

Rogers Waterworks and Sewer Commission

May 20, 2025

Minutes

The Rogers Waterworks and Sewer Commission held its monthly meeting at 4:00 PM, Tuesday, May 20, 2025, at the Rogers Water Utilities Administration Building located at 601 S 2nd Street. The meeting was rescheduled due to a severe weather threat on Monday, May 19.

Present were Commissioners Paige Sultemeier, Travis Greene, Kathy McClure, Jene' Huffman-Gilreath and Chairman Jerry Carmichael. Rogers Water Utilities staff in attendance were Jerry Roegner, Jered Sigmon, Debbie Putman, Johnny Lunsford, Jennifer Hoffman, Todd Beaver, Brian Sartain, David Ingram, Aaron Short and Brent Dobler. Robert Frazier from the Frazier Law Firm was in attendance as was Jim Keller, Bea Keller and Laura Hammarstrum.

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

Chairman Carmichael then called for action on the minutes from the April 21, 2025, Water and Sewer Commission meeting. Commissioner Greene made a motion to approve April 21, 2025, minutes. Commissioner McClure seconded. All in favor, minutes were approved.

Chairman Carmichael then recognized Jim Keller to present under the agenda item "Public Requests and Appeals". Mr. Keller informed the Commission of a sewer request for 954 N. Second Street. Discussion on audio file. Chairman Carmichael directed Mr. Keller to continue working with staff to find any possible resolution.

The second item under the agenda item "Public Requests and Appeals" was not addressed as the person listed was not able to attend.

Chairman Carmichael then recognized Jered Sigmon to present the financial reports. Billed revenue in the Water department for April 2025 was down 2% from April 2024 at \$1,402,377. Water consumption was up 5% at 229,447,962 gallons. The Water department reported a net income of \$257,005 for April 2025 and YTD income of \$4,749,499. The percentage of Fiscal Year Passed is at 83%. Water revenues are 88% of budget and expenses are 84% of budget. Capital spend is 40%.

The Sewer department billed revenue for the month of April 2025 is down 1% from April 2024 at \$1,684,027. Sewer consumption was up 6% at 187,432,900 gallons. The Sewer department reported a net income of \$505,505 and a YTD income of \$7,967,303. The percentage of Fiscal Year Passed is at 83%. Sewer revenues are at 88% of budget and expenses are at 82% of budget. Capital is at 31%.

Unrestricted cash reserves for April 2025 in Water are \$25,608,702 and in Sewer are \$23,699,151. Restricted funds in Water are \$3,455,630 and in Sewer are \$2,496,704. Total restricted and unrestricted cash reserves are \$55,260,186. This is an increase of \$5,138,231 from April 2024. The 12-month rolling average for lost water remains at 6%.

Chairman Carmichael then recognized Brian Sartain to present the Engineering Reports. Brian went over the progress of the RPCF Solids Handling Project and shared photos. Brian also wanted to highlight some current issues RWU is experiencing with our Blossom Way sanitary sewer interceptor mains. This is not the first time we have had to deal with failing fiberglass

pipe. He illustrated where the issues are, where the previous repairs have been done and then went over cctv footage illustrating the issues with this fiberglass pipe in the area. Engineering is still gathering information and will advise of rehabilitation or replacement at future Commission meetings.

Chairman Carmichael then recognized Todd Beaver to present the Rogers Pollution Control Facility reports. Todd went over the DMR's, Industrial Pretreatment Activities, and the FOG program. No issues to report. Todd then presented a letter from the DEQ stating the semi-annual Compliance Evaluation Inspection that took place on April 9, 2025, received a "no violations" report. There are a lot of moving parts out there, and a "no violations" is exemplary. The plant treated 406.1 MG in April, treating approximately 136.1 MG of I&I. The average daily flow for the month was 13.5 MGD. These flows included 10.22" of rain over 11 events. The historical average rainfall for April is 4.98".

Chairman Carmichael then recognized Jered Sigmon to present the FY26 Budget. Mr. Sigmon explained in detail both the Water and Sewer Department proposed budgets including revenues, expenses, debt service, reserves, personnel and capital outlays. Full budget and presentation included in e-packet. Commissioner Jene' Huffman-Gilreath made a motion to approve the FY26 Budget as presented, seconded by Commissioner McClure. All in favor, the FY26 Budget was approved.

Chairman Carmichael then recognized Mr. Sigmon to present RESOLUTION 25-10 A RESOLUTION DESIGNATING SIGNATORIES FOR DEPOSITORIES FOR THE ROGERS WATERWORKS AND SEWER COMMISSION AND THE ROGERS WATER UTILITIES; AND FOR OTHER PURPOSES. Jered explained that this signatory list needed to be updated due to personnel and Commission changes. Commissioner McClure made a motion to approve RESOLUTION 25-10 A RESOLUTION DESIGNATING SIGNATORIES FOR DEPOSITORIES FOR THE ROGERS WATERWORKS AND SEWER COMMISSION AND THE ROGERS WATER UTILITIES; AND FOR OTHER PURPOSES, Commissioner Sultemeier seconded. All in favor, Resolution 25-10 passes.

