

Rogers Waterworks and Sewer Commission
July 24, 2023
Minutes

The Rogers Waterworks and Sewer Commission held its regularly scheduled meeting at 4:00 PM, July 24, 2023, in the Rogers Administration Building located at 601 S 2nd Street.

Present were Commissioners Travis Greene, Kathy McClure, Jerry Carmichael, and Chairman Peter Farmer. Rogers Water Utilities staff present were Todd Beaver, Aaron Short, Dana Daniel, Brian Sartain, Jerry Roegner, Debbie Putman, Brent Dobler, Johnny Lunsford, Matt Savell, Mark Landis and Adam Peterson. Also in attendance was Paige Sultemeier. In attendance representing Three Flags Investments, LLC were Bob David and Julie Vaught. Robert Frazier from the Frazier Law Firm was also present.

Chairman Farmer called the meeting to order at 4:00PM.

Chairman Farmer then called for an action on the minutes from the June 19, 2023, Water and Sewer Commission meeting and the amended minutes from the 5/15/23 Commission Meeting. Commissioner McClure made a motion to approve the June 19, 2023 minutes and the amended minutes from the 5/15/23 Commission Meeting. Commissioner Greene seconded. All in favor, motion carried.

Dobler then introduced Bob David, representing Three Flags Investments, LLC for a brief presentation. Mr. David stated that they had previously asked for approval of water and sewer service for approximately 80 acres outside the city limits at the 5/15/23 meeting. Mr. David handed out a presentation to each Commission member. He explained that the City of Rogers is no longer entertaining further annexation requests in this area. His ask today was for the Commission to modify the existing development contract and split it into two separate agreements. One that would provide water service, and another separate agreement that would approve (subject to City Council approval) sanitary sewer service to the 80 acres in question. Robert Frazier informed the Commission of existing policy and expounded upon the existing development agreement on these 80 acres. He reiterated that this agreement is entirely contingent upon annexation by the City of Rogers. Absent this, there is no obligation for RWU to serve this property. RWU is already obligated to serve both water and sewer if this land is ever annexed by the City of Rogers. He also reminded the Commission that legally "No sewer services shall be extended into unincorporated areas lying outside the corporate limits of the City." Absent a change in this existing law, this development agreement cannot be re-written by the Commission. He noted that there has already been a request for the same decision by the Commission at the May meeting. A motion and vote were made in May and at this time the Commission considers this item already decided and will take no further action. Full discussion available on audio.

Chairman Farmer then recognized Brent Dobler for the Financial Reports. He recognized Matt Savell for his efforts in the accounting department while Jennifer was on leave and currently the search for a new controller is underway. Billed revenue in the Water department was up 25.21 from June 2022. Water consumption was up 12.69% year over year. A profit of \$420,000 was reported for June 2023. A profit of \$338,000 was reported for June of 2022. Fiscal YTD collections for impact and access fee revenue for FY23 are \$776,500. This compares to YTD fees of \$958,900 in FY22 and \$1,121,000 in FY21. Year to date profit is more than the prior year and ahead of budget.

The Sewer department billed revenue was up 13.32% from June 2022. Sewer consumption was up 5.22% from June 2022. The Sewer department reported a profit of \$590,000 for June 2023. A profit of \$701,000 was reported for June 2022. Fiscal YTD collections of impact and access fees are \$1,367,100 for 2023. This compares to YTD access and impact fee revenue of \$1,816,200 in FY22 and \$2,340,000 in FY21. Year to date profit is more than the prior year and ahead of budget.

Total restricted and unrestricted funds are \$49 million for June of 2023. This is an overall increase of \$5 million from June 2022. \$7.3 million of the \$49 million total funds are restricted for specific use such as debt service, meter deposits, access and impact fees, and depreciation.

Chairman Farmer then recognized Brian Sartain to go over the June engineering reports. Brian went over a few of the latest plans submitted. He stated that the 13th Street roundabout was out for bid, and we are currently awaiting the return of proposal requests from the dryer equipment manufacturers. The bid for the decommissioning of the Bent Tree and Berry Farm lift stations was received and he will present that later in the meeting. RWU is going to take over project management for this budget year's sewer maintenance contract instead of bidding out to one contractor. This should result in some cost savings for the utility. Commissioner Carmichael stressed that RWU needs to communicate with all residents affected by the Pinnacle sewer expansion project regarding road closings and construction activities. He said that we were looking at some specification changes as well. Brian went on to state that the RPCF structural analysis is complete and there were no surprises. Overall, the plant had a clean bill of health on the structural assets. RWU is still looking for another engineering tech and we are still moving forward with the Cityworks implementation. The Walnut Street Widening project will be bidding next month. Commissioner Greene asked about the specification changes. Brian said that with the addition of low-pressure sewer systems and after looking at some other Cities in the area, RWU will be modifying the way that we receive record drawings from the consulting engineers. This will allow us to directly import these drawings into our GIS system.

Chairman Farmer then recognized Todd Beaver for the RPCF report. RWU has begun a flow measurement study to help verify the measure of flow into the facility. This is required to properly design for new capacity. FOG treatment inspections are on schedule. No other significant information to present.

