

Rogers Waterworks and Sewer Commission

February 16, 2016

Minutes

The Rogers Waterworks and Sewer Commission held its rescheduled meeting at 4:00 PM Tuesday, February 16, 2016 in the Rogers Water Administration Building. Present were Commissioners Kathy McClure, Travis Greene, Roger Surly, Jene' Huffman-Gilreath, and Don Kendall. Present was Rogers Water Utilities staff Earl Rausch, Brent Dobler, Johnny Lunsford, Robert Moore, Brian Sartain, Joyce Johnson, Jennifer Lattin, Randy Watson, Vera Hall, Adam Peterson, Ken Daugherty, and Donna Wilson. Others in attendance were Robert Frazier of the Frazier Law Firm, and Chris Buntin, Brandon Rush, Larry Gregory and Jerry Martin of Garver, LLC. Chairman Surly called the meeting to order at 4:00 PM.

Chairman Surly recognized Brent Dobler, RWU Operations Manager to present Ken Daugherty with a gift of appreciation and a certificate to commemorate fifteen (15) years of service. Dobler announced that Daugherty has been recently promoted as the Service and Meter Reader Team Leader. Adam Peterson was also awarded a gift and certificate for ten (10) years of service with Rogers Water Utilities. The Commission expressed appreciation to both recipients for their service.

There was a motion by Commissioner Travis Greene, second by Commissioner Jene' Huffman-Gilreath to approve the minutes of the January 19, 2016 meeting as submitted. All in favor, motion carried.

Chairman Surly recognized Joyce Johnson, Utilities Controller for the presentation of the January 2016 financial reports. Johnson stated that water consumption for the month of January 2016 was down 2.08% from January 2015. Billed revenue was up 15.03%. The Water Department reported a loss of \$57,000 for the month ending January 31, 2016, and a loss of \$66,000 for the month ending January 31, 2015. Collections of access and impact fee revenue for Fiscal Year 2016 are \$363,000, and are up from \$284,000 in Fiscal Year 2015. Actual access and impact fee revenues are \$90,000 over budget in the Water Department for Fiscal Year 2016.

Sewer Consumption for January 2016 was down 2.68% from January 2015. Billed revenue was down 0.32%. The Sewer Department reported a profit of \$162,000 for the month ending January 31, 2016, and \$225,000 profit for the month ending January 31, 2015. Collections of access and impact fee revenue for Fiscal Year 2016 are \$759,000, and are up from \$670,000 in Fiscal Year 2015. Actual access and impact fee revenues are \$206,000 over budget in the Sewer Department for Fiscal Year 2016.

The Restricted and Unrestricted Funds Report show total funds are \$33.6 million. \$9.2 million is restricted. The unrestricted funds are at \$9.8 million in Water and \$14.6 million in Sewer. Total funds on hand at January 31, 2015 were \$30.1 million. There were no questions.

Chairman Surly recognized Earl Rausch, Utility Superintendent for the presentation of the Engineering and RPCF Reports. Rausch stated that new development projects from various locations are still coming in for review. Commissioner Greene asked what is the ROG Apron. Rausch said it was the relocation of the waterline of the new Apron at the Rogers Airport. With no further questions on the Engineering Reports, Rausch said the water tower at Prairie Creek is being cleaned and bacteriological testing will be completed soon. He noted that the bridges for the Razorback Greenway Pedestrian Trails will be bidding soon. There were no questions. Rausch pointed out that the RPCF flow is still higher than usual due to the excess amount of ground water. Robert Moore, RPCF Manager said that approximately 8-8.5 MGD is currently being treated at the plant. There were no questions regarding the RPCF Report.

Chairman Surly recognized Brent Dobler to present the Operation Reports. Dobler pointed out decreased activity in the various departments, resulting in the large volume of recent water breaks that required additional manpower to assist in making repairs. One boil order was issued and there was one sanitary sewer overflow reported. The Lost Water Report is at 15% for the last twelve (12) months, and 25% for the month. The January average daily water usage was 6.86 MGD with a single daily use high of 8.65 MGD. The bid opening for the meter change out program is scheduled for February 26, 2016 at 3:00 PM. There were no questions.

Earl Rausch introduced Chris Buntin of Garver Engineering to present the results of the Comprehensive Water Master Plan as it related to cost and capital improvements needed to meet future water demands. In this study the existing water system proves to be performing well. However, using population projections and future buildout scenarios, it was indicated that significant capital improvements are needed to accommodate continued growth and additional future water demands. Chairman Surly asked about a timeline. Buntin replied approximately 35-50 years. Twelve (12) projects were identified with an estimated cost of \$228 million. There were no further questions. A motion was made by Commissioner Huffman-Gilreath, second by Commissioner Don Kendall to approve Resolution 16-01 as submitted which adopts the Comprehensive Water Master Plan prepared by Garver, LLC as the master plan for the Rogers Municipal Water System, including, without limitation, extension of the Rogers Water Utilities water service boundary as proposed in the Master Plan. All in favor, motion carried.

Earl Rausch announced the meeting results of the Investment Policy Committee. It was agreed to postpone the development of a depository board due to staff changes and develop a procedure for banker qualification. It is recommended to proceed after the budget is closed for the new Fiscal Year.

Chairman Surly recognized Brian Sartain, Design Engineer to present the results from a bid opening held January 26, 2016 for the reconstruction of Perry Road for the City of Rogers. The utilities portion of the City Street Project on Perry Road consists of water and sewer replacements and extensions. The low bidder was Decco Contractors-Paving, who submitted a bid totaling \$6,237,795.91. The utilities portion of this bid is \$657,180.05 which is the lowest utility bid. Staff recommends approval of the bid by Decco Contractors-Paving and reimbursement of city bonds in the amount of \$657,180.05 for water and sewer utility work. Commissioner Kathy McClure made a motion, second

by Commissioner Jene' Huffman-Gilreath to approve the bid from Decco Contractors-Paving in the amount of \$657,180.05. All in favor, motion carried, and Commissioner Travis Greene abstained. With no further business, Chairman Surly adjourned the meeting at 4:45 PM.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Earl Rausch".

Earl Rausch, Acting Secretary/djw

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