

Rogers Waterworks and Sewer Commission

February 22, 2022

Minutes

The Rogers Waterworks and Sewer Commission held its scheduled meeting at 4:00 PM Tuesday, February 22, 2022 in the Rogers Administration Building located at 601 S 2nd St. The Commissioners present were Roger Surly, Travis Greene, Kathy McClure, and Mike Watkins. Commissioner Don Kendall was absent. All Rogers Water Utilities staff attended virtually excluding the speakers. Staff present was Brent Dobler, Brian Sartain, Tony Kinion, Stephen Ponder, Aaron Short, Todd Beaver, Patrick Pruitt, Johnny Lunsford, Jennifer Lattin, Jene' Huffman-Gilreath, Dana Daniel, Mario Morales, Debbie Putman, Jerry Roegner, and Donna Wilson. Others in attendance was Matthew and Laurie Simpson, Shelly Wilson, Charles Simmons, Donna Welsh and Robert Frazier of the Frazier Law Firm. Chairman Mike Watkins called the meeting to order at 4:00 PM.

Commissioner Travis Greene made a motion, second by Commissioner Kathy McClure to approve the January 18, 2022 minutes as submitted. All in favor, motion carried.

Chairman Watkins recognized Matthew Simpson, a homeowner of 1130 W Lilac Street to present a variance request. Specifically, the request was for a 2" main line extension due to the domestic capacity required downstream. RWU Specifications call for a minimum main line extension size of 8". This minimum water main size is determined by the National Fire Protection Association (NFPA) code which dictates that a fire hydrant must have a minimum of a 1000 gpm flow rate or greater to provide adequate fire protection for residential properties. Commissioner Travis Greene made a motion, second by Commissioner Roger Surly to deny the request based on the fact that a 2" main line extension would not provide a high enough hydrant flow rate for adequate fire protection per City of Rogers adopted NFPA codes.

Chairman Watkins recognized Jennifer Lattin, Controller to present the January 2022 Financial Reports. Lattin stated that billed revenue for the month of January 2022 is up 14.78% from January 2021. The water consumption is up 3.29% from January 2021. The Water Department reported a profit of \$119,000 for January 2022 with a profit of \$180,000 reported for January 2021. Fiscal Year to Date Collections of access and impact fee revenue for FY 22 are \$547,000 and are ahead of budget by \$167,000, and compares to year to date access and impact fee revenue of \$622,000 in FY 21 and \$501,000 in FY 20. Year to date profit is more than the prior year and ahead of budget.

Sewer consumption for the month of January 2022 is up 3.85% from January 2021. Billed revenue for the month of January 2022 is up 15.93% from January 2021. The Sewer Department reported a profit of \$303,000 for January 2022 and a profit of \$476,000 was reported for January 2021. Fiscal Year to Date Collections of access and impact fee revenue for FY 22 are \$1,002,000 and are ahead of budget by \$107,000, and compares to year to date access and impact fee revenue of \$1,299,000 in FY 21 and \$1,008,000 in FY 20. Year to date profit is less than the prior year and ahead of budget. Cost of utilities has increased notably in the past couple of months which has impacted the PCF the most as they use significant amounts of electric and gas in operations. Customer count has increased 2% in both the Water and Sewer Departments since January 2021.

Lost Water is at 10% for the month of January 2022, 10% for the calendar year, and 12% for the last twelve months.

Total restricted and unrestricted funds are \$42.9 million for January 2022. This is an overall increase of \$3.5 million from January 2021. Water Funds increased by approximately \$1,800,000 and Sewer Funds increased by \$1,700,000. \$8.2 million of the \$42.9 million total funds are restricted for specific use such as debt service, meter deposits, access and impact fees, and depreciation.

Staff is in the beginning stages of the Tyler Technologies billing and accounting software implementation. Currently, we are in the analysis and configuration stage of the Utility Billing. We anticipate converting to the new software in stages. Estimated “go live” times are as follows:

- Core financials – May/June 2022
- Utility Billing – September 2022
- Personnel/Payroll – End of 2022/Beginning of 2023

Chairman Watkins recognized Todd Beaver RPCF Manager to present the January RPCF Reports. Beaver said the Discharge Monitoring Report did have good results for the month. There was an indication of higher ammonia reported during a rain event near the end of the month that will reflect next month’s summary. The Industrial Pretreatment Program assessed the total of \$8,700.04 in surcharges issued in January 2022. It was noted that Glad represents three (3) months of the 4th quarter. There were no industrial inspections reported with ten (10) self-monitoring reports processed. All inspections were routine with nothing major to report. Two (2) newly opened FSE’s were visited and was provided FOG information and discussed ways to handle keeping records. The new equipment for Train II is working well, as some equipment is still being transferred from Train I. The solids handling dryer experienced a significant failure that warped the large end cap of the pressurized treatment vessel. Using our team of operators and maintenance, along with the boiler certified repair group, operations were able to continue later in the same day. Beaver noted outstanding performance from his team for the difficult and unpleasant task. Beaver has begun working on our permit renewal paperwork. The EPA has sent letters to both Springdale and NACA that unless the ADEQ revises the permits to both be .1mg/1 Phos limit, the EPA will send their own permit superseding ADEQ. 285.2 MG was treated in January with approximately 21.7 MG from Inflow and Infiltration. These flows included 1.08” of rain over five (5) events.

