

NORTH LITTLE ROCK WASTEWATER TREATMENT COMMITTEE

MINUTES OF A MEETING HELD TUESDAY, JANUARY 12, 2016

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, January 12, 2016 at the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by Chairman Matthews at approximately 12:15 p.m. Those in attendance at the meeting were Mr. K.W. Matthews, Mr. Ed Nelson, Mr. Clark McGlothlin and Mr. Sylvester Smith. Also in attendance were Mr. Marc Wilkins, Director, Ms. Gina Briley, Mr. Charles Frost, Mr. Lyle Leubner, Mr. Ronnie Thompson, Mr. Michael Clayton, Mr. Mark Halter with Hilburn, Calhoun, Harper, Pruniski & Calhoun, Ltd. and Dawn Harmon.

First, the Committee reviewed the minutes of its December 8, 2015 meeting. After review, a motion was made by Mr. McGlothlin, seconded by Mr. Nelson, to approve the minutes of the December 8, 2015 meeting as submitted. The motion carried unanimously.

Next, the Committee reviewed the cash disbursements for December 2015. Chairman Matthews asked for an explanation of check number 37575 written to Boston Mutual Life Insurance. Ms. Briley explained that this is a supplemental insurance policy carried by several employees and the premiums are paid by the Utility but deducted from the employee's earnings. There being no more questions, a motion was made by Mr. Nelson, seconded by Ms. McGlothlin, to approve the cash disbursements for December 2015 reflecting total cash disbursements of \$1,902,470.39 and transfers between accounts of \$1,297,004.87. The motion carried unanimously.

Upon motion made by Mr. Nelson, seconded by Mr. Smith, the Committee unanimously approved the Financial Statement for December 2015. It was noted that the new rate increase goes into effect January 2016.

The Committee then discussed the proposed 2016 Budget. Mr. Wilkins explained that the Budget contained a 3% across the board pay increase for Utility employees, \$7,500 for merit-based bonuses, administrative adjustments and a \$650,000 contribution to the retirement plan. Further, he stated that the proposed budgeted numbers are based on where the Utility is right now. On March 1, 2016 when the consolidation is complete with Maumelle, the Budget will have to be amended. After further discussion, a motion was made by Mr. Nelson, seconded by Mr. Smith, to approve the Budget for 2016. The motion carried unanimously.

Next, Mr. Wilkins advised the Committee that high flows during the recent flood event submerged all 32 aerator units at the White Oak Bayou Waste Treatment Plant and may have damaged all or some of the units. These units are currently being allowed

to dry out in place. The power will be turned back on to the units on Wednesday, January 13, 2016, and it is anticipated that some of the units may be damaged. If some of the units have been damaged, it will be critical to replace those units as quickly as possible. The 2016 Budget includes \$90,000 for the purchase of new aerators for the White Oak Bayou Waste Treatment Plant, and the staff requests authorization to use those funds for the emergency replacement of aerators, if needed. After discussion, a motion was made by Mr. Smith, seconded by Mr. Nelson, to authorize the staff to make an emergency purchase of aerators for replacement of flood damaged units at the White Oak Bayou Waste Treatment Plant, and further authorize waiving the requirement for advertisement and bidding. The motion carried unanimously.

The Committee then discussed the PAGIS dues. The annual dues payment for membership to the Pulaski Area Geographic Information System (PAGIS) is due. The amount due for membership is \$39,705 and has been the same for the last five (5) years. This item is included in the 2016 Budget for \$40,900. A motion was then made by Mr. Nelson, seconded by Mr. Smith, to authorize the annual dues payment to PAGIS in the amount of \$39,705. The motion carried unanimously.

During the recent negotiations with Central Arkansas Water, Mr. Wilkins stated that there were inquiries made by Maumelle Water Management and the City of Maumelle regarding having representatives attend the North Little Rock Wastewater Treatment Committee meetings. After discussion which included the City of Sherwood, a motion was made by Mr. McGlothlin, seconded by Mr. Smith, to have Chairman Matthews send a letter to the Mayors of Maumelle and Sherwood inviting them to have a representative from their respective cities attend the meetings of the Committee. The motion carried unanimously.

A motion was then made by Mr. Smith, seconded by Mr. Nelson, to excuse the absence of Ms. Bryant from the meeting. The motion carried unanimously.

There being no further action to come before the Committee, a motion was made by Mr. Nelson to adjourn the meeting. The motion carried unanimously, and the meeting was adjourned at approximately 12:50 p.m.

APPROVED AS TO FORM:



K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,



SYLVESTER SMITH,
VICE-CHAIRMAN/SECRETARY