

Rogers Waterworks and Sewer Commission

June 17, 2019

Minutes

The Rogers Waterworks and Sewer Commission held its scheduled meeting at 4:00 PM Monday, June 17, 2019, in the Rogers Water Utilities Administration Building located at 601 S 2nd St. Present were Commissioners Travis Greene, Kathy McClure, and Mike Watkins. Commissioner Don Kendall and Roger Surly was absent. Present was Rogers Water Utilities staff Brent Dobler, Johnny Lunsford, Jene' Huffman-Gilreath, Jennifer Lattin, Brian Sartain, Aaron Short, Matthew Savell, Mark Landis, Pat Sharp, David Staib, Dana Daniel, Ken Daugherty, Sean Dagestad, Terry Edwards, Kathy Clay, Vera Hall, Debbie Putman, Adan Perez, and Donna Wilson. Also in attendance was Shannon Jones from RJN Group, and Robert Frazier of the Frazier Law Firm. Chairman Kathy McClure called the meeting to order at 4:00 PM.

Chairman McClure recognized Brian Sartain, Utility Engineer to award a certificate and gift of appreciation to Vera Hall for fifteen (15) years of service to the utility. The Commission expressed their appreciation.

Jene' Huffman-Gilreath presented certificates for completing the Leadership Academy I to the following: Kathy Clay, Mark Landis, Pat Sharp, David Staib, Adan Perez, Ken Daugherty, Johnny Lunsford, Aaron Short, Sean Dagestad, Adam Peterson, and Terry Edwards. The Commission expressed their congratulations.

A motion was made by Commissioner Travis Greene and second by Commissioner Mike Watkins to approve the minutes of the May 20, 2019 meeting as submitted. All in favor, motion carried.

Chairman McClure recognized Jennifer Lattin, Controller to present the May 31, 2019 financial reports. Lattin stated that Water consumption for the month of May 2019 was down 2.44% from May 2018. Billed revenue was down 1.49%. The Water Department reported a loss of \$20,000 for the month ending May 31, 2019, and a loss of \$8,000 for the month ending May 31, 2018. Collection of access and impact fee revenue for F'Y' 19 are \$520,000, and are down from \$692,000 in F'Y' 18. Actual access and impact fee revenues are \$259,000 under budget in the Water Department for Fiscal Year 2019.

Sewer consumption for May 2019 was up .16% from May 2018. Billed revenue was up .43%. The Sewer Department reported a profit of \$222,000 for the month ending May 31, 2019, and \$279,000 profit for the month ending May 31, 2018. Collection of access and impact fee revenue for F'Y' 19 are \$1,189,000, and are down from \$1,367,000 in F'Y' 18. Actual access and impact fee revenues are \$506,000 under budget in the Sewer Department for Fiscal Year 2019.

Lost water is at 16% for the last twelve months, while being at 23% for calendar 2019 and 28% for the month.

The Restricted and Unrestricted Funds Report show total funds are at \$38.2 million. \$6.6 million is restricted. The unrestricted funds are at \$13.1 million in Water and \$18.6 million in Sewer. Total funds on hand at May 31, 2018 were \$35.8 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 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. There were no questions.

Chairman McClure recognized Brian Sartain, Utility Engineer for the presentation of the May Engineering Report. Sartain said there was eight (8) new project submittals in plan review and noted residential subdivisions outnumber multifamily development including Scissortail Phase 3 and also Timber Ridge Phase 2. Distribution of projects continue to be along the I-49 corridor as well as on the West side of town, including some in the downtown area. We will be drafting the RFQ for the yearly Professional Services, Wastewater Master Plan, and the RPCF Train 2 Rehabilitation (Phase I has been completed). Sartain gave an update of the construction projects indicating that we are expecting a July start date for the Pleasant Grove Rd Phase 3 Project. The Walnut St Project is currently undergoing right of way and utility easement acquisitions and will bid in the fall, also the Arkansas St Project will have a fall bid date as well. The field ops team has completed the 1st Street Project (Walnut to Chestnut) and will continue to work on downtown improvements in coordination with the Street Dept. The Sunbridge and Price Alley Project is underway and going well. Sartain shared some photos of the Solids Handling Facility Project that is underway. There were no questions.

