

Rogers Waterworks and Sewer Commission

November 20, 2017

Minutes

The Rogers Waterworks and Sewer Commission held its regular scheduled meeting at 4:00 PM Monday, November 20, 2017, in the Rogers Administrative Building located at 601 S 2nd St. Present were Commissioners Kathy McClure, Travis Greene, Roger Surly and Mike Watkins. Commissioner Don Kendall was absent. Present was Rogers Water Utilities staff Earl Rausch, Brent Dobler, Johnny Lunsford, Jene' Huffman-Gilreath, Joyce Johnson, Jennifer Lattin, Brian Sartain, Todd Beaver, Aaron Short, Randy Watson, Debbie Putman, Cary Roth, Vera Hall, and Donna Wilson. Other in attendance was Robert Frazier of the Frazier Law Firm, Craig Hardin of McGoodwin, Williams, & Yates, Chris Buntin and Jerry T Martin of Garver Engineering. Chairman Roger Surly called the meeting to order at 4:00 PM.

Todd Beaver RPCF Manager, presented to Cary Roth a gift of appreciation and a certificate for (10) ten years of service at the Rogers Pollution Control Facility. The Commission expressed their appreciation.

A motion was made by Commissioner Travis Greene, second by Commissioner Kathy McClure to approve the minutes from the October 16, 2017 meeting as submitted. All in favor, motion carried.

Chairman Surly recognized Jennifer Lattin, Utilities Controller for the presentation of the October 2017 Financial Reports. Lattin stated that water consumption for the month of October 2017 was up 11.01% from October 2016. Billed revenue was up 9.24%. The Water Department reported a profit of \$233,000 for the month ending October 31, 2017, and a profit of \$220,000 for the month ending October 31, 2016. Collection of access and impact fee revenue for F'Y' 18 are \$337,000, and are up from \$227,000 in F'Y' 17. Actual access and impact fee revenues are \$101,000 over budget in the Water Department for Fiscal Year 2018.

Sewer consumption for October 2017 was up 5.29% from October 2016. Billed revenue was up 3.80%. The Sewer Department reported a profit of \$342,000 for the month ending October 31, 2017, and \$283,000 profit for the month ending October 31, 2016. Collection of access and impact fee revenue for F'Y' 18 are \$597,000, and are up from \$455,000 in F'Y' 17. Actual access and impact fee revenues are \$120,000 over budget in the Sewer Department for Fiscal Year 2018.

The Restricted and Unrestricted Funds Report show total funds are at \$35.8 million. \$10.5 million is restricted. The unrestricted funds are at \$10.2 million in Water and \$15.1 million in Sewer. Total funds on hand at October 31, 2016 were \$35.7 million. Year to date profit in the Water Department is ahead of the prior year and budget. Year to date profit in the Sewer Department is also ahead of prior year and budget. Year to date collections of access and impact fees are over budget in both the Water and Sewer Departments. There were no questions.

Chairman Surly recognized Brian Sartain, Utility Engineer for the presentation of the October Engineering Report. Sartain noted (2) two new elementary schools in the review process. Rogers

Elementary School #16 will be located on Garrett Rd and the other will be a Bentonville Elementary School located in the city limits of Rogers on Pleasant Grove Rd near the Scissortail Subdivision. Sartain also highlighted the Habitat for Humanity which is the first residential fire suppression plan that has been reviewed. He anticipates this will increase as the Fire codes and Insurance markets are beginning to encourage more residential fire protection. The developer projects remain steady and activity continues in the Promenade and downtown areas. The Pleasant Grove Rd Ph III (former Southgate Rd) and the Walnut St Widening projects are being delayed and anticipate activity to be in the next fiscal year (Fall 2018). Sartain said he is pleased with the recoating of the Tower Park Ground Storage Tank and is approximately 90% complete. He briefly reviewed the status of the ongoing administrative tasks in the engineering department stating the last Standard Specifications were published in 1997 and are in the process of being updated. There were no questions.

Chairman Surly recognized Todd Beaver, RPCF Manager to present the October RPCF Reports. The Discharge Monitoring Report and the Osage Creek Monitoring Report is well within limits with no exceptions. The FOG Inspection Report indicates (4) four new Food Service Establishments (FSE's) and conducted (21) twenty one inspections. No violations were noted. The Peracetic Acid (PAA) which is used to sanitize poultry has reduced from 120 to 95 gallons per day and will decrease the CBOD amount to the RPCF. Beaver said Southeast Poultry (SEP) has completed a voluntary rehab project of relining their aeration tank while continuing to make improvements to their existing aeration system. They anticipate replacement soon. The rotary joints on the sludge dryer are leaking and that is being addressed with the manufacturer and hoping to have them repaired and installed in December. Otherwise, the dryer appears to be operating well. Beaver stated that he missed spoke during the October Commission Meeting concerning the budget amount for the Train 1 mixer replacement. The amount budgeted for the mixer replacement was \$92,000 and the actual mixer replacement bid was \$133,795. Thus, other items in the utility budget will not be purchased to make the difference of \$41,795. There were no questions.

