

Rogers Waterworks and Sewer Commission

March 15, 2021

Minutes

The Rogers Waterworks and Sewer Commission held its scheduled meeting at 4:00 PM Monday, March 15, 2021 remotely from the Rogers Water Utilities Administration Building located at 601 S 2nd St. due to the COVID-19 Pandemic. Commissioners present were Roger Surly, Kathy McClure, Don Kendall, Travis Greene, and Mike Watkins. Rogers Water Utilities staff present were Brent Dobler, Johnny Lunsford, Brian Sartain, Stephen Ponder, Todd Beaver, Jennifer Lattin, Jene' Huffman-Gilreath, Dana Daniel, Jerry Roegner, Aaron Short, Matt Savell, and Vera Hall. Others in attendance were Robert Frazier of the Frazier Law Firm. Chairman Mike Watkins called the meeting to order at 4:02 PM.

Brian Sartain, Utility Engineer recognized Ken Mitchell celebrating 25 years of service with RWU as a Design Technician recently promoted to a GIS Mapping Technician and also is a Professional Surveyor. He received a gift of appreciation and the RWWSC expressed congratulations.

A motion was made by Commissioner Roger Surly, second by Commissioner Kathy McClure to approve the minutes of the February 16, 2021 and March 5, 2021 special meeting as submitted. All in favor, motion carried.

Chairman Watkins recognized Jennifer Lattin, Controller to present the February 2021 financial reports. Lattin stated that water consumption for the month of February 2021 is up 0.42% from February 2020 and includes one less billing day compared to February 2020. Billed revenue is up 13.77% from February 2020. The Water Department reported a profit of \$190,000 for February 2021 with a profit of \$59,000 reported for February 2020. Year to date profit is more than the prior year and ahead of budget. Fiscal Year to Date collections of access and impact fee revenue for FY 21 are \$870,000 and are ahead of budget by \$470,000, and compares to Year to Date access and impact revenue of \$571,000 in FY 20 and \$399,000 in FY 19.

Sewer consumption for the month of February 2021 is down 1.88% from February 2020 and includes one less billing day compared to February 2020. Billed revenue is up 11.90% from February 2020. The Sewer Department reported a profit of \$725,000 for February 2021 with a profit of \$314,000 reported for February 2020. Year to date profit is more than the prior year and ahead of budget. Fiscal Year to Date collections of access and impact fee revenue for FY 21 are \$1,768,000 and are ahead of budget by \$982,000, and compares to Year to Date access and impact revenue of \$1,158,000 in FY 20 and \$937,000 in FY 19.

Lost Water is at 17% for the month of February 2021, 17% for the calendar year, and 16% for the last twelve (12) months.

The Total Restricted and Unrestricted Funds are \$40.6 million for February 2021, which is an overall increase of \$4,444,000 from February 2020. Water Funds increased by approximately \$2,284,000 and Sewer Funds increased by \$2,160,000. \$9.6 million of the \$40.6 million total funds is restricted for specific use such as debt service, meter deposits, access and impact fees, and depreciation.

The number of accounts disconnected for non-payment is 241 for February 2021, with 299 accounts disconnected for non-payment in February 2020. The RWU lobby remains closed with all business being conducted over the phone, via email, online, and in the drive-through.

Chairman Watkins recognized Brian Sartain Utility Engineer, for the February Engineering Report. Sartain stated that they are currently interviewing candidates for the Construction Inspection Tech vacancy. Rogers continues to experience steady growth with having received thirteen (13) new plumbing plan reviews. New project submittals include Laurel Ave Development, JP & O Development, Rogers Charter School, Beaty Office Park, Everette Dealership, and Shadow Valley Ph 11. Arkansas Street remains under construction with J B Hunt Dr and Uptown/Oak Street Overpasses are next out to bid with no dates set. RWU had the project kickoff with Hight-Jackson for the RWU Field Ops & Admn Facility with next steps being coordinating with City Planning and Architect to develop concept plans and selecting a Construction Manager to bring onboard during the concept phase. RWU received 60% plans for the Pinnacle Sewer Replacement that staff is currently reviewing. The in-house design for an 18" water main crossing I-49 at Ajax Dr is 90% complete. The project that is currently advertised for bid includes work packages for Osage Dr Waterline Relocation, Bellview Rd Hydrant Relocations, Moberly Metering Station Re-Commissioning, Pine St (5th-8th) Waterline Relocation, So 3rd St and Pearl St Waterline Replacements.