Chairman Watkins recognized Brian Sartain Utility Engineer to present the January Engineering Reports. Sartain said they are in the process of evaluating candidates for the GIS/Mapping Technician, as well as reviewing data for GIS as a part of ESRI/Cityworks Implementation. Sartain stated that we have coordinated with RPCF staff for ADEQ permit evaluation, acquired retainage of services from Freese & Nichols. Also working with Arkansas Department of Health for response to comments for standard specifications. Engineering had six (6) plumbing reviews, sixteen (16) civil/site reviews and one (1) fire sprinkler plan review for the month of January. New projects include Embassy Apartments, Tri-State Optical Center, and the Plaza at Pinnacle Hills-NE. There are approximately seventy (70) projects currently active with some large scale developments and subdivision that have been approve by Planning Commission but not yet completed. Sartain reviewed a graph showing a 25% growth in development showing the plan review trend from 2015-Present. Projects currently under construction include 2021 Waterline Replacements with Pearl Street underway. The RPCF Train II is online and

expecting substantial completion in March. The 11th St Water Tower Repaint is underway making repairs and preparing to blast. The Pleasant Grove Rd-Hwy 112 crossing meeting was delayed due to inclement weather. The Arkansas Street – Milestone II (south of Poplar) to begin in February. JB Hunt Drive Project is currently under construction and waiting on materials. The Mt. Hebron Park has most utility work completed. Oak Street & Uptown I-49 Overpasses is waiting on materials/franchise utilities relocations. The 10th & Chestnut Water and Sewer Project is currently out to bid. There is a meeting scheduled with the Pinnacle Country Club for the Pinnacle Sanitary Sewer Improvements-portions under re-design/alignment. The Design team is currently completing 15% design plans for both drying technology options (Huber & Wyse).

Sartain continued with a request to approve Crossland Heavy Contractors selected as the Construction Manager/General Contractor for the RPCF Solids Handling Facility Phase II. Two firms were interviewed based on these evaluating criteria; firm profile of the proposed project team, past experience, record of performance, and locality. Staff recommends the selection of Crossland Heavy Contractors (CHC) based on their firm's capacity and capability to perform the work, the experience and record of performance of the firm and their proposed project team, and their general understanding of the complexities and challenges of the project. Staff requests authorization to negotiate a construction management contract with CHC, to be structured with a guaranteed maximum price and a preconstruction services option. This agreement will be brought before the commission later for approval. Commissioner Travis Greene made a motion, second by Commissioner Roger Surly to approve Crossland Heavy Contractors as the Construction Manager/General Contractor of the RPCF Solids Handling Facility Phase II. All in favor, motion carried.

Brian Sartain recognized Tony Kinion Senior Engineering Technician to request a proposal to enter into a contract with Sand Creek Engineering for engineering services on a sewer rehabilitation project. This is for sanitary sewer improvements on W Chateau Dr to S 24th St. This project will address one of the high priority areas noted in the recently completed wastewater master plan. Also seeks to alleviate problematic areas from a maintenance standpoint. This project consists of preparation of Utility Corridor/Topographic Survey, Sewer Feasibility and Engineering Design. The proposed project is in two sections. The first section (for detailed design) is located between S 28th St to the West Boundary of the Walmart Supercenter on Walnut, approximately 3,100 linear feet. The second section (for conceptual plan/feasibility study) is located between S Innisfree Circle and W Savannah Dr, approximately 1,450 linear feet. With this sewer replacement comes the possible opportunity to take the Savannah Lift Station offline. Staff recommends approval of the engineering proposal from Sand Creek Engineering and Land Surveying for hourly services not to exceed \$85,000, allowing staff to negotiate the final form and content of the agreement. A motion was made by Commissioner Kathy McClure, second by Commissioner Travis Greene to approve the contract with Sand Creek Engineering not to exceed \$85,000 as submitted. All in favor, motion carried.

Chairman Watkins recognized Jene' Huffman-Gilreath Shared Services Manager to request approval of Resolution No. 22-05 authorizing renewal of a contract for networking and systems security and related information technology services with Computer Systems and Services, Inc. (Compsys, Inc). This renewal if for an additional one-year period beginning on June 1, 2022 thru June 1, 2023 not to exceed Sixty Thousand Dollars (\$60,000.00). Commissioner Travis Greene made a motion, second by Commissioner Kathy McClure to approve Resolution No. 22-05 as submitted. All in favor, motion carried.

Brent Dobler presented a recommendation from the Depository and Investment Committee to request approval of Designation of Banks and Banking Institutions. Dobler stated there was a Depository and Investment Committee Meeting today at 3:30 PM and the Committee does not have any modifications to the policy at this time. Dobler stated that the Committee agreed to continue using the following financial institutions: a) Arvest, b) First Western Bank, c) First National Bank of Fort Smith (First National Bank of Northwest Arkansas), d) Simmons Bank, and e) Regions Bank. Commissioner Roger Surly made a motion, second by Commissioner Kathy McClure to approve the designated banking institutions as submitted. All in favor, motion carried.

With no further business, Chairman Watkins adjourned the meeting at 5:22 PM.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'Brent Dobler', written in a cursive style.

Brent Dobler, Acting Secretary/djw

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