Chairman Surly recognized Brent Dobler, Operations Manager for the presentation of the October Operation Reports. Dobler briefly highlighted the graphs relative to the various departments. There were more locates November thru October 2017 compared to 2016 each month except July (less four) showing consistent results. The service calls noted were higher. The 2017 to 2016 shut offs comparison are just under 200 less. The CCTV inspection is down resulting in utilizing our own sources to rebuild the reel and is installed and working well. Main flushing is 65,000 feet ahead of YTD from last year. Valve exercising is striving to increase those results. Leak detection was down for the month. 1,925 meters have been changed out YTD since July 1st as the Meter Change-Out Program is still ongoing. Chairman Surly asked if we have data reflecting higher or lower consumption on the meters previously changed out. Dobler said we can now review that data to provide the comparison. The Lost Water Report is at 15% for the last twelve months, while being at 16% for calendar 2017 and 3% for the month. The October average daily water usage was 9.9 MGD with a single daily use high of 11.5 MGD. There were no further questions.

Chairman Surly recognized Earl Rausch, Utility Superintendent to present Resolution No. 17-26 designating "Utility Rate Consulting Services", and/or equivalent and/or inclusive services as

Professional Services which will not be procured through competitive bidding; authorizing issuance of a Request for Qualifications for Utility Rate Consulting Services. Commissioner Travis Greene asked how much the Rate Study is expected to cost. Business Manager Joyce Johnson replied the last study by Tom Gould with HDR in 2006 cost about \$25,000. She stated if the new evaluation included the entire rate structure it could possibly cost approximately \$50,000. Chairman Surly asked if the Rate Study was included in the budget. Rausch stated no, but plans to delay other projects will allow for the funding of this study. After discussion, Commissioner Travis Greene made a motion, second by Commissioner Kathy McClure to approve Resolution No. 17-26 Rate Study as Professional Services. All in favor, motion carried.

Rausch continued with presentation of Resolution No. 17-27 authorizing execution of a contract for sale and purchase of water with Benton County Water Authority No. 4, recommending passage of a City Ordinance authorizing the contract. The 2008 Water Purchase Contract has a term of ten (10) years and is set to expire on January 1, 2018. Rausch stated this will be submitted to the Rogers City Council for approval. A motion was made by Commissioner Kathy McClure, second by Commissioner Mike Watkins to approve Resolution No. 17-27 approving Contract for Sale and Purchase of Water with BCWA No. 4. All in favor, motion carried.

Chairman Surly recognized Todd Beaver RPCF Manager to present Resolution No. 17-28 authorizing RWU to enter into a contract with Environmental Operating Solutions, Inc. for a certain chemical known as MicroC®2000 for use as a carbon source evaluation and application study; authorizing expenditure of funds for the study; waiving competitive bidding. Commissioner Travis Greene made a motion, second by Commissioner Kathy McClure to approve Resolution No. 17-28 with EOSI. All in favor, motion carried.

Chairman Surly recognized Brian Sartain, Utility Engineer to present the November 15, 2017 bid results of the Utility Stream Crossing and Streambank Stabilization project. This project addresses erosion due to flooding that is causing exposure of water and sewer lines. Staff recommends the low bidder of Kraus Construction in the amount of \$140,323. Commissioner Kathy McClure made a motion, second by Commissioner Mike Watkins to approve the award of the bid in the amount of \$140,323 to Kraus Construction for the Utility Stream Crossing and Streambank Stabilization Project. All in favor, motion carried.

Sartain continued with the November 15, 2017 bid results of the RPCF Train I Rehab Project. McGoodwin, Williams, & Yates had previously presented the PER for this project. Staff recommends the award of the project to Crossland Heavy Contractors for the low bid amount of \$1,607,988.50. Commissioner Travis Greene made a motion, second by Commissioner Kathy McClure to award the bid of \$1,607,988.50 to Crossland Heavy Contractors. All in favor, motion carried.

The approval of the Contract Amendment No. 2 RPCF Train 1 Rehab with McGoodwin, Williams, & Yates was requested for inspection and construction administration services. Commissioner Kathy McClure made a motion, second by Commissioner Mike Watkins to approve the total hourly fee

amount not to exceed \$89,270 for the Contract Amendment No. 2 RPCF Train 1 Rehab with McGoodwin, Williams, & Yates. All in favor, motion carried.

A Contract Amendment No. 1 to the RPCF Solids Handling Facility Improvements project with Garver Engineering was presented by Sartain. The estimated hourly fees not to exceed \$747,000 is for Professional Engineering Design Services for Phase 1 (with an estimated construction cost of 8.2 Million) of the Solids Handling Master Plan. After discussion, Commissioner Kathy McClure made a motion, second by Commissioner Mike Watkins to approve the amount of \$747,000 for the Contract Amendment No. 1 to the RPCF Solids Handling Facility Improvement. All in favor, motion carried.

Sartain requested approval to advertise the Request for Qualifications (RFQ) for Construction Manager at Risk (CMAR) for the RPCF Solids Handling Project. Commissioner Travis Greene made a motion, second by Commissioner Kathy McClure to approve the request to advertise General Contractor/Construction Manager RFQ for the RPCF Solids Handling Project. All in favor, motion carried.

Earl Rausch reminded the Commission the next meeting is scheduled for Monday, December 18, 2017.

With no further business, Chairman Surly adjourned the meeting at 5:00 PM.

Respectfully submitted,



Earl Rausch, Acting Secretary/djw

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