

**Rogers Waterworks and Sewer Commission**  
**June 16, 2025**  
**Minutes**

The Rogers Waterworks and Sewer Commission held its monthly meeting at 4:00 PM, June 16, 2025, at the Rogers Water Utilities Administration Building located at 601 S 2nd Street.

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

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

Chairman Carmichael recognized Jim Keller to speak under Public Requests and Appeals. Jim Keller spoke to his issue with sewer service. Chairman Carmichael stated that the issue is in process and Mr. Frazier gave an update on the process taking place. J. Gagliardo was listed as a participant under this section also but was not in attendance.

Chairman Carmichael then called for action on the minutes from the May 20, 2025, Water and Sewer Commission meeting. Commissioner McClure made a motion to approve the May 20, 2025, minutes. Commissioner Sultemeier seconded. All in favor, minutes were approved.

Chairman Carmichael then recognized Jered Sigmon to present the financial reports. Billed revenue in the Water department for May 2025 was down 11.8% from May 2024 at \$1,578,376. Water consumption was down .4% at 229,447,962 gallons. The Water department reported a net income of \$335,780 for May 2025 and YTD income of \$5,084,279. The percentage of Fiscal Year Passed is at 92%. Water revenues are 96% of budget and expenses are 93% of budget. Capital spend is 42%.

The Sewer department billed revenue for the month of May 2025 is down 13.3% from May 2024 at \$1,751,994. Sewer consumption was down .7% at 187,432,900 gallons. The Sewer department reported a net income of \$674,690 and a YTD income of \$8,641,959. The percentage of Fiscal Year Passed is at 92%. Sewer revenues are at 96% of budget and expenses are at 90% of budget. Capital is at 34%.

Unrestricted cash reserves for May 2025 in Water are \$25,776,595 and in Sewer are \$23,902,349. Restricted funds in Water are \$3,755,483 and in Sewer are \$2,908,312. Total restricted and unrestricted cash reserves are \$56,342,739. This is an increase of \$4,863,170 from May 2024. The 12-month rolling average for lost water is 7%.

Chairman Carmichael then recognized Brian Sartain to present the Engineering Reports. Mr. Sartain went over the Development Plan Review and the twelve-month trend. RWU is currently evaluating flow monitoring hardware and technology for our sewer study project. The joint contract with Bentonville on the 48" emergency construction is ongoing. RWU and consultants have met with Community Development to overlay the new densities into our existing sewer model. Blossom Way sewer assessment is underway on the large diameter pipe and RWU is evaluating our options. All options will involve a temporary detour of the Razorback Greenway. Our next two bids that will be going out will be our HWY 12 Waterline Replacement and our Chestnut Street waterline project. This required railroad approval for a bore, and we have now

received that approval. Brian then discussed a possible issue with an underground storage tank removal associated with the Solids Handling Project Ph 2 at the RPCF. We have engaged a consultant, PMI, to help mitigate this issue. Easement acquisition continues to progress on the Western Corridor Pump Station transmission main project. A meeting with ADH was held to discuss development sewer capacity to communicate our flow monitoring and model evaluation.

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. Todd informed the Commission that many of the smaller local FOG disposal sites are no longer servicing grease interceptor waste. The existing FOG haulers could now incur additional costs to dispose of this waste. RWU will closely monitor this situation to ensure illegal dumping does not take place. Several RWU personnel presented to 6<sup>th</sup> graders at Lingle Middle School during their Nature Days event where they taught them about the Clean Water Act and also had each of the students build their own water filters. A very small chlorine leak occurred during a tank change out. There were no injuries involved, no danger to the public, and no property damage. RWU reviewed our equipment, policies, and training involved and made a change to the equipment (wrench replacement). The plant treated 426.8 MG in May, treating approximately 147.8 MG of I&I. The average daily flow for the month was 13.8 MGD. These flows included 6.13" of rain over 12 events. The historical average rainfall for May is 5.92".

Chairman Carmichael then recognized Brent Dobler to present RESOLUTION 25-13 A RESOLUTION RECOMMENDING ADOPTION OF A NEW WATER RATE SCHEDULE; AND FOR OTHER PURPOSES. Mr. Dobler informed the Commission that RWU arrived at these rates by utilizing the RWU Water Master Plan. This master plan is an invaluable aid that ultimately allows the utility to stay ahead of growth, and not behind. RWU staff and consultants make changes when necessary to stay in front of changes in development codes such as the densities of new developments. This allows RWU to make planned, gradual changes to our rates. Commissioner Jene' Huffman Gilreath made a motion to approve RESOLUTION 25-13 A RESOLUTION RECOMMENDING ADOPTION OF A NEW WATER RATE SCHEDULE; AND FOR OTHER PURPOSES, seconded by Commissioner Greene. All in favor, Resolution 25-13 passed.

Chairman Carmichael then recognized Brent Dobler to present RESOLUTION 25-14 A RESOLUTION RECOMMENDING ADJUSTMENT OF DEVELOPMENT IMPACT FEES FOR WATER SERVICE; AND FOR OTHER PURPOSES. Mr. Dobler informed the Commission that our rate study consultant uses an industry standard calculation to determine the actual water impact fees that RWU could charge. RWU's proposed impact fees are less than this number. He explained that impact fees are an equitable way for new developments to pay for their share of the infrastructure improvements that allow for development capacity. Essentially, growth helps pay for