

Rogers Waterworks and Sewer Commission

January 22, 2019

Minutes

The Rogers Waterworks and Sewer Commission held its rescheduled meeting at 4:00 PM Tuesday, January 22, 2019, in the Rogers Water Utilities Administration Building located at 601 S 2nd St. Present were Commissioners Kathy McClure, Travis Greene, Don Kendall, and Mike Watkins. Chairman Roger Surly was absent. Rogers Water Utilities staff present were Brent Dobler, Johnny Lunsford, Todd Beaver, Brian Sartain, Aaron Short, Jennifer Lattin, Jene' Huffman-Gilreath, Vera Hall, Patrick Pruitt, Debbie Putman, Jerry Roegner and Donna Wilson. Others in attendance were Lori Ericson from City of Rogers Community Development, Jerry Carmichael and Mandy Brashear from Rogers City Council, and Robert Frazier of the Frazier Law Firm. Acting Chairman Greene called the meeting to order at 4:04 PM.

Todd Beaver, RPCF Manager recognized Patrick Pruitt for fifteen (15) years of service at the RPCF with a gift of appreciation. The Commission expressed their appreciation.

A motion was made by Commissioner Don Kendall and second by Commissioner Kathy McClure to approve the minutes of the December 20, 2018 meeting as submitted. All in favor, motion carried.

Acting Chairman Greene recognized Jennifer Lattin, Controller to present the December 31, 2018 financial reports. Lattin stated that Water consumption for the month of December 2018 was down 1.14% from December 2017. Billed revenue was up .09%. The Water Department reported a profit of \$41,000 for the month ending December 31, 2018, and a profit of \$9,000 for the month ending December 31, 2017. Collections of access and impact fee revenue for F'Y' 19 are \$300,000, and are down from \$422,000 in F'Y' 18. Actual access and impact fee revenues are \$125,000 under budget in the Water Department for Fiscal Year 2019.

Sewer consumption for the month of December 2018 was down .84% from December 2017. Billed revenue was down .25%. The Sewer Department reported a profit of \$273,000 for the month ending December 31, 2018, and \$132,000 profit for the month ending December 31, 2017. Collections of access and impact fee revenue for F'Y' 19 are \$699,000, and are down from \$801,000 in F'Y' 18. Actual access and impact fee revenues are \$226,000 under budget in the Sewer Department for Fiscal Year 2019.

The Restricted and Unrestricted Funds Report show total funds are at \$37.5 million. \$7.8 million is restricted. The Unrestricted Funds are at \$12.5 million in Water and \$17.2 million in Sewer. Total funds on hand December 31, 2017 were \$34.0 million. The year to date profit in the Water Department is more than the prior year and ahead of budget. The year to date profit in the Sewer Department is also more than the prior year and ahead of budget. Year to date collections of access and impact fees are under budget in both the Water and Sewer Departments. Acting Chairman Greene ask about the Customer Damage expense. Lattin reviewed the spreadsheet and explained it

was significantly lower in FY'19 than in FY'18 because of a sewer backup last fiscal year that resulted in a large claim. There were no further questions.

Acting Chairman Greene recognized Brian Sartain, Utility Engineer for the presentation of the December engineering report. Sartain said that plan review remains very active. Valley West Ph II is a small multifamily development near 28th St and Walnut. One Uptown-Hachem is a multi use retail office space near Pauline Whitaker Parkway and Champions. Also the plans for the Rogers Fire Station #8 are underway and will be located across Pleasant Grove Rd from Shadow Valley. The Saltgrass Steakhouse will be located on JB Hunt Drive. The RPCF Train I Rehab is essentially complete just waiting for some light fixtures. The 10th and Rozelle Water and Sewer Project is approximately 75% complete. The RPCF Solids Handling Facility is ongoing. Sartain briefly addressed the street projects noting the various stages of design. He stated that Suez provided a Condition Assessment Report of an inspection that was performed November 13, 2018 for the 2,000,000 MG hydropillar storage tank located at 23rd and Lilac. He reviewed the recommendations for Tank I as being an interior renovation/recoat within 5 to 8 years, and an exterior overcoat in 3 to 5 years. The inspection of the 2,000,000 MG elevated water storage tank located at 11th Street was performed on December 12, 2018. The Condition Assessment Report recommendations include interior/exterior coatings with an interior renovation recommended, along with replacement of interior tank ladders, safety climb system, and roof vent, installation of flapper assembly at overflow pipe, and also a more complete condition assessment of concrete tank footings. The work stated in the recommendations was expected and this will work will be budgeted in the next Fiscal Year. Acting Chairman Greene asked about a cost estimate. Sartain said approximately \$900,000. There were no further questions.