Chairman Farmer then recognized Johnny Lunsford for the Operations Report. He presented the numbers of work orders for the month. He also presented photos of the water main installation that RWU employees have been doing at Elm and First Streets. Lunsford also presented an article that was in the SWAWWA magazine that he had authored with Garver Engineers. This article was chosen over many others for inclusion to the magazine and details RWU's experience with acoustic leak detection and the significant savings realized by doing so.

Chairman Farmer then recognized Dana Daniel to present Resolution No. 23-13 Employee Policy Manual Revision. Dana noted that this Resolution formalizes attendance and inclement weather policies that were not formally included in our policy. Commissioner Greene made a motion to approve, Commissioner McClure seconded. All in favor 4-0, Resolution passes.

Chairman Farmer then recognized Brent Dobler to present Resolution No. 23-14 Rules of Procedure for Commission Meetings. Dobler noted that this Resolution simply establishes Commission of Rules of Procedure that we did not currently have codified. Commissioner McClure made a motion to approve, Commissioner Greene seconded. All in favor 4-0, Resolution passes.

Chairman Farmer then recognized Johnny Lunsford to present Resolution No. 23-15 Adjusting Meter Assembly Charges. Lunsford explained that due to the increasing cost of meter assembly fittings and pipe, our costs have gone up significantly. Our pricing needs to be changed to cover RWU's costs. The new prices were arrived at by using a six-month average cost for each meter service size. Chairman Farmer asked if this was more expensive if a street cut was required. Lunsford explained that these are separate additional costs, it is mainly the cost of materials. Commissioner Greene made a motion, Commissioner McClure seconded. All in favor 4-0, Resolution passes.

Chairman Farmer then recognized Johnny Lunsford to present Resolution No. 23-16 Waiving Competitive Bidding for Purchase of a Truck for \$41,749.00. Lunsford explained that there is not currently a state bid for the trucks that we currently utilize. A truck was found on a local lot that fits our requirements. Commissioner McClure made a motion to approve, Commissioner Greene seconded. All in favor 4-0, Resolution passes.

Chairman Farmer then recognized Brian Sartain to present Resolution No. 23-17 Authorizing Agreement with City of Rogers re Walnut Street Widening. Sartain explained that this project is finally moving forward. ARDOT has released an agreement that must be signed by the City of Rogers that states that the City will be responsible for paying for the underground utilities. A typical agreement would have split this project up into utility work and street work. This one is combined in the interest of time. ARDOT has estimated the water and sewer cost of this project to be approximately \$3 million dollars. Since this was not budgeted, this agreement allows RWU to reimburse the City for all the applicable utility construction costs. Commissioner Greene asked if RWU is bound to the complete contract price. Sartain responded yes. Sartain explained that the existing utilities are in the right of way, the local utility is responsible for moving the utilities. Commissioner Carmichael stated that the project needs to be done. Commissioner Greene asked when this bid is scheduled. Sartain responded that it is not yet on there until these agreements are formalized. Chairman Farmer asked how current the estimates were. Sartain stated that the estimates were made with information gathered in the last few months, so they should be accurate. Commissioner Greene made a motion to approve, Commissioner McClure seconded. All in favor, Resolution passes 4-0.

Chairman Farmer then recognized Johnny Lunsford to present a motion to approve the purchase of two trench boxes for a total of \$42,411.80 from a cooperative purchasing agreement. These are to replace some older boxes that RWU currently owns. We are working with Risk Reduction to provide more safety training utilizing these new trench boxes. Lunsford asked for approval, Commissioner McClure made a motion, Commissioner Greene seconded. All in favor, motion passed 4-0.

Chairman Farmer then recognized Johnny Lunsford to present a motion to approve the purchase of a new vacuum Excavation truck for \$229,852.72 from a cooperative purchasing agreement. Commissioner Carmichael asked if this item was budgeted, Lunsford replied that yes, it was. Commissioner Greene made a motion to approve, Commissioner McClure seconded. All in favor, motion passed 4-0.


Lunsford went on to the next agenda item, the purchase of new CCTV camera software to utilize with our new CCTV camera hardware for \$62,730 plus any applicable taxes. This purchase is also from a national cooperative purchasing agreement. Commissioner Carmichael asked if this was a recurring charge. Lunsford replied that the price for this software is approximately half of the price of the Cues

software that we are currently phasing out. Commissioner McClure made a motion to approve, Commissioner Carmichael seconded. All in favor, motion passed 4-0.

Chairman Farmer then recognized Brian Sartain to present a motion to accept the low bidder for the Lift Station Decommissioning project at both Bent Tree and Berry Farm lift stations. RWU received two bids on this project. The low bid of \$267,119.28 was from Steep Creek out of Greenbriar MS and Marshall, AR. They appear to be qualified and RWU recommends approval. Commissioner McClure made a motion to accept and award the contract to Steep Creek, LLC, Commissioner Greene seconded. All in favor, motion passes 4-0.

With no further items on the Agenda, Chairman Farmer adjourned the meeting at 5:29 pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Brent Dobler', with a stylized flourish at the end.

Brent Dobler, Acting Secretary

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