

# **NORTH LITTLE ROCK WASTEWATER TREATMENT COMMITTEE**

## **MINUTES OF A MEETING HELD TUESDAY, JULY 13, 2021**

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, July 13, 2021 at the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by Chairman Matthews at approximately 12:10 p.m. The roll was called and a quorum was present. Those in attendance at the meeting were Mr. K.W. Matthews, Mr. Sylvester Smith, Mr. Ed Nelson, and Mr. Gabe Stephens. Also in attendance were Mr. Michael Clayton, Director, Ms. Gina Briley, Mr. Mike Marlar, P.E. with Halff Associates, Inc., Ms. Sarah Smith, Mayor's Chief of Staff, with the City of Maumelle, Mr. Sam Hilburn and Mr. Scott Hilburn with Hilburn & Harper, Ltd. and Dawn Harmon.

The Committee reviewed the minutes of its June 8, 2021 meeting. After review, a motion was made by Mr. Nelson, seconded by Mr. Stephens, to approve the June 8, 2021 Minutes. The motion carried unanimously.

Next, the Committee reviewed the cash disbursements for the month of June 2021. During review, Mr. Nelson asked a question regarding check number 52552 written to AT&T and reflected on page 6 of the disbursements. Ms. Briley explained that this cost covers internet security service and additional protection against Ransom Ware. After further discussion, a motion was made by Mr. Stephens, seconded by Mr. Nelson, to approve the cash disbursements for June 2021 reflecting total cash disbursements of \$1,528,240.27 and fund transfers between accounts of \$1,154,217.92. The motion carried unanimously.

Upon motion made by Mr. Nelson, seconded by Mr. Stephens, the Committee unanimously approved the Financial Statement for June 2021.

Director Clayton informed the Committee that after last month's meeting, the staff readvertised and received bids for the "Rose City and Military Drive Basins CIPP 2021 Rehabilitation Project" on Thursday, July 1, 2021 at 1:00 p.m. The project includes the internal lining of approximately 27,285 linear feet of 6", 8" and 10" gravity sewer mains. The low bid was submitted by Insituform Technologies, LLC in the amount of \$1,009,331.53. After discussion, a motion was made by Mr. Stephens, seconded by Mr. Nelson, to authorize the staff to award the contract for the Rose City and Military Drive Basins CIPP 2021 Rehabilitation

Project to Insituform Technologies, LLC in the amount of \$1,009,331.53. The motion carried unanimously.

Mr. Clayton then advised that several roofs at the Faulkner Lake and White Oak Treatment Plants need replacing and are budgeted to be replaced in 2021. At Faulkner Lake these buildings include the Chlorine Building and Old Degritter Building. The White Oak buildings consist of the Chlorine Building and the Influent Building. All these roofs are original, and all but the White Oak Influent building were built in the late 1970s. The staff obtained three quotes from three North Little Rock based roofing contractors which are summarized as follows:

	PI Roofing 501.707.3548	Roberts McNutt 501.945.0151	Fraley Roofing 501.834.9602	Mid-Ark Roofing 501.562.3176
LF Chlorine Building	\$27,425	\$ 45,220	\$16,820	
FL Degritter Building	\$ 8,726	\$ 15,131	\$ 6,020	
WO Chlorine Building	\$31,059	\$ 45,808	\$17,990	
WO Influent Building	\$ 2,613	\$ 13,453	\$ 4,230	
<b>TOTALS:</b>	<b>\$69,823</b>	<b>\$119,612</b>	<b>\$45,060</b>	<b>non-responsive</b>

All roofs were quoted with a complete tear-off. Flat roof portions will be TPO (membrane) with new copling installed. \$125,000 was budgeted to replace the roofs at treatment plants this year. A motion was then made to authorize the staff to utilize Fraley Roofing for these treatment plant roof replacements in the amount of \$45,060.00. The motion carried unanimously.

It was noted that on Thursday, June 17, 2021, President Joe Biden signed the Juneteenth National Independence Day Act creating a new federal holiday to be celebrated each year on June 19 as a recognition of black American history. Juneteenth is also known as Emancipation Day or Jubilee Day commemorating the end of slavery in the United States. Therefore, a motion was made by Mr. Stephens, seconded by Mr. Nelson, to amend *Section 2.13 Holiday Pay*, of the current 2008 Employee Handbook to establish and add June 19 as Emancipation Day or Juneteenth National Independence day. The motion carried unanimously.

Director Clayton then presented the final proposal for the Service Line Incentive Program (“SLIP”) which is designed to encourage and assist homeowners

with the replacement of ageing sewer service lines. Since 2012, decreasing and eliminating inflow and infiltration (I/I) has been the number one objective for NLRW to reduce or eliminate Sanitary Sewer Overflows (SSO). During the last nine years, 471,182 linear feet of gravity sewer mains have been either rehabilitated or under contract for rehabilitation which is nearly 14% of the collection system for a total cost of \$34 million. In addition to the efforts to reduce I/I, the NLRW staff has been aggressively repairing and rehabilitating existing manholes throughout the collection system. During the same period, 8,988 manholes out of the 17,556 manholes (which is 51% of the manholes throughout the collection system) have been repaired or rehabilitated.

There are three major components of the collection system vulnerable to I/I. The first major component is the sanitary sewer gravity collection system consisting of 6" through 54" mains. The second component are manholes or structures within the collection system and the final component is the private sewer lines. NLRW has been aggressively working to reduce I/I in two of the three components within the overall collection system.

