

Rogers Waterworks and Sewer Commission

August 19, 2013

Minutes

The Rogers Waterworks and Sewer Commission held its regular meeting at 4:00 PM on Monday, August 19, 2013, in the Rogers Water Utilities Administration Building. Present were Commissioners Don Kendall, Roger Surly, Travis Greene, Kathy McClure and Jene' Huffman-Gilreath. Rogers Water Utilities staff in attendance were Joyce Johnson, Johnny Lunsford, Robert Moore, Jordan Waterhouse, Jennifer Lattin, William Evans, Vera Hall and Earl Rausch. Others in attendance were City Attorney Ben Lipscomb, Deputy City Attorney Jim Clark, City Planner Derrel Smith and Stephen Jeffus of the RJN Group. Chairman Don Kendall called the meeting to order at 4:01 PM.

There was a motion by Surly, second by Huffman-Gilreath to approve the minutes of the July 22, 2013 regular meeting as submitted. All in favor, motion carried.

Chairman Kendall recognized Joyce Johnson, Utilities Controller. Johnson presented the financial reports for July 2013. Johnson stated the water department had a profit of \$89,000 for July 2013 as compared to a profit of \$192,000 for July 2012. Water consumption for July 2013 was down 19.79% from July 2012. The access and impact fee revenues were \$81,000 up from the \$47,000 in 2012. The sewer department had a profit of \$292,000 for July 2013 as compared to a profit of \$318,000 for July 2012. The collection of access and impact fees was \$151,000 up from \$71,000 for July 2012. The lost of water is at 10% for the last twelve months, while being 19% for calendar 2013 and 19% for the month as indicated on the lost water report. As you can see on the financial statements, RWU profit is running behind the prior year. The primary reason is the cessation of the drought conditions of the past three years. Johnson asked if there were any questions. There were none.

Chairman Kendall recognized Earl Rausch, Interim Utility Superintendent for the Staff report. Rausch stated the July department reports indicated normal operation. The engineering report shows the sewer rehabilitation phase 1 is finished. The pollution control DMR shows test results for the 30 day phosphorus is at 0.32 mg/l (permit is 1 mg/l) and the total phosphorus results in Osage Creek appears to be trending up due to the increase in rain fall. The fats, oils & grease (FOG) program inspected fifteen restaurants in July and industrial pretreatment program reviewed three industries. The water department set or changed out 105 water meters and 657 location markings were performed. The sewer department performed 110,286 feet of sewer line flushing and 12,710 feet of sewer line camera work. There were 19 customer sewer backups and no sewer manhole over flows. Rausch asked if there were any questions. There were none.

Chairman Kendall recognized Robert Moore for the sludge testing update. Moore stated the sampling and testing to be certified Class A sludge is proceeding. This process will take several more months and during that time, RWU will continue hauling dry sludge to Kansas. Huffman-Gilreath asked how many loads are being hauled to Kansas per week. Moore stated the average number of loads is now two instead of ten. Surly asked if RWU has a business plan to sell the sludge once we achieve the Class A classification. Moore stated our preferred business plan would be selling the sludge to a fertilizer company and to have this company pick up the sludge weekly. The facility is limited in storage space. Moore asked if there were any questions. There were none.

Chairman Kendall recognized Earl Rausch, Interim Utility Superintendent for an update on the sludge dryer contract. Rausch stated Crossland Construction has completed the sludge dryer contract and RWU has informed the contractor that the liquidated damages will be \$312,000 for days past the contract completion date. Crossland Construction is now in the process of completing the punch list items and providing operation and maintenance manuals.

Chairman Kendall recognized William Evans, Water Field Operation Supervisor. Evans stated that the Badger meters supplier (Henard Utility Products Inc.) has offered to include a Badger Trimble meter reader at no cost if we purchase 300 meters in one order. The purchase price of the 300 meters will be \$72,352.13. This purchase will require Commission approval since the purchase amount is greater than \$20,000. The meters are in the budget. The water department has three Badger Trimble meter readers and will need five to replace the existing Sensus meter readers. Chairman Kendall asked if RWU needs these meters. Evans stated the water department set or changed out 105 meters in July and this 300 meter order will not last long. There was a motion by Huffman-Gilreath, second by Chairman Kendall, to purchase the Badger water meters with meter reader for \$72,352.13. All in favor, motion carried.

Chairman Kendall recognized Johnny Lunsford, Sewer Field Operation Supervisor. Lunsford stated the sewer department has discovered that the cable reel in one of the two camera trucks needs replaced. The purchase price of the replacement reel is \$30,465.21. This purchase will require Commission approval since the purchase amount is greater than \$20,000. The sewer department has budgeted \$30,000 to replace a sewer camera but will use the camera funds to replace the cable reel instead. There was a motion by Huffman-Gilreath, second by Surly, to purchase the cable reel for the camera truck for \$30,465.21. All in favor, motion carried.

Chairman Kendall recognized Johnny Lunsford, Sewer Field Operation Supervisor. Lunsford requested the approval of the Commission to waive competitive bidding so the Utility can enter into a contract with Corgil Construction for \$89,385.50. Corgil Construction is a sewer manhole rehabilitation contractor that sprays hydrogen sulfide resistant grout on the interior surfaces of existing manholes. This contractor will also replace manhole frame and lids if RWU determines it is necessary. City Attorney Lipscomb asked if there are other contractors that perform this type of work in the area. Lunsford stated Corgil Construction is located in Greenwood, AR and he was

not aware of other contractors located within the area. There was a motion by McClure, second by Surly, to waive competitive bidding and enter into a contract with Corgil Construction for \$89,385.50. All in favor, motion carried.

Chairman Kendall recognized Johnny Lunsford, Sewer Field Operation Supervisor. Lunsford requested the approval of the Commission to enter into a professional service agreement with RJN Group, Inc. of Dallas, Texas for \$480,846.13. The purpose of the professional service agreement is for a Sanitary Sewer Evaluation Study (SSES) of the sewer collection system. This study entails flow monitoring of 49 sub-basins and a detail study of one sub-basin. Lunsford stated the consultant was selected by a committee made up of three representatives from the engineering department and three representatives from the sewer department. Three consulting firms submitted proposals and RJN Group was selected as outlined in the request for qualification. Lunsford stated he did not participate in the selection process since Morrison-Shipleigh Engineers had partnered with RJN Group and his wife works for Morrison-Shipleigh Engineers. Surly asked about the funding source for the project. Lunsford stated the yearly sewer rehabilitation funding would be used to fund the study. There was a motion by Huffman-Gilreath, second by McClure, to enter into a professional agreement with the RJN Group, Inc. for \$480,846.13. All in favor, motion carried.

Chairman Kendall adjourned the meeting at 5:00 PM.

Respectfully submitted,



Earl Rausch, Acting Secretary
Rogers Waterworks and Sewer Commission
File: RWWSC minutes, 8-19-2013