

Rogers Waterworks and Sewer Commission
February 20, 2024
Minutes

The Rogers Waterworks and Sewer Commission held its monthly meeting at 4:00 PM, February 20, 2024, in the Rogers Water Utilities Administration Building located at 601 S 2nd Street.

Present were Commissioners Paige Sultemeier, Travis Greene, Kathy McClure, and Jerry Carmichael. Rogers Water Utilities staff present were Jerry Roegner, Jered Sigmon, Debbie Putman, Brian Sartain, Mark Landis, Josh Leyla, Ryan McGuffin, Johnny Lunsford, Aaron Short, Dana Daniel, and Brent Dobler. Robert Frazier from the Frazier Law Firm was in attendance as well.

Chairman Farmer was absent, so the remaining Commissioners named Commissioner Carmichael as the Acting Chairman. Acting Chairman Carmichael then called the meeting to order at 4:01 PM. Employee Recognitions were the first order of business. Brian Sartain recognized Chene Bailey and Jason Oxford from Engineering for passing their Class IV Water Certification Test. Johnny Lunsford recognized Brandon Beeson, Jeff Harrison, Tristan James, Alex Laprelle, Danny Lester, and Efrain Perez from Field Operations for passing their Sewer Collection 3 Test.

Chairman Carmichael then called for an action on the minutes from the January 17, 2023, Water and Sewer Commission meeting. Commissioner McClure made a motion to approve the January 17, 2023, minutes, Commissioner Sultemeier seconded. All in favor, minutes were approved.

Chairman Carmichael then recognized Jered Sigmon to present the financial reports. Mr. Sigmon then presented the financial reports to the Commission. Billed revenue in the Water department for January 2024 was up 2.8% from January 2023 at \$1,173,178. Water consumption was down 2.8% from January 2023 at 214,428,600 gallons. The Water department reported a net income of \$216,189.34 for January 2024 and YTD income of \$3,871,621. The percentage of Fiscal Year Passed is at 58.3%. Water revenues are 64.4% of budget and expenses are at 54.7% of budget.

The Sewer department billed revenue for the month of January 2024 is up 3.9% from January 2023 at \$1,408,767. Sewer consumption was down 2.8% from January 2024 at 182,830,500 gallons. The Sewer department reported a net income of \$658,143 for January 2024 and a YTD income of \$4,196,762. The percentage of Fiscal Year Passed is at 58.3%. Sewer revenues are at 65.6% of budget and expenses are at 52.3% of budget.

Total restricted and unrestricted funds are \$48.97 million for January 2024. This is an overall increase of \$3.84 million from January 2023.

Chairman Carmichael then recognized Brian Sartain to present the Engineering Reports. Mr. Sartain went over the January plan review in CityWorks. RWU reviewed close to 100 plan reviews this month in Cityworks. The reality is roughly 40-50 projects that require specific RWU approval. We are working with Freese & Nichols in gathering equipment data, including conversations with end users for inclusion of the improvements to the RPCF. The Walnut Street widening project is out for bid as well as S. 28th PI just west of I-49 and north of Pleasant Grove. Commissioner Greene asked about the participation on Walnut street between ARDOT and the City of Rogers. Sartain informed him of the total amount estimated from RWU. Sartain

responded RWU's estimate is roughly \$3M for both water and sewer. Brian then presented a map of the Pinnacle Golf Course sanitary sewer upsizing project to give the Commissioners an update on the progress of the project. He noted that we did find some ductile iron pipe on the job that could not be pipe burst. The Solids Handling PhII project is on schedule and will present RWU with a guaranteed maximum price in time for next month's Commission meeting. Brian then went over RWU's plan to supply water to Bentonville while they perform a repair on their 48" transmission main. The testing will begin on February 21. RWU is actively looking for other connections with our surrounding communities to increase our resiliency.

Chairman Carmichael then recognized Brent Dobler to present the Rogers Pollution Control Facility reports. He went over the DMR's, no issues to report. The FOG program inspections continue to go well. The RPCF is currently behind on solids production and is utilizing Springdale to process some of our solids, but this project has experienced some difficulties. He mentioned that we have had a total of 13 complaints since January of 2022. This correlates with the increased development in the area. We have our first odor meeting for these citizens at the end of this month.

Chairman Carmichael then recognized Brian Sartain to present RESOLUTION 24-04, DIRECTING PREPARATION OF A POLICY STATEMENT CONCERNING SEWER CAPACITY FOR PROPOSED NEW DEVELOPMENT; AND FOR OTHER PURPOSES. Brian explained that our latest hydraulic model shows some capacity restraints, by ADH definition, in our system. This will require a policy to be able to explain our stance along with a map describing the areas affected. RWU has already begun the draft, but it can become complex when you are dealing with so many types of development. From single family to large scale. RWU will work with planning to help finalize this policy and present it to the Commission at a future date. Commissioner McClure made a motion to approve RESOLUTION 24-04, DIRECTING PREPARATION OF A POLICY STATEMENT CONCERNING SEWER CAPACITY FOR PROPOSED NEW DEVELOPMENT, seconded by Commissioner Greene. All in favor, 4-0 Resolution 24-04 passed.

