

**NORTH LITTLE ROCK
WASTEWATER TREATMENT COMMITTEE**

MINUTES OF A MEETING HELD TUESDAY, JANUARY 10, 2023

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, January 10, 2023 in the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by Chairman Matthews at approximately 12:13 p.m. The roll was called and a quorum was present. Those in attendance at the meeting were Chairman Matthews, Mr. Sylvester Smith, Mr. Ed Nelson and Mr. Gabe Stephens. Also in attendance were Mr. Michael Clayton, Director, Ms. Gina Briley, Ms. Tangelia Marshall, Human Resources Director, Mr. Scott Hilburn with Hilburn & Harper, Ltd. and Dawn Harmon.

First, the Committee reviewed the minutes of its December 13, 2022 meeting. After review, a motion was made by Mr. Nelson, seconded by Mr. Stephens, to approve the December 13, 2022 minutes as submitted. The motion carried unanimously.

The Committee then reviewed the cash disbursements for December 2022. A motion was made by Mr. Nelson, seconded by Mr. Stephens, to approve the cash disbursements showing total cash disbursement of \$3,353,660.71 and fund transfers between accounts of \$1,759,000.00. The motion carried unanimously.

Next, the Committee reviewed the financial statement dated December 2022. Director Clayton advised that at the end of December an accounting adjustment was made in the amount of \$1.7 million to fund the disposal of biosolids. Upon motion made by Mr. Nelson, seconded by Mr. Stephens, the Committee unanimously approved with financial statement for December 2022.

Director Clayton then updated the Committee on the January 6, 2023 highlights. These highlights are attached to the minutes and incorporated herein.

A motion was made by Mr. Smith, seconded by Mr. Stephens, 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. Smith to adjourn the meeting. The motion carried unanimously, and the meeting was adjourned at approximately 12:49 p.m.

APPROVED AS TO FORM:



K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,



**SYLVESTER SMITH,
VICE-CHAIRMAN/SECRETARY**

December 2022 Highlights

Ferstl Valuation Services has been engaged to perform an updated appraisal of the property West of the existing White Oak Water Reclamation Facilities and the report should be complete sometime in January.

NLRW ended the year for 34 Sanitary Sewer Overflows which was up from 24 in 2021 and down from 122 in 2011. Major progress has been made reducing the frequency of SSOs and the Engineering Staff is working on an enhanced plan to target historical SSOs from the last 10 years to minimize reoccurrences.

The planning documents for a Strategic Plan is underway and should be completed by June 1, 2023, for NLRW. The Strategic Plan will be a written comprehensive document for each of the departments of the Utility developing goals, measurable objectives, and cohesive planning.

The Human Resources Director is working on a revision and update to the Employee Handbook and it is expected to present to the Committee in February for approval.

NLRW is exploring the feasibility of setting up an EV charging station and adding two EV vehicles to our fleet.

A proposal for the Service Line Incentive Program (SLIP) was sent to the City in August of 2021 and it is our goal to have the SLIP adopted by the City Council in 2023. The SLIP is crucial program providing assistance for residential homeowners replacing their aging or problematic sewer service lines.

NLRW Pretreatment Department will be working on a plan to implement the next phase of our FOG (Fats, Oils and Grease) Program which is expected to be submitted for approval by the Committee late Summer of 2023 and NLR City Council in the Fall of 2023.

One of the major objectives for 2023 will be to acquire large tracts of land for increased reliability and security for land application of biosolids. NLRW may need up to 500 acres of pastureland to meet its long-term handling and disposal of biosolids for beneficial reuse.

The Administration Staff is working on an analysis of electricity usage in the North Little Rock Electric Service Area as part of the first phase of planning for another solar project possibly for 2024.