

NORTH LITTLE ROCK WASTE WATER TREATMENT COMMITTEE

MINUTES OF A MEETING HELD TUESDAY, APRIL 8, 2014

A meeting of the North Little Rock Waste Water Treatment Committee was held on Tuesday, April 8, 2014 at the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by the Secretary, Mr. Sylvester Smith at approximately 12:15 p.m. Those in attendance at the meeting were: Mr. Ed Nelson, Mr. Clark McGlothlin and Ms. Karen Bryant. Also in attendance were Mr. Marc Wilkins, Director, Mr. Bill Staggs, Ms. Gina Briley, Mr. Ronnie Thompson, Mr. Lyle Leubner, Mr. Colin Gorman with EGP, PLLC, Ms. Corey Brooks with EGP, PLLC, Mr. Daniel Jackson with RJN Group, Inc., Mr. Mike Marlar with Marlar Engineering Co., Mr. David White, Mr. Bob Holloway, Mr. Jack Wilson, Mr. Tommy Wright, Mr. Mark Halter with Hilburn, Calhoun, Harper, Pruniski & Calhoun, Ltd. and Ms. Debbie Pretty.

First, the Committee reviewed the minutes of its March 11, 2014 meeting. After review, a motion was made by Mr. McGlothlin, seconded by Ms. Bryant, to approve the minutes of the March 11, 2014 meeting as submitted. The motion carried unanimously.

The Committee then reviewed the voucher disbursements for March 2014. Secretary Smith questioned check #33146 regarding the purchase of belts for the pump stations. Mr. Wilkins responded that the belts were for belt driven pumps, and the belts are installed from the motors to the pumps. These type pumps are gradually being swapped out. Mr. McGlothlin asked if the Utility reimbursed the employees for their purchase of safety shoes. Mr. Wilkins responded that the Utility reimbursed each employee up to \$97 for one (1) pair of safety shoes per year. A motion was then made by Mr. McGlothlin, seconded by Ms. Bryant, to approve the voucher disbursements for March 2014 reflecting total cash disbursements of \$4,285,882.60 and transfers between accounts of \$930,816.67. The motion carried unanimously.

The Committee then reviewed the Financial Statement for March 2014. Mr. Smith commented that the Utility was running a couple of thousand under budget which was good. A motion was made by Ms. Bryant, seconded by Mr. McGlothlin, to approve the Financial Statement for March 2014. The motion carried unanimously.

Mr. Wilkins introduced Corey Brooks and Colin Gorman, with EGP, PLLC to present the 2013 Audit Report findings. Ms. Brooks reported that the audit resulted in a clean opinion for the 2013 year end. She pointed out the addition of a paragraph on page three (3) which emphasized the separation from the City of North Little Rock. Ms. Brooks discussed a new accounting standard concerning pension plan reporting which will be part of the 2014 audit. After discussion of some of the financial highlights during 2013, a motion was made by Mr. Nelson, seconded by Ms. Bryant to accept the audit and

authorize distribution. The motion carried unanimously.

Mr. Wilkins updated the Committee regarding the 2014 Sewer System Evaluation Survey (SSES). He stated the Utility had entered into a three (3) year agreement with RJN Group, Inc. in 2012 and it was time to authorize the third year of the contract. Mr. Wilkins explained that the 2011 Masterplan identified the areas of Levy, Lakewood, and Baring Cross with the highest infiltration and inflow. The SSES work has been completed for the Levy area and is close to being completed in the Lakewood area. Mr. Wilkins also commented that it's time to start the SSES in the Baring Cross area. Mr. Wilkins introduced Daniel Jackson, with RJN Group, Inc., to present the findings from the Lakewood area. Mr. Jackson reported that smoke tests had been conducted for 30,800 lineal feet of sewer lines and that 1,360 manholes had been inspected. A number of defects had been found and a few of them resulted in a large amount of inflow. Some of the larger defects have already been repaired by Utility crews. Mr. Jackson also stated that Mr. Marlar, with Marlar Engineering, and his staff, had been a great help with the line inspections. After Mr. Jackson's presentation, a motion was made by Mr. McGlothlin and seconded by Ms. Bryant to authorize the staff to enter into the third year of the agreement with RJN Group, Inc. for the amount of \$465,271. The motion carried unanimously.

Mr. Wilkins reported on the White Oak Interceptor Phase II Project which had been tabled at the previous meeting. Mr. Wilkins stated that he had asked Mr. Marlar for an analysis of the project and that he was in attendance to give a presentation. Mr. Marlar addressed the Committee. He stated that Phase I of the White Oak Interceptor had been completed and that the 36" interceptor ended around Centennial Bank on Maumelle Blvd. Mr. Marlar stated that the interceptor could be run where Phase I ended to a proposed point for around \$3,900,000. There was some discussion about financing this project. Mr. Wilkins stated that by reprioritizing the remaining Masterplan Phase I projects, approximately \$3,166,000 of the current \$21,000,000 loan could be committed. After some more discussion, the Committee was hesitant to commit current funds for the project. At that time, some of the developers, who were in attendance, asked if there were any short term ideas on how to get sewer to an 80 acre area of the development. Mr. Wilkins responded that an upgrade to the Counts Massie pump station and a redirection of the force main would be a good short term option for the 80 acre development. It was recommended by the Committee that the developers come up with a cost for the pump station upgrade. It was also requested that Mr. Wilkins contact the Mayor for a meeting concerning the interceptor. Mr. Smith asked that both the developers and Mr. Marlar attend the next committee meeting. The Committee tabled this matter for future discussion at the next meeting.

Mr. Wilkins informed the Committee that he had been asked by Ellen Norvell, Sherwood's City Engineer, to waive the \$150 commercial permit fee to connect the old roundtop station to sewer. Mr. Nelson asked if there was sewer service already in the area. Mr. Wilkins stated sewer was available several hundred feet away, it would require deep excavation, and it would be very expensive. A motion was made by Mr. McGlothlin and seconded by Ms. Bryant to waive the fee. The motion carried unanimously.

Mr. Wilkins briefly discussed the Shillcutt Bayou Sewer Main Crossing regarding a pier failure in the above-grade pipeline which crosses the Shillcutt Bayou. There was concern that the pier failure could lead to a pipeline rupture and would cause a spill in the Shillcutt Bayou. A motion was made by Mr. McGlothlin and seconded by Ms. Bryant to amend the 2011 facility plan to include the Shillcutt Bayou Sewer Main Crossing project. The motion carried unanimously.

Mr. Wilkins updated the Committee on the 2013 Auxiliary Generator & Transfer Switches project. Mr. Wilkins reported that all eight (8) generators were in place at the pump stations. Mr. Wilkins stated the project was ready to close out and asked to submit a Change Order to include generators for the Administration building and the Laboratory building. The cost for a natural gas generator would be \$38,057 for the Administration building. The cost for a diesel generator would be \$55,377 for the Laboratory building. Mr. Wilkins reported that the generators were included in the 2014 budget and asked the Committee to authorize the change order. A motion was made by Mr. Nelson and seconded by Mr. McGlothlin to authorize the change order with Nease Electrical, Inc. The motion carried unanimously.

Mr. Wilkins informed the Committee that Mr. Robert Voyles, with the City of North Little Rock, had been contacted by a citizen who wants to sell some property adjacent to the Five Mile Treatment Plant. The property would be of little value to future expansion. Mr. Wilkins said he would get an update on the property and inform the Committee at a later date.


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

There being no further action to come before the Committee, a motion was made by Mr. McGlothlin and seconded by Mr. Nelson to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at approximately 1:25 p.m.

APPROVED AS TO FORM:


K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,


SYLVESTER SMITH,
VICE-CHAIRMAN/SECRETARY-