Chairman Carmichael then recognized Jerry Roegner to present a Contract Amendment for Professional Services with Garver, LLC for SCADA Implementation. Jerry explained that this is an amendment to our existing agreement with Garver for our SCADA implementation. This amendment is specifically for the redesign of our SCADA network at both Administration and at the RPCF. This will create the hardware backbone and foundation for our new SCADA software which is required for a robust installation. Staff recommends approval for Contract Amendment No. 1 and Contract Amendment No. 2 to the Agreement for Professional Services with Garver, LLC for RWU's SCADA redeployment at hourly fees, the total cost of the engagement not to exceed \$976,200, with RWU staff authorized to negotiate and approve the final form and content of the amendments. Commissioner Jene' Huffman-Gilreath made a motion to approve agenda item number 3 under New Business, seconded by Commissioner McClure. All in favor, Item 3 passes.

Chairman Carmichael then recognized Robert Frazier to present RESOLUTION 25-11 A RESOLUTION AMENDING THE RULES OF PROCEDURE FOR THE ROGERS WATERWORKS AND SEWER COMMISSION; PROVIDING FOR A PUBLIC FORUM; AND FOR OTHER PURPOSES.

Mr. Frazier explained that this Resolution will allow RWU to add a Public Forum section to our normal Commission Meeting agenda. The agenda item "Public Requests and Appeals" will remain in place, the "Public Forum" section will simply be for anyone that wishes to address the Commission with an item that is not elsewhere on the Agenda. Commissioner Jene' Huffman-Gilreath made a motion to approve RESOLUTION 25-11 A RESOLUTION AMENDING THE RULES OF PROCEDURE FOR THE ROGERS WATERWORKS AND SEWER COMMISSION; PROVIDING FOR A PUBLIC FORUM; AND FOR OTHER PURPOSES, Commissioner McClure seconded. All in favor, Resolution 25-11 passes.

Chairman Carmichael then recognized Brian Sartain to present RESOLUTION 25-12 A RESOLUTION AMENDING THE STANDARD SPECIFICATIONS FOR CONSTRUCTION OF PUBLIC WATER AND SEWER IMPROVEMENTS, AND FOR OTHER PURPOSES. Brian went over the exhibits that update the RWU STANDARD SPECIFICATIONS. The last revision was in 2022. These consist of mainly technical material specifications as well as updating participation by private developments. Commissioner Jene' Huffman-Gilreath made a motion to approve RESOLUTION 25-12 A RESOLUTION AMENDING THE STANDARD SPECIFICATIONS FOR CONSTRUCTION OF PUBLIC WATER AND SEWER IMPROVEMENTS, AND FOR OTHER PURPOSES, seconded by Commissioner McClure. All in favor, Resolution 25-12 passes.

Chairman Carmichael then recognized Mr. Sartain to present a 2025 Long Term Flow Monitoring Proposal Submittal Package with Trekk Design Group, LLC. Staff recommends authorization to enter into an agreement with Trekk Design Group, LLC. For management, site assessment, equipment installation, monitoring, and staff training for long-term flow sewer monitoring sites. Fees will be assessed on an hourly basis, with the total contract amount not to exceed \$195,614. Staff further requests authorization to negotiate the final form and content of the agreement. Commissioner Jene' Huffman-Gilreath made a motion to approve Item 6 on the Agenda, Commissioner McClure seconded. All in favor, motion passes.

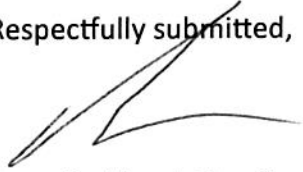
Chairman Carmichael then recognized Mr. Sartain to present a request to enter into an agreement, as a special condition of a Facilities Extension Agreement, for RWU to accept payment from the developer in the amount of \$117,500 as a fee-in-lieu of constructing 640 linear feet of water main (and associated appurtenances), to provide for future construction of a redundant water main connection. Payment shall be received prior to acceptance of the project by RWU. Staff also requests authorization to negotiate the final form and content of this agreement. Mr. Sartain explained that this fee-in-lieu was preferred over immediate construction since the roadway involved will be undergoing construction in the near future. It did not make sense to install something now that would most likely need to be re-located in the future. This fee-in-lieu allows RWU to keep the money until this project is under design in the future. Commissioner Sultemeier made a motion to approve Item 7 on the Agenda, Commissioner Greene seconded. All in favor, Item 7 passes.

Chairman Carmichael then recognized Aaron Short to present a design contract amendment with Crafton, Tull & Associates for the Blossom Way Sewer Main project. This amendment would add additional main replacements to the original design. This is preferred as RWU would like to complete the entirety of the required future main improvements in one construction contract due to potential construction issues through an operating golf course. Staff requests entering into an agreement with Crafton, Tull & Associates for Amendment No. 1 for an hourly

rate design not to exceed \$122,000. Commissioner Greene made a motion to approve Item 8 on the Agenda, Commissioner Sultemeier seconded. All in favor, motion passes.

With no further items on the Agenda, Chairman Carmichael adjourned the meeting at 5:50PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Brent Dobler', written over the text 'Respectfully submitted,'.

Brent Dobler, Acting Secretary

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