

NORTH LITTLE ROCK WASTE WATER TREATMENT COMMITTEE

MINUTES OF A MEETING HELD TUESDAY, JANUARY 13, 2015

A meeting of the North Little Rock Waste Water Treatment Committee was held on Tuesday, January 13, 2015 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 Ms. Karen Bryant. Also in attendance were Mr. Marc Wilkins, Director, Ms. Gina Briley, Mr. Charles Frost, Mr. Lyle Leubner, Mr. Michael Clayton, Mr. Ronnie Thompson, James Humphrey, Sr., Mr. Stephen Jeffus with RJN Group, Inc., Ms. Susan Pendergrass with McClelland Consulting Engineers, Inc., Mr. Mark Halter with Hilburn, Calhoon, Harper, Pruniski & Calhoun, Ltd. and Dawn Harmon.

First, the Committee reviewed the minutes of its December 9, 2014 meeting. After review, a motion was made by Mr. McGlothlin, seconded by Mr. Nelson, to approve the minutes of the December 9, 2014 meeting as submitted. The motion carried unanimously.

Next, Mr. James Humphrey, Sr. addressed the Committee with concerns regarding sewer service to approximately six (6) existing residences on Holt Road. Mr. Humphrey stated that there is no sewer service to these homes and the occupants have been residents of North Little Rock for more than thirty (30) years. Mr. Humphrey is requesting that a line be extended to the individual homes from the existing sewer service at the end of the street. Mr. Wilkins informed the Committee that there are no excess funds for the Utility to use for this project and that providing such lines is not the Utility's policy. He went on to say that what normally happens in these circumstances is that the residents form a Sewer Improvement District, secure funding for the project, construct the sewer line and then donate it to the City for maintenance. The Committee understands that this project is a hardship case and the Utility would like to assist in some way but it is not Utility policy. Therefore, Mr. McGlothlin and Mr. Nelson asked the Utility to explore other options since this situation exists in other parts of the City. In looking at options, see if securing funds could be built into a rate increase, see if the City would be willing to assist and see if other programs had funds available for these types of hardships.

The Committee then reviewed the voucher disbursements for December 2014. After discussion regarding check number 35039 to D & G Varmint Control, Inc. (rid skunks living under the administration building), a motion was made by Mr. McGlothlin, seconded by Mr. Nelson, to approve the voucher disbursements for December 2014 reflecting total cash disbursements of \$1,817,695.81 and transfers between accounts of \$1,257,766.63. The motion carried unanimously.

Upon motion made by Mr. Nelson, seconded by Ms. Bryant, the Committee

unanimously approved the Financial Statement for December 2014.

Mr. Wilkins then advised the Committee that the Utility's Business Plan set a goal to conduct an SSES over approximately 1/8th of the collection system each year. In April 2012, the Utility entered into a professional services contract ("Agreement") with RJN Group, Inc. to conduct SSES studies in prescribed areas for a 3-year period with the Agreement requiring authorization to proceed for each year. The focus of the SSES studies was identified in the Utility's Master Plan as Levy (2012), Lakewood (2013) and Baring Cross (2014). The staff has been pleased with the performance of the RJN Group and wishes to extend the duration of their Agreement through an amendment for one additional year. The focus area for SSES studies in 2015 will be the remainder of the Levy sub-basin and the District 212 sub-basin. The projected cost of the 2015 SSES studies is \$561,111.03 and the 2015 Budget includes \$550,000 for this item. Mr. Jeffus was at the meeting and presented to the Committee a slide show reflecting the linear feet inspected and how it looks when using the smoke and dye tests. After further discussion, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to authorize the staff to amend the Agreement with RJN Group, Inc. dated April 26, 2012 to include the 2015 SSES Studies in the amount of \$561,111.03 and to extend the Agreement period through the calendar year 2015. The motion carried unanimously.

Mr. Wilkins then advised the Committee that the Utility has received a proposal from Mr. Dan Jackson, Managing Director of *economist.com*, for a Wastewater Rate Study and Long-term Financial Plan. Mr. Jackson conducted the rate studies for the Utility in 1994, 1999, 2003, 2006 and 2011. The proposal submitted by Mr. Jackson is based on time and expenses not to exceed \$24,000. The 2015 Budget includes \$30,000 for this item. A motion was then made by Mr. McGlothlin, seconded by Ms. Bryant to authorize the staff to enter into a contract with *economist.com* for a Wastewater Rate Study and Long-term Financial Plan in an amount not to exceed \$24,000.00. The motion carried unanimously.

Mr. Wilkins then presented to the Committee the annual dues statement for membership to the Pulaski Area Geographic Information System (PAGIS). The amount due is \$39,705 and has been the same for the last four (4) years. This item is included in the 2015 Budget for \$40,900. A motion was made by Ms. Bryant, seconded by Mr. McGlothlin, to authorize the annual dues payment to PAGIS in the amount of \$39,705.00. The motion carried unanimously.

The Committee then discussed the Norman Road Force Main Relocation project. The staff received bids for this project on Wednesday, January 7, 2015 at 10:00 a.m. The purpose of this project is to prevent a conflict between the Utility's existing force main and the proposed roadway modifications related to the widening of the west bound lanes of I40 between I430 and the Morgan Interchange. The scope of the project consists of relocating approximately 240 linear feet of 8" PVC sewer force main with 182 linear feet of 16" steel encasement. The low bid was submitted by Redstone Construction Group of Little Rock, Arkansas in the amount of \$74,911.00. This project is eligible for 100% reimbursement by the Arkansas Highway Department. The staff has completed the survey, engineering design and conducted the bidding process. The

Utility staff will also conduct the construction observation. A motion was then made by Mr. McGlothlin, seconded by Ms. Bryant to authorize the staff to award a contract to Redstone Construction Group of Little Rock, Arkansas in the amount of \$74,911.00 contingent upon receiving authorization from the Arkansas Highway Department. The motion carried unanimously.

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

There being no further action to come before the Committee, a motion was made by Mr. McGlothlin to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at approximately 1:11 p.m.

APPROVED AS TO FORM:



K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,

SYLVESTER SMITH,
VICE-CHAIRMAN/SECRETARY

