

# **Rogers Waterworks and Sewer Commission**

**May 16, 2016**

## **Minutes**

The Rogers Waterworks and Sewer Commission held its regular scheduled meeting at 4:00 PM Monday, May 16, 2016 in the Rogers Water Administration Building. Present were Commissioners Roger Surly, Don Kendall, and Kathy McClure. Commissioner Travis Greene was absent. Present was Rogers Water Utilities staff Earl Rausch, Brent Dobler, Johnny Lunsford, Brian Sartain, Stephen Ponder, Joyce Johnson, Jennifer Lattin, Randy Watson, David Staib, Vera Hall, and Donna Wilson. Others in attendance were Robert Frazier of the Frazier Law Firm, Lance Jobe Project Engineer for the City of Rogers, and Jene' Huffman-Gilreath. Chairman Surly called the meeting to order at 4:00 PM.

Chairman Surly recognized Earl Rausch, Utilities Superintendent to announce the Resignation of Commissioner Jene' Huffman-Gilreath. The RWWSC expressed appreciation for her service and as a representative on the NACA Board. There was a motion by Commissioner Don Kendall, second by Commissioner Kathy McClure to accept the immediate resignation of Jene' Huffman-Gilreath. All in favor, motion carried.

A motion was made by Commissioner Kathy McClure, second by Commissioner Don Kendall to approve the minutes of the April 18, 2016 meeting as submitted. All in favor, motion carried.

Chairman Surly recognized Joyce Johnson, Utilities Controller for the presentation of the April 2016 Financial Reports. Johnson stated that water consumption for the month of April 2016 was up 6.05% from April 2015. Billed revenue was up 20.54%. The Water Department reported a profit of \$118,000 for the month ending April 30, 2016, and a loss of \$80,000 for the month ending April 30, 2015. Collections of access and impact fee revenue for F'Y' 16 are \$625,000, and are up from \$434,000 in F'Y' 15. Actual access and impact fee revenues are \$235,000 over budget in the Water Department for Fiscal Year 2016.

Sewer consumption for April 2016 was up 5.13% from April 2015. Billed revenue was up 4.33%. The Sewer Department reported a profit of \$393,000 for the month ending April 30, 2016, and \$171,000 profit for the month ending April 30, 2015. Collections of access and impact fee revenue for F'Y' 16 are \$1,222,000, and are up from \$934,000 in F'Y' 15. Actual access and impact fee revenues are \$433,000 over budget in the Sewer Department for Fiscal Year 2016.

The Restricted and Unrestricted Funds Report show total funds are at \$35.0 million. \$11.5 million is restricted, including \$2.2 million to call the 2008-B Water Bonds. The Unrestricted Funds are at \$8.3 million in Water and \$15.2 million in Sewer. Total funds on hand at April 30, 2015 were \$30.5 million. There were no questions.

Chairman Surly recognized Earl Rausch for the presentation of the Engineering and RPCF Reports. Rausch referred to the location map indicating that W Walnut St is experiencing commercial growth. He reported on the progress of the city street projects and the commercial remodels. The Osage Creek Monitoring Report shows normal sample results. There were no questions.

Chairman Surly recognized Brent Dobler, Operations Manager for presentation of the Operation Reports. He gave a briefing on the various department activities. He noted that locates has leveled off compared to last year. The service calls are in line compared to the previous totals. Shutoffs have decreased from the previous month. With both units operating, the TV Inspection increased to 15,695 ft. There was 29,109 ft of sewer line flushed.

The Lost Water Report is at 16% for the last (12) twelve months, while being at 23% for calendar 2016 and 24% for the month. The April average daily water usage was 8.03 MGD with a single daily use high of 9.73 MGD. Dobler said he hopes to see improved results now that the new meter change out program is actively in place. He referred to a new graph showing the status of the new meters being changed out in a given area. There were no questions.

Earl Rausch presented Resolution No. 16-05, a Management Consultant Services Agreement with Jene' Huffman-Gilreath (Consultant) for an immediate need to provide general administrative supervision of the RPCF and to evaluate a permanent replacement for the Plant Manager as the late Robert Moore, Plant Manager, recently passed away. Rogers Water Utilities desires to contract with Jene' Huffman-Gilreath (Consultant) as she is familiar with the RPCF and with RWU from her many years of service on the Rogers Waterworks and Sewer Commission and is well qualified to provide these services. Commissioner Don Kendall made a motion, second by Commissioner Kathy McClure to approve Resolution No. 16-05, the Management Consultant Services Agreement as submitted. All in favor, motion carried.

Chairman Surly addressed Joyce Johnson to present the Highlights on the proposed Budget for Fiscal Year 2017. She briefed the Commission on the Meter Change-Out Program, Staffing Changes, Optional Bond Call and Reserve Levels. Johnson discussed specific areas and changes deemed necessary for the utility to reach its goals. After much discussion on the budget, Johnson asked for the Commission's approval of the 2017 Fiscal Year Budget.

Commissioner Kathy McClure made a motion and Commissioner Don Kendall second to approve the proposed Budget for Fiscal Year 2017 as submitted. All in favor, motion carried.

Earl Rausch presented Resolution No. 16-06 authorizing and approving entering into an agreement establishing the Northwest Arkansas Nutrient Trading Research and Advisory Group. Robert Frazier of the Frazier Law Firm gave a brief explanation of the Rogers Water Utilities participation in the group. There were no questions. Commissioner Kathy McClure made a motion, second by Commissioner Don Kendall to approve Resolution No. 16-06 as submitted. All in favor, motion carried.

Continuing Rausch presented Resolution No. 16-07 authorizing and approving an agreement with the City of Rogers concerning the joint membership of the Rogers Waterworks and Sewer Commission and the City of Rogers in the Northwest Arkansas Nutrient Trading Research and Advisory Group. A motion was made by Commissioner Don Kendall, second by Commissioner Kathy McClure to approve Resolution No. 16-07 as submitted. All in favor, motion carried.

Chairman Surly recognized Brian Sartain, Design Engineer to present the April 13, 2016 bid results of the Trenchless Sanitary Sewer Replacement, PH I. Resolution No. 16-08 authorizes a trenchless sanitary sewer line replacement with a portion in Rolling Oaks Subdivision which is located outside the City limits of Rogers and within the City limits of Little Flock. The low bidder was PM Construction and Rehab LLC in the amount of \$389,090.00. Commissioner Don Kendall made a motion, second by Commissioner Kathy McClure to approve Resolution No. 16-08 to authorize PM Construction and Rehab LLC for replacement of a trenchless sanitary sewer line in the amount of \$389,090.00 as submitted. All in favor, motion carried.

With no further business, the meeting was adjourned at 5:14 PM.

Respectfully submitted,



Earl Rausch, Acting Secretary/djw

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