

**NORTH LITTLE ROCK
WASTEWATER TREATMENT COMMITTEE**

MINUTES OF A MEETING HELD TUESDAY, DECEMBER 13, 2022

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, December 13, 2022 in 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. The roll was called, and a quorum was present. Those in attendance at the meeting were Chairman Matthews, 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. John Heard and Mr. Tazio Qubeck with HDR, Mr. Sam Hilburn with Hilburn & Harper, Ltd. and Dawn Harmon.

First, the Committee reviewed the minutes of its November 8, 2022, meeting. After review, a motion was made by Mr. Stephens, seconded by Mr. Nelson, to approve the November 8, 2022, minutes as submitted. The motion carried unanimously.

For some of the Committee members who were not present at the initial presentation made by HDR with regard to the Five Mile Creek WRF and Faulkner Lake WRF Facility Modifications, they returned to the Committee to provide additional information. They explained that their feasibility study determined the following:

Recommended improvements and modifications to Five Mile Creek and Faulkner Lake WRFs;

Faulkner Lake improvements raise peak flows to 42 MGD from 30.2 MGD, 39% increase;

Proposed modifications are compatible with potential nutrient removal upgrades; and

Developed opinion of probable construction costs.

At the conclusion of the discussion, it was determined that the force behind this project was based on revisions to the permit process and the regulations driving

same. The Committee and Director Clayton agreed to stay on top of the regulations and this project.

The Committee then reviewed the cash disbursements for November 2022. A motion was made by Mr. Nelson, seconded by Mr. Stephens, to approve the cash disbursements showing total cash disbursement of \$5,306,560.72 and fund transfers between accounts of \$2,552,700.00. The motion carried unanimously.

Upon motion made by Mr. Nelson, seconded by Mr. Stephens, the Committee unanimously approved with financial statement for November 2022.

Director Clayton then advised the Committee that the Utility had received an invoice for the 2023 Workers' Compensation Insurance in the amount of \$52,480.00. The amount paid in 2022 was \$59,518.00. The National Council on Compensation Insurance Rates for the Utility's payroll classes, decreased by 14%. The Utility's experience rating went from 1.01 to 0.96 and the Utility received a 3.5% discount for 2023 compared to a 4.5% discount for 2022. An amount of \$65,000.00 is included in the 2023 budget for the workers compensation insurance. After discussion, a motion was made by Mr. Stephens, seconded by Mr. Nelson, to authorize payment to the Municipal League Workers' Compensation Trust in the amount of \$52,480.00. The motion carried unanimously.

After a review of the proposed Budget for 2023, a motion was made by Mr. Stephens, seconded by Mr. Nelson, to approve the Budget for 2023, as presented. The motion carried unanimously.

Next, Director Clayton advised that banks the Utility currently does business with, need to designate specific persons as signors on the accounts and to negotiate certificates of deposit rates. A motion as made by Mr. Nelson, seconded by Mr. Stephens, to designate Director Michael Clayton, Gina Briley and Kim Sullivan to conduct business with the banks on behalf the Utility. The motion carried unanimously.

Additionally, the Utility Christmas lunch is scheduled for December 15, 2022, beginning at 11:30 a.m. and everyone is welcome to attend.

Director Clayton then advised that three (3) long time Utility employees will be retiring effective December 16, 2022, that have 131 years of combined service. Those individuals are Ronnie Thompson (48 year of service), Ed Toland (41 years of service) and Dean Rhodes (42 years of service).

Director Clayton then informed the Committee that Arkansas Energy and Environment (ADEQ) performed an inspection at the land application site on Dougan Farms on June 30, 2022. During the inspection, it was determined that three (3) violations of the land application project existed and required action by NLRW. The contractor, J & B Tanker, Inc., was responsible for compliance with the NPDES Permit, however, ultimately NLRW staff is responsible for the contractor to comply within the requirements of the Permit and Contract Manual. A suspension of the work was sent to the contractor on September 2, 2022. The staff is currently in the process of terminating the Biosolids Removal and Land Application Contract with J & B Tanker, Inc. NLRW received an email response from the ADEQ acknowledging the Utility's response to the violations. The work is still in suspension status until NLRW receives a letter of enforcement or the matter is resolved.

A motion was made by Nelson, 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. Nelson to adjourn the meeting. The motion carried unanimously, and the meeting was adjourned at approximately 1:20 p.m.

APPROVED AS TO FORM:



K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,



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