

Rogers Waterworks and Sewer Commission

March 21, 2022

Minutes

The Rogers Waterworks and Sewer Commission held its scheduled meeting at 4:00 PM Monday, March 21, 2022 in the Rogers Administration Building located at 601 S 2nd St. Commissioners present were Roger Surly, Travis Greene, Kathy McClure, and Mike Watkins. Commissioner Don Kendall arrived at 4:06 PM. Rogers Water Utilities staff present was Brent Dobler, Johnny Lunsford, Aaron Short, Stephen Ponder, Todd Beaver, Jennifer Lattin, Jene' Huffman-Gilreath, Mario Morales, Dana Daniel, and Donna Wilson. Others in attendance was Robert Frazier of the Frazier Law Firm. Chairman Mike Watkins called the meeting to order at 4:00 PM.

Commissioner Kathy McClure made a motion, second by Commissioner Roger Surly to approve the February 22, 2022 minutes as submitted. All in favor, motion carried.

Chairman Watkins recognized Jennifer Lattin, Controller to present the February 2022 Financial Reports. Lattin stated that billed revenue for the month of February 2022 is up 15% from February 2021. The water consumption is up 3.94% from February 2021. The Water Department reported a profit of \$156,000 for February 2022 with a profit of \$190,000 reported for February 2021. The difference is due to an overall increase in revenues (\$30,000) with an increase in expenses (\$65,000). Billed revenue increased \$120,000, but access and impact fee collection decreased \$177,000, and other miscellaneous income decreased \$87,000. Fiscal Year to Date Collections of access and impact fee revenue for FY 22 are \$618,000 and are ahead of budget by \$184,000, and compares to year to date access and impact fee revenue of \$870,000 in FY 21 and \$571,000 in FY20. Year to date profit is more than the prior year and ahead of budget.

Sewer consumption for the month of February 2022 is up 3.71% from February 2021. Billed revenue for month of February 2022 is up 15.01% from February 2021. The Sewer Department reported a profit of \$292,000 for February 2022 and a profit of \$725,000 was reported for February 2021. The difference is due to an overall decrease in revenues (\$262,000) with an increase in expenses (\$171,000). Billed revenue increased \$152,000, but access and impact fee collection decreased \$343,000 and other miscellaneous income decreased \$62,000.00. Fiscal Year to Date Collections of access and impact fee revenue for FY 22 are \$1,129,000 and are ahead of budget by \$106,000, and compares to year to date access and impact fee revenue of \$1,768,000 in FY 21 and \$1,158,000 in FY 20. Year to date profit is less than the prior year but ahead of budget.

Lost Water is at 5% for the month of February 2022, 8% for the calendar year, and 11% for the last (12) twelve months.

Total restricted and unrestricted funds are \$43.5 million for February 2022. This is an overall increase of \$2,860,000 from February 2021. Water Funds increased by approximately \$2,030,000 and Sewer Funds increased by \$830,000. \$7.6 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.

Chairman Watkins recognized Aaron Short Design Engineer to present the February Engineering Reports. Short said activity remains very busy with plan reviews mostly due to some subdivisions that

contain a large number of lots. There was (21) twenty one plumbing reviews, (6) six Civil/Site reviews, (4) four easement reviews, and (9) nine fire plans. Short reviewed the current projects under construction. The 2021 Waterline Replacement is moving closer to completion. The blasting and painting should be starting soon on the 11th St Elevated Storage Tank. Pleasant Grove Rd is still underway experiencing a delay in receiving materials. The JB Hunt Dr as well as the Oak St and Uptown I-49 Overpass Project is working on issues with utilities. Short said the in house projects are moving forward and noted the Pinnacle Sanitary Sewer Improvement is being finalized and the Sanitary Sewer Maintenance Contract is currently out to bid.

Chairman Watkins recognized Todd Beaver RPCF Manager to present the February RPCF Reports. Beaver noted a higher amount of Ammonia on the Discharge Monitoring Report but the reporting is within limits. The Industrial Pre-Treatment Program noted \$8,017.08 total surcharges assessed in February, bringing the year to date total to \$54,087.86. Commissioner Roger Surly asked if these charges are sufficient to cover RWU's increased expenses. Beaver explained the amounts were calculated using the data provided from the HDR study which was approximately (3) three years ago. Surly suggested reviewing the current surcharges as the cost of energy has greatly increased. There were (9) nine self-monitoring reports submitted by the permitted industries with no violations reported. The FOG Inspection Report indicates things are going well with no significant issues at this time. Renewals continue to get processed for the food truck owners. The Contractor is currently trying to correct a problem encountered with the Train II Rehab in the automation and integration phase which resulted operating in the manual mode. The Permit has been completed and internally reviewed then submitted to ADEQ. 285.2 MG was treated in February with approximately 56 MG from Inflow and Infiltration. These flows included 1.87" of rain over (10) ten events. There were no further questions.