According to the Water Research Federation, 40 to 60% of the total I/I is attributed to failing private services. By implementing a program to incentivize homeowners to modernize their service lines, the Utility will have a positive impact reducing long-term I/I.

The SLIP program will allow up to 100% of the first \$2,500 reimbursement to an eligible customer for replacing the service line for a residential structure.

### **General Points:**

- Eligibility Required: Only residential units with a 5/8" water meter will be eligible. Multi-family and commercial business will **not** be eligible for the program
- Replacement of entire service line from house to curb is required. Point repairs are not eligible
- If under a street, the existing Customer Assistance Program, to assist with the street replacement, will apply
- A licensed plumber is required to perform the work
- Homeowner is responsible for paying the plumber and NLRW will reimburse the eligible homeowner

- **Automatic Inclusions:**
  1. Existing service line is clay, concrete or orange burg materials
  2. The construction of the residence is greater than 50 years old
  
- **Exclusions:**
  1. If home or residence is less than 10 years old
  2. If service can be restored by clearing blockage or routine cleaning
  3. If point repair is sufficient to remedy the issue
  
- Seed money for 2021: \$250,000 for up to 100 service line replacements
- Number of accounts with residential 5/8" meters: 36,920
- Utilize a program fee for \$1.00 per residential customer per month to generate approximately \$443,000 per year and provide up to 177 services lines to be replaced

Several questions were raised by Committee members, such as consideration for a rate increase, if a resident's home being less than 10 years old, do they still have to pay and how will those determinations be made. After a lengthy discussion, a motion was made by Mr. Nelson, seconded by Mr. Stephens, to have the staff perform more research of inclusions/exclusions and obtain feedback from the City of Maumelle and the City of Sherwood. The motion carried unanimously.

Director Clayton then advised the Committee that the contract for renewal of health care services from the Change Center for Health has been received by the Utility. The current contract expired June 30, 2021. Health care services provided include immunization, routine office visits, annual physicals and lab tests. Also provided are services for the Utility for pre-employment physicals, Department of Transportation physicals and flu vaccines. The agreement has an annual cost of \$39,768 (cost has been \$39,018 since 2017) for the period July 1, 2021 through June 30, 2022. This cost is included in the 2021 budget in the amount of \$40,200.00. A motion was then made by Mr. Smith, seconded by Mr. Nelson, to authorize the staff to enter into a contract with the Change Center for Health for the amount of \$39,768.00. The motion carried unanimously.

The Committee next discussed the White Oak Treatment Plant expansion project. North Little Rock Wastewater White Oak Bayou Treatment Plant serves the Morgan Community, Highway 365 Sewer Improvement District, Crystal Hill area, the White Oak drainage basin including parts of Maumelle and the Shillcutt drainage also known as the Levy Community. The original treatment plant was constructed in 1977 and expanded in 2009 as a four-cell facultative lagoon facility.

The current facilities are located on a 65-acre tract of property with Burns Park bordering to the East and White Oak Bayou on the North side.

With the addition of Maumelle Water Management to the NLRW system, plans are underway for the Maumelle Diversion Project. The scope of the work will include the decommissioning of the Maumelle Wastewater Treatment Plant and the transport of an average of 3.0 million gallons per day (MGD) of wastewater to the White Oak Treatment Plant.

The current design flow for the White Oak Treatment Plant is 8.5 MGD, and once the Maumelle diversion is complete, the average daily flow will be around 6.0 MGD which will put White Oak Treatment Plant at 70.5% of design flow. Typically, once the average daily flow of a treatment plant is 70% of design flow, the planning process should begin for expansion. Along with this agenda item is a report from Michael Marlar, P.E. of Halff Associates, Inc. which supports the expansion of the White Oak Bayou Treatment Plant to the West of the existing four lagoons. NLRW constructed an access road to the West side of the first lagoon from the North Shore Drive. There is approximately 11.15 acres West of the lagoons and North of the access road which can be used for an equalization pond or additional treatment pond. Mr. Marlar was present at the meeting to answer any additional questions with regard to the plant expansion. It was noted that all lands available are owned by Gene Pfeifer and there are currently no utilities at these sites. The Committee agreed that there is a strategic need for the Utility to expand the plant and therefore, a motion was made by Mr. Smith, seconded by Mr. Stephens, to authorize the staff to contact Gene Pfeifer to see if he is willing to sell the Utility this property and if so for what amount. The motion carried unanimously.

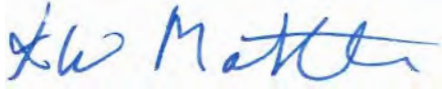
At the June meeting, Mr. Smith said his motion did not pass with regard to awarding the contract to Suncoast for the Rose City and Military Drive Basins CIPP 2021 Rehabilitation Project. He reiterated that the Utility does not have a policy in place for a protest. Therefore, he made a motion to reinstate the contract award to Suncoast in order to avoid litigation. There was no second, and the motion failed. It was noted that the original Suncoast bid was non-complaint.

Next, since the Utility has no policy or procedure for protest and there is no privilege or authority, Mr. Smith made a motion, which was seconded by Mr. Stephens, to institute a policy whereby the Utility does not accept or hear protests to procurement. The motion carried unanimously.

A motion was then made by Mr. Smith, seconded by Mr. Nelson, 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 1:25 p.m.

**APPROVED AS TO FORM:**

Handwritten signature of K. W. Matthews in blue ink.

K. W. MATTHEWS, CHAIRMAN

**RESPECTFULLY SUBMITTED,**

Handwritten signature of Sylvester Smith in blue ink.

SYLVESTER SMITH,  
VICE-CHAIRMAN/SECRETARY