David Staib, RPCF Operations Team Leader presented the May reports. The Discharge Monitoring Report had no permit violations. Staib did note a correction for the suspended solids 7 day average should read 0.9 not 223.9. The Industrial Pretreatment Program is going well with control monitor sampling at Glad Mfg and Pel Freez. He noted the surcharges for Ozark Mountain Poultry and Tyson's Chick N Quick. Students from Lingle Middle School participated in an Educational Outreach Program participating in a hands-on water filtration project and pH project discussing the concept of acid/neutral/base. Information was provided how to reduce water pollution and explained the Clean Water Act. The FOG summary reported approximately (20) twenty FSE's were visited with routine inspections also additional follow up inspections to establish an adequate pumping frequency. The AMP (unaware of a required interceptor) was discovered to have never been pumped since its opening. A follow up inspection will be scheduled. We are still working with the Nocardia issue. The sewer department provided assistance using the vac con to remove the Nocardia from the treatment trains and has been moved to the drying pad for later disposal. The mapping has been completed on the PLC Project. Much of the equipment has been purchased and they are drawing up the results of the field survey in CAD. Both violations noted on the ADEQ report have been addressed. The violation with the storm water permit was due to the temporary condition of solids being stored which was resulted from the Solids Handling Project. 354 MG was treated in May with 144 MG additional flow treated with an average flow of 10.3 MGD including 10.26" of rain over (13) thirteen rain events. There were no questions.

Chairman McClure recognized Johnny Lunsford, Construction and Maintenance Manager for presentation of the May Operation Reports. Lunsford stated that our water crews have spent most of their time at the 1st Street Project. There were (2) two mainline breaks reported. One of the camera vans is down, waiting on parts for repair. 1,269 was a record month for locates. Chairman McClure ask if improvement had been made with the boring contractors. Lunsford replied yes, there are little to no problems now. There were no further questions.

Dana Daniel, Human Resources Director presented Resolution No. 19-10 (Exhibit 1 attached) amending the Compensation Administration Policy for Rogers Water Utilities: amending the merit pay policy to provide a procedure for evaluation of the Superintendent. Commissioner Travis Greene made a motion, second by Commissioner Mike Watkins to approve Resolution No. 19-10 (Exhibit 1 attached) as submitted. All in favor, motion carried.

Brian Sartain, Utility Engineer presented the Facilities Extension Agreement for the Crescent View Subdivision, which includes a provision for reimbursement of construction costs for a portion of waterline extension along Shores Avenue. Staff recommends approval of reimbursement to the Sewell Family Development in the amount of \$91,839.58 upon completion of the work. Commissioner Travis Greene made a motion, second by Commissioner Mike Watkins to approve the Facilities Extension Agreement in the amount of \$91,839.58 to the Sewell Family Development for the Shores Waterline Extension. All in favor, motion carried.

Sartain continued with a proposed Engineering Plan Review Fee Schedule. Staff recommends approval of the Proposed Plan Review Schedule as submitted to become effective for all new first project submittals July 1, 2019. Commissioner Mike Watkins made a motion, second by Commissioner Travis Greene to approve the Proposed Engineering Plan Review Fees as submitted. All in favor, motion carried.

Sartain recognized Shannon Jones of RJN Group, to present a summary of the findings of the Blossom Way Sewer Assessment to evaluate 7,000 linear feet of 30" and 42" diameter fiberglass reinforced sewer pipe. This pipe is located on the west side of I-49 along the Blossom Way Creek from Pauline Whitaker Pkwy to New Hope Rd. There were nine out of twenty one (9/21) line segments identified with visible cracks. As part of the study, RJN assigned a score to each section of pipe and then recommended a prioritization of repair projects based on the criticality of the segment of line. The summary of recommendations include an immediate need to address visible cracking in the 42" pipe segments at two locations: along New Hope Rd on the north end of the studied area, and two segments of 42" sewer crossing Blossom Way Creek south of Pauline Whitaker Parkway. These segments are deemed to be most critical due to the lack of a bypass pipe, and failure of the pipe would require an emergency repair with bypass pumping. RJN recommends complete replacement of these pipe segments. No action was taken.

With no further business, Chairman McClure adjourned the meeting at 4:43 PM.

Respectfully submitted,



Brent Dobler, Acting Secretary/djw

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