At the RPCF, the Train II Design Build is currently under construction and progressing with demolition work with minimal impact on operations. The design of the Ph II Solids Handling Improvements is underway with Hawkins-Weir and Black and Veatch with staff evaluating proposals from three (3) dryer manufacturers: Wyse Turbo Dryer, Gryphon Sludge Dryer and a Huber Belt Dryer. Commissioner Don Kendall asked about the cost. Sartain replied approximately \$4-8 million dollars for the equipment and stated that an estimated \$18 million was budgeted for the project which includes installation, conveyance, building and electrical system costs. Chairman Watkins asked if one type of dryer was more significant than others. Sartain said that selection process has presented multiple variables to evaluate, and each one presents some variance with costs and quality of the product, as well as reliability and maintenance considerations. Staff will evaluate all aspects of this equipment with a scoring and present its recommendation to the Commission at a later date. Commissioner Roger Surly asked about a time line. After discussion, Sartain said he expected that staff would be able to make a recommendation within about 60 days. The Wastewater Master Plan is continuing with review of the sewer collection system evaluation. Garver is currently working on updating the water model for the Water Master Plan Update. Staff is coordinating with Bentonville to

review options of future transmission main tie-in with Beaver's western corridor project. The Inflow/Infiltration Task Force dispatched some level sensors in the study area that staff will be coordinating this data with Trekk Design Group to schedule smoke testing. There were no further questions.

Chairman Watkins recognized Todd Beaver, RPCF Manager to present the February RPCF Reports. Beaver said the Discharge Monitoring Report had good results with no violations reported. The Industrial Pretreatment Program did report an oil and grease violation, TRC (Technical Review Criteria) for Southeast Poultry in January. This resulted from a temporary upset of the pretreatment process while performing preventative maintenance. The FOG Program had limited inspections due from the inclement weather conditions. The applications are still being received from the mobile food vendors as they continue to work on the process of wastewater removal. The RPCF has implemented a 7 day/week operation at the solids handling, but hopes to return to a 5 day/week operation once warmer weather conditions permit. 273 MG was treated in February with an average flow of 7.6 MGD. These flows included .7" of rain over 9 events. There were no questions.

Chairman Watkins recognized Johnny Lunsford, Construction and Maintenance Manager to present the February Operations Report. Lunsford said field operations is recovering from the recent inclement weather event. There were numerous customer water breaks with twelve (12) RWU emergency leaks. Using leak loggers, over 120,000 feet of waterline has been logged. There were no questions.

Chairman Watkins recognized Brian Sartain to present the amendment to the existing Facilities Extension Agreement for Uptown Square. Referencing the map, Sartain stated that this multifamily/office development is currently under construction, therefore providing an opportunity to upgrade the sewer line from an 8" to a 12" pipe to handle future capacity. The fact that the site is currently under construction presents an opportunity for cost savings to upgrade the sewer at this time. Staff recommends the approval of RWU participation in the Uptown Square Project in an amount not to exceed \$148,250.00 to provide for sewer main improvements for the purpose of increasing capacity, authorizing staff to execute Amendment No. 1 of the Facilities Extension Agreement for inclusion of this allowance. Commissioner Roger Surly asked if funds are available, Jennifer Lattin replied yes, affirmative. A motion was made by Commissioner Kathy McClure and second by Commissioner Roger Surly to approve the No. 1 Amendment of the Facilities Extension Agreement for Uptown Square as submitted. All in favor, motion carried.

Brian Sartain continued by requesting approval to advertise a RFQ for a Construction Manager for the RWU Field Ops & Admin Facility. Commissioner Roger Surly made a motion, second by Commissioner Kathy McClure to approve the request of RFQ for a Construction Manager on the RWU Field Ops & Admin Facility Project. All in favor, motion carried.

Chairman Watkins recognized Jene' Huffman-Gilreath, Shared Services Manager to present Resolution No. 21-07 designating Network Security as a Professional Service which will not be procured through competitive bidding. Commissioner Roger Surly made a motion, second by Commissioner Kathy McClure to approve Resolution No. 21-07 as submitted. All in favor, motion carried.

Jene' Huffman-Gilreath continued requesting approval of a new System Administrator Position to fulfill the future needs in the IT Department. Commissioner Roger Surly asked if it will affect the current budget, Jennifer Lattin said yes but due to date hired and fiscal year ending, compensation for this fiscal year would not exceed \$25,000. Commissioner Kathy McClure made a motion, second by Commissioner Roger Surly to approve RWU hiring a new System Administrator. All in favor, motion carried.

Commissioner Roger Surly asked about RWU providing an opportunity for employees to receive the COVID-19 vaccine. Brent Dobler replied that a vaccine clinic was held on March 11th in partnership with the City of Rogers.

With no further business, Chairman Watkins adjourned the meeting at 4:45 PM.

Respectfully submitted,



Brent Dobler, Acting Secretary/djw

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