Acting Chairman Greene recognized Todd Beaver, RPCF Manager to present the December Reports. The Discharge Monitoring Report had good results with no permit violations. He noted the Monthly FOG Inspection Report provides a list of FSE's that have been pumped throughout December. There were also 28 FSE inspections completed in December. As the Solids Handling Facility Project is underway, the plant is processing solids seven (7) days a week in order to make up for down time. 294.8 MG was treated in December with 84 MG additional flow treated with an average flow of 9.5 MGD. These flows included 4.07" of rain over 5 events. There were no questions.

Acting Chairman Greene recognized Johnny Lunsford, Construction and Maintenance Manager for presentation of the December Reports. Lunsford stated Field Ops had been very busy this past month with six (6) water breaks. There was significant time spent on replacing approximately 150' of sewer line that had collapsed on N 10th Street. The Lost Water is at 15% for the last twelve (12) months, 15% for calendar year 2018, and 21% for the month. The December average daily water usage was 7.75 MGD with a single daily use high of 9.31 MGD. There were no questions.

Acting Chairman Greene recognized Todd Beaver, RPCF Manager to request approval of Resolution No. 19-01 approving the purchase of a Flender Gear Reducer for use at the Rogers Pollution Control Facility; authorizing expenditure of funds for the purchase; waiving competitive bidding; and for other purposes. Commissioner Don Kendall made a motion, second by Commissioner Mike Watkins to approve Resolution No. 19-01 authorizing Rogers Water Utilities to purchase the needed Flender Gear

Reducer from JCI Industries, Inc. of Joplin, Missouri, and authorizes expenditure up to, and including, \$59,520 as submitted. This is not a budgeted item. All in favor, motion carried.

Acting Chairman Greene recognized Jennifer Lattin, Controller requesting approval of Resolution No. 19-02 a renewed agreement with the Office of Human Concern for the Help 2 Others (H2O) customer assistance program attached hereto as Exhibit 1. The term of this Agreement begins February 1, 2019 and shall continue for a period of one (1) year from the Effective Date. At the end of the initial term and any renewal term, this Agreement shall automatically renew for an additional one-year term, up to a maximum of seven (7) years as permitted by law. The original contract with the Office of Human Concern was from 2006 and had no amendments or changes. Commissioner Kathy McClure asked if the customer could receive \$50 per month assistance. Lattin replied only one maximum payment of \$50 will be made per household per calendar year. Commissioner Kathy McClure made a motion, second by Commissioner Don Kendall to approve Resolution No. 19-02 a renewed agreement with the Office of Human Concern for the Help 2 Others (H2O) customer assistance program. There were no further questions. All in favor, motion carried.

Brian Sartain, Utility Engineer requested approval of a Change Order to the 2018 Miscellaneous Water and Sewer Replacement Contract with Cisneros Family Construction in the amount of \$60,306. Sartain said the majority of the costs will cover additional trenching that was needed for the unanticipated replacement and lowering of sewer services and providing additional full-depth trench backfill. Commissioner Kathy McClure asked if Cisneros Family Construction would have still been the low bidder including the change order costs. Sartain replied yes. Commissioner Kathy McClure made a motion, second by Commissioner Don Kendall to approve the total amount of \$60,306 for the Change Order to the 2018 Miscellaneous Water and Sewer Replacement Contract with Cisneros Family Construction. There were no further questions. All in favor, motion carried.

With no further business, Acting Chairman Travis Greene adjourned the meeting at 4:34 PM.

Respectfully submitted,



Brent Dobler, Acting Secretary/djw

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