Chairman Watkins recognized Johnny Lunsford Operations Manager to present the February Field Ops Report. Lunsford recognized the following employees: Taylor Adams passed Class 4 Water, Jeremy Bowman passed Class 3 Collection, Jason Westerhold passed Class 2 Collection, Efrain Perez and David Rocha passed Class 1 Collection Exam. Commissioner Roger Surly asked if these accomplishments were awarded in pay. Lunsford stated yes the change in job title results in higher pay. He noted that (94) ninety-four additional M1 leak loggers were installed this month and continue to work well having located (15) fifteen additional leaks. The 16,375 feet of sewer mains that have been flushed this month is good but the overall total is down for the year mainly due to equipment failure with extended delay in receiving parts. Also, we are still awaiting arrival of a new flush truck that was ordered last August with hopeful delivery in June. Therefore, the result is more overflows. The February locates were still high with 976 reported and 48 boring permits issued. Commissioner Don Kendall ask if the boring permits were utilities. Lunsford said yes, some are gas lines but mostly fiber optics at this time. Lunsford explained how the process of bonds work for the boring permits. Lunsford stated that field ops is now fully staffed with one exception of a meter reader vacancy that recently opened. He is pleased to report that (8) eight positions have been filled in the past (16) sixteen months were by referral of current and/or previous employees. Lunsford expressed appreciation to the RWWSC, Brent Dobler, and Dana Daniel for the opportunity to strengthen our leadership and allow us to grow and make RWU a more desirable place to work. There were no further questions.

Chairman Watkins recognized Aaron Short to present a motion for approval of the Low Bidder on 10th & Chestnut St Project for Water and Sewer. Staff recommends approval of Brothers Construction, LLC

for the low bid amount of \$156,841.04 as submitted. Commissioner Travis Greene made a motion, second by Commissioner Roger Surly to approve \$156,841.04 with Brothers Construction, LLC for the 10th & Chestnut St Project. All in favor, motion carried.

Short continued requesting approval of Resolution No. 22-06 designating an electronic bidding service vendor and website for public works projects for calendar year 2022. Central Bidding's website, centralauctionhouse.com, is hereby designated as the website for Rogers Water Utilities' for posting of advertisements for notices of intention to receive bids under Ark. Code Ann. § 22-9-203 for calendar year 2022. Commissioner Kathy McClure ask if there is costs associated. Short replied zero cost for RWU. Commissioner Travis Greene ask if it cost to submit a bid and if electronic submittals are being required. Short said not at this time, however, costs are assessed if the documents are downloaded from this website. A motion was made by Commissioner Kathy McClure and second by Commissioner Don Kendall to approve Resolution No. 22-06 as submitted. All in favor, motion carried.

Chairman Watkins recognized Stephen Ponder Engineer to present Resolution No. 22-07 authorizing a development agreement pertaining to a proposed development known as Yates Farm (exhibit attached). Ponder stated the Owner/Developer requests extension of water and sewer services to the property in connection with the Development and will require the installation of a private sewer system, including a private sewer lift station, to connect the Development to the municipal sewer system. Commissioner Kathy McClure made a motion, second by Commissioner Roger Surly to approve Resolution No. 22-07 w/exhibit as submitted. All in favor, motion carried.

Ponder continued with request to approve Resolution No. 22-08 adopting a revised standard form for facilities extension contracts with exhibit 1 attached. A motion was made by Commissioner Don Kendall, second by Commissioner Kathy McClure to approve Resolution No. 22-08 w/exhibit as submitted. All in favor, motion carried.

Ponder presented a request for approval of reimbursement of the Uptown Square Sanitary Relocation on Champions. The Commission previously approved reimbursement of \$148,250.00 for sanitary sewer, however the project has experienced significant delays through no fault of the contractor, resulting in cost escalations. Staff recommends the approval of the revised total reimbursement in the amount of \$188,349.70. Commissioner Roger Surly ask the reason for the increase. Ponder stated there was a delayed approval of the revised plans. A motion was made by Commissioner Kathy McClure, second by Commissioner Don Kendall to approve the revised total reimbursement in the amount of \$188,349.70 as submitted. All in favor, motion carried.

Chairman Watkins recognized Brent Dobler Utility Superintendent to request approval of Resolution No. 22-09 requesting vacation of a certain part of S 1st Street in the City of Rogers, Arkansas. A survey revealed an unassessed parcel with an unknown owner, said parcel, lying directly east of RWU's downtown campus, attached as exhibit 1. The requested part of 1st Street to be vacated by the City of Rogers is to better provide for the public welfare, safety, comfort, and convenience of the inhabitants of the City of Rogers. Commissioner Don Kendall made a motion, second by Commissioner Roger Surly to approve Resolution No. 22-09 as submitted. All in favor, motion carried.

With no further business, Chairman Watkins adjourned the meeting at 5:11 PM.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Brent Dobler', with a long horizontal stroke extending to the right.

Brent Dobler, Acting Secretary/djw

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