Action on south tower project
  - D. Update/Discussion/Possible Action parts needing returned to Poly Pro, etc.
  - E. Update/Discussion on RIG grant application
  - F. Discussion/Possible Action on purchasing a new office computer
  - G. Discussion/Possible Action on altitude valves at North and West towers
  - H. Discussion/Possible Action on finding leaks
  - I. Discussion/Possible Action on flow meters for West and South towers
  - J. Discussion/Possible Action on electrician's request/recommendations
    - i. Update to electrical service
    - ii. Get chlorine connected for both wells
    - iii. Connecting generators to telemetry
    - iv. Setting wells up to alternate
  - K. Discussion/Possible Action on foam insulation at North valve building
  - L. Update/Discussion/Possible Action on outstanding work orders
  - M. Review/Possible Action on 811 portal positive response and locates
  - N. Update/Discussion on cleanup
  - O. Update/Discussion on MOR



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

JAN 09 2025  
TIME 3:05 P M  
BY Tammy Majone, County Clerk  
Deputy

- P. Discussion/Possible Action on establishing a routine flushing schedule
  - i. Purchasing chlorine testers
- Q. Update/Discussion on DEQ deficiencies (NOVs)
- R. Review on Office Manager job description
- S. Review on Meter Reader job description
- T. Review on Water Operator job description
- U. Review/Update/Possible Action on Operator Contract
  - i. Liability insurance
  - ii. Certification
- V. 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 9<sup>th</sup> day of January 2026 by Jennifer Mathis, Office Manager

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