

Rogers Waterworks and Sewer Commission

April 18, 2016

Minutes

The Rogers Waterworks and Sewer Commission held its regular scheduled meeting at 4:00 PM Monday, April 18, 2016 in the Rogers Water Administration Building. Present were Commissioners Roger Surly, Travis Greene, and Jene' Huffman-Gilreath. Commissioner Kathy McClure arrived at 4:08 PM. Commissioner Don Kendall was absent. Present was Rogers Water Utilities staff Earl Rausch, Johnny Lunsford, Brent Dobler, Joyce Johnson, Jennifer Lattin, Stephen Ponder, Robert Moore, Michelle Williams, Keith Carpenter, Vera Hall, Donna Wilson, and Jordan Waterhouse. Others in attendance were Robert Frazier of the Frazier Law Firm. Chairman Surly called the meeting to order at 4:00 PM.

Johnny Lunsford, Construction and Maintenance Manager recognized Keith Carpenter Field Technician II with a gift of appreciation and a certificate to commemorate (15) fifteen years of service. Also Paul Burns the Pretreatment Coordinator for RPCF, celebrated (20) twenty years of service. He was not present. The Commission expressed appreciation for their service.

There was a motion by Commissioner Travis Greene, second by Commissioner Jene' Huffman-Gilreath to approve the minutes of the March 21, 2016 meeting as submitted. All in favor, motion carried.

Chairman Surly recognized Joyce Johnson, Utilities Controller for the presentation of the March 2016 financial reports. Johnson stated that water consumption for the month of March 2016 was up 18.76% from March 2015. Billed revenue was up 30.64%. The Water Department reported a profit of \$1,000 for the month ending March 31, 2016, and a loss of \$76,000 for the month ending March 31, 2015. Collections of access and impact fee revenues are \$127,000 over budget in the Water Department for Fiscal Year 2016.

Sewer consumption for March 2016 was up 17.08% from March 2015. Billed revenue was up 11.47%. The Sewer Department reported a profit of \$203,000 for the month ending March 31, 2016, and \$168,000 profit for the month ending March 31, 2015. Collections of access and impact fee revenue for Fiscal Year 2016 are \$958,000, and are up from \$859,000 in Fiscal Year 2015. Actual access and impact fee revenues are \$247,000 over budget in the Sewer Department for Fiscal Year 2016.

The Restricted and Unrestricted Funds Report show total funds are \$34.2 million. \$9.3 million is restricted. The unrestricted funds are at \$10.0 million in Water and \$14.9 million in Sewer. Total funds on hand at March 31, 2015 were \$30.8 million. Johnson reported that early

redemption of the City of Rogers, Arkansas Water Revenue Refunding Bonds, Series 2008-B is being processed. Chairman Surly asked for the amount of savings determined, and Johnson replied approximately \$400,000 savings in interest. There were no further questions.

Chairman Surly recognized Earl Rausch, Utilities Superintendent for the presentation of the Engineering and RPCF Reports. Rausch reported on the city street projects that are in progress. Growth is moving forward in the downtown areas and also along I-49. Commissioner Greene asked about the Foxbriar Subdivision. Rausch said it is located behind the Longview Trailer Park and currently is in the process of restarting subdivision construction. The Osage Creek Monitoring Report results will be available next month. Rausch said we are currently seeking costs for the replacement of a major component for the sludge dryer. The quote from Thermaflite is \$107,143.25 and other suppliers are being researched. There were no further questions.

Chairman Surly recognized Brent Dobler, Operations Manager for presentation of the Operation Reports. Dobler briefly discussed the activities using the departmental graphs. The increased locates reflect the continued growth and construction. Commissioner McClure asked if the fewer amount of shutoffs are likely related to the courtesy phone calls being made one day prior to the actual disconnection. Dobler said he would like to credit the pre-calls to fewer shutoffs, and we do see less hours required of field personnel in this area. However, we cannot prove that correlation. He also noted that we have focused leak detection in the lake area where major leaks could go unnoticed more easily. Chairman Surly asked if the private line sewer back-ups are due to grease. Lunsford replied mostly grease and tree roots.

The Lost Water Report is at 16% for the last (12) twelve months, while being at 23% for the calendar 2016 and 22% for the month. The March average daily water usage was 7.06 MGD with a single daily use high of 8.01 MGD. Dobler said the meter change out program is moving forward with hopes to start the process next month. The Badger Recordall water meters have been ordered and the ITron radio transmitter order will be placed soon. There were no further questions.

Chairman Surly recognized Michelle Williams, Office Manager to present the Annual Report for the RWU Identity Theft Prevention Program (Red Flag Policy). The Annual Report was approved having no exceptions of identity theft. There were no questions. Commissioner Huffman-Gilreath made a motion, second by Commissioner McClure to approve the Annual Report as submitted. All in favor, motion carried.

Chairman Surly recognized Jennifer Lattin, Senior Accountant to present the bid results for RWU Property Insurance held on April 12, 2016. One bid was received from Rogers Insurance

Agency with a \$10,000 deductible in the amount of \$43,959 including earthquake coverage. This amount represents an increase of \$389 from the previous year. Chairman Surly asked if we had filed any claims. Since 2012, RWU has filed one claim, resulting from a small fire at the Pollution Control Facility. That claim was filed in May 2014 for \$7,000. A motion was made by Commissioner Kathy McClure, second by Commissioner Jene' Huffman-Gilreath to accept the property insurance bid from Rogers Insurance Agency with a \$10,000 deductible including earthquake coverage in the amount of \$43,959 as submitted. All in favor, motion carried.

Operations Manager Dobler requested approval to purchase a new sewer flushing trailer (state bid) in the amount of \$56,000. This was a budgeted item. The trailer will allow us to maintain sewer lines in remote areas that are difficult for our trucks to access. Commissioner Jene' Huffman-Gilreath made a motion, second by Commissioner Travis Greene to purchase a new sewer flushing trailer in the amount of \$56,000. All in favor, motion carried.

Earl Rausch presented a change order for the Bellview Rd Project (Walnut Street at Lake Atalanta) to install 1,030 LF (8) eight inch DIP Waterline in the amount of \$103,035. Commissioner Kathy McClure made a motion, second by Commissioner Jene'Huffman-Gilreath to approve the change order with Crossland Heavy Contractors in the amount of \$103,035 for the Bellview Rd Project (Walnut Street at Lake Atalanta) as submitted. All in favor, motion carried.

Rausch also requested approval to table the bid opening results from April 13, 2016 for the trenchless sanitary sewer replacement, Ph I as it was discovered that a portion of this in Rolling Oaks Subdivision is located in Little Flock which is outside the city limits of the City of Rogers. Commissioner Jene' Huffman-Gilreath made a motion, second by Commissioner Kathy McClure to table the April 13, 2016 bid results for the trenchless sanitary sewer replacement, Ph I as submitted. All in favor, motion carried.

With no further business the meeting was adjourned at 4:41 PM.

Respectfully submitted,



Earl Rausch, Acting Secretary/djw

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