Chairman Carmichael then recognized Brian Sartain to present RESOLUTION 24-05, AMENDING APPENDIX D OF THE STANDARD SPECIFICATIONS FOR CONSTRUCTION OF PUBLIC WATER AND SEWER IMPROVEMENTS; AND FOR OTHER PURPOSES. This Resolution revises RWU's policy, regarding performance and payment bonds, to match with Arkansas State Statute. The bonds will now be filed with the County and the policy describes how long these will be held. An example of the Contractor's Final Payment Affidavit is attached to this Resolution. Commissioner Greene made a motion to approve RESOLUTION 24-05, AMENDING APPENDIX D OF THE STANDARD SPECIFICATIONS FOR CONSTRUCTION OF PUBLIC WATER AND SEWER IMPROVEMENTS; AND FOR OTHER PURPOSES. Commissioner McClure seconded. All in favor, 4-0, Resolution 24-05 passed.

Chairman Carmichael recognized Dobler to present RESOLUTION 24-06, APPROVING THE PURCHASE OF CERTAIN GEARBOXES FOR USE AT THE ROGERS POLLUTION CONTROL FACILITY; AUTHORIZING EXPENDITURE OF FUNDS FOR THE PURCHASE; WAIVING COMPETITIVE BIDDING; AND FOR OTHER PURPOSES. Dobler explained that this Resolution addresses two replacement gearboxes that must be purchased from the original equipment manufacturer as there are no alternative equipment manufacturers available. One of the gearboxes is a Flender, and the other is a Nord Helical. It was found that Robertson Electrical Mechanical Sales and Service of Van Buren, Arkansas can provide the needed OEM gearboxes in the amount of \$156,535.73. Commissioner McClure made a motion to pass RESOLUTION 24-06, APPROVING THE PURCHASE OF CERTAIN GEARBOXES FOR USE

AT THE ROGERS POLLUTION CONTROL FACILITY; AUTHORIZING EXPENDITURE OF FUNDS FOR THE PURCHASE; WAIVING COMPETITIVE BIDDING; AND FOR OTHER PURPOSES, Commissioner Sultemeier seconded the motion. All in favor, 4-0, Resolution 24-06 passed.

Chairman Carmichael then recognized Brent Dobler to present RESOLUTION 24-07, RENEWING A CONTRACT FOR PURCHASE AND REMOVAL OF BIOSOLIDS FROM THE ROGERS POLLUTION CONTROL FACILITY; AUTHORIZING CONTRACTING WITH AN ADDITIONAL FIRM; APPROVING THE ROTATIONAL SYSTEM; AND FOR OTHER PURPOSES. Dobler explained that RWU had three haulers at one time, two of those are no longer responding. Todd Beaver solicited for additional vendors and has an additional firm that would like to enter the existing rotational system in place at the plant, Horse Creek Cattle, LLC. Commissioner Greene made a motion to pass RESOLUTION 24-07, RENEWING A CONTRACT FOR PURCHASE AND REMOVAL OF BIOSOLIDS FROM THE ROGERS POLLUTION CONTROL FACILITY; AUTHORIZING CONTRACTING WITH AN ADDITIONAL FIRM; APPROVING THE ROTATIONAL SYSTEM; AND FOR OTHER PURPOSES. Commissioner McClure seconded. All in favor, 4-0, Resolution No. 24-07 passed.

Chairman Carmichael then recognized Brian Sartain to present RESOLUTION 24-08; APPROVING A REMOBILIZATION FEE FOR CCTV SERVICES; AND FOR OTHER PURPOSES. Brian explained that this policy addresses an issue we have been having with inspections. RWU mobilizes crews and equipment upon being notified by a contractor that their project is ready for inspection. This is a free service that RWU provides to make sure we are accepting a quality product. If RWU is called to inspect and then arrives to a pipeline that is not actually ready for inspection, the contractor will be charged a fee and put at the “back of the line”. Commissioner Greene made a motion to approve RESOLUTION 24-08; APPROVING A REMOBILIZATION FEE FOR CCTV SERVICES; AND FOR OTHER PURPOSES, Commissioner McClure seconded. All in favor, 4-0, Resolution 24-08 passes.

Chairman Carmichael then recognized Jered Sigmon to give a report of the Depository and Investment Policy Committee that met immediately before today’s Commission meeting. Jered went over RWU’s investments and interest-bearing accounts. As of 12/23, RWU had \$8M in our interest-bearing checking accounts and \$39M invested in CDs. He also went over interest income over the prior year. CDs in both water and sewer combined for \$1.4M in interest income. These are laddered to give us quick access to liquidity if that should ever be required. Our minimum reserves are updated every year per the policy formula. The minimum reserves that will be required for FY25 in Water will be \$14,459,000. In the Sewer department, \$14,856,000 will be required as a minimum reserve. Jered stated that he would need a motion for the Commission to approve the Depository and Investment report and the minimum reserve requirements for our upcoming FY25 budget. Commissioner Greene made a motion to accept the recommendation of the Investment and Depository committee. Seconded by Commissioner McClure. All in favor, 4-0, motion passed.

Chairman Carmichael then recognized Aaron Short to present a change order on the 2024 Pipe Bursting Contract. He stated that field operations has identified a 220’ section of sanitary sewer that needs to be re-lined. Since RWU already has an existing contract at an existing quoted price, RWU would like to add this section of sewer pipe to the existing contract via a change order in the amount of \$118,925. Staff recommends approval. Commissioner McClure made a motion to approve the change order in the amount of \$118,925 bringing the total price of the contract to \$768,650. The motion was seconded by Commissioner Sultemeier. All in favor, 4-0, motion passed.

With no further items on the Agenda, Chairman Carmichael adjourned the meeting at 5:02 pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'Brent Dobler', with a long horizontal stroke extending to the right.

Brent Dobler, Acting Secretary
File: rwwsmin 022024