

# **NORTH LITTLE ROCK WASTE WATER TREATMENT COMMITTEE**

## **MINUTES OF A MEETING HELD TUESDAY, AUGUST 12, 2014**

A meeting of the North Little Rock Waste Water Treatment Committee was held on Tuesday, August 12, 2014 at the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by Vice Chairman Smith at approximately 12:08 p.m. Those in attendance at the meeting were: Mr. Sylvester Smith, 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. Ronnie Thompson, Mr. Lyle Leubner, Mr. Michael Clayton, Mr. Jim Jackson with the City of North Little Rock Special Improvement District #25, Mr. Mark Halter with Hilburn, Calhoun, Harper, Pruniski & Calhoun, Ltd. and Dawn Harmon.

First, the Committee reviewed the minutes of its July 8, 2014 meeting. After review, a motion was made by Mr. McGlothlin, seconded by Ms. Bryant, to approve the minutes of the July 8, 2014 meeting as submitted. The motion carried unanimously.

The Committee then reviewed the voucher disbursements for July 2014. After a discussion regarding check number 34069 to Grubb, Hoskyn, Barton & Wyatt for engineering services for geotechnical investigation in the sum of \$7,077.00, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to approve the voucher disbursements for July 2014 reflecting total cash disbursements of \$2,736,248.38 and transfers between accounts of \$1,221,366.67. The motion carried unanimously.

Upon motion made by Mr. Nelson, seconded by Mr. McGlothlin, the Committee unanimously approved the Financial Statement for July 2014.

Mr. Wilkins then explained to the Committee that Mr. Jim Jackson with the City of North Little Rock Special Improvement District #25, has requested to enter into an agreement as an improvement district for the Rockwater Village Development and to be allowed to charge a tie-on fee for any future extensions to the system. After further discussion, a motion was made by Mr. McGlothlin, seconded by Mr. Nelson, to authorize the staff to utilize the services of the Hilburn Law Firm to draft an agreement with the City of North Little Rock Special Improvement District #25 and to include a provision to allow for the collection by the District of tie-on fees for future extensions. The motion carried unanimously.

The Committee then reviewed the bids received for the 2014 auxiliary generators and transfer switches. The bids were opened on Tuesday, August 7, 2014 at 10:00 a.m. The project consists of installing six (6) generators and automatic transfer switches at existing pump stations:

Rixie 161	30 KW
Cypress Crossing	30 KW
Delta Lawn	35 KW
Collins Road	35 KW
Rixie Lucky Lane	35 KW
Maryland East	125 KW

Lock-Wood Electric, Inc. submitted the low bid in the amount of \$191,995.00. The 2014 Budget includes \$330,000 for this particular project. Mr. McGlothlin asked Mr. Wilkins to obtain references on Lock-Wood Electric, Inc. After further discussion, a motion was made by Mr. McGlothlin, seconded by Mr. Nelson, to authorize the staff to enter into a contract with Lock-Wood Electric, Inc. of Conway, Arkansas (if Lock-Wood was qualified after investigation by Mr. Wilkins) for the 2014 Auxiliary Generators and Transfer Switches project in the amount of \$191,995.00. The motion carried unanimously. However, if Mr. Wilkins had any concerns after his investigation, he would bring this matter back before the Committee at the September meeting.

Mr. Wilkins then updated the Committee on the Business Plan for the Utility. He stated several changes had been made in house to adjust the crews and updated equipment had been purchased in an effort to keep up with sewer system overflows. Even with all the changes the Utility has made, it is having trouble keeping up with all the necessary point repairs. The lining company has had to halt its work and wait for the Utility to catch up. Mr. Wilkins asked the Committee to consider allowing the Utility to solicit help from outside contractors to help with the point repairs. Mr. Wilkins said the Utility would get quotes from local contractors who have performed favorable work for the Utility. There are currently 24 point repairs that need to be done. Additionally, Mr. Wilkins informed the Committee that there was \$700,000 in the 2014 Budget for emergency repairs and to date, the Utility has only spent approximately \$37,000. After discussion, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to authorize the Utility staff to solicit quotes from local contractors to assist the Utility with point repairs. The motion carried unanimously.

A motion was then made by Mr. Nelson, seconded by Ms. Bryant, 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. Nelson to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at approximately 12:36 p.m.

APPROVED AS TO FORM:



K. W. MATTHEWS, CHAIRMAN



RESPECTFULLY SUBMITTED,

SYLVESTER SMITH,  
VICE-CHAIRMAN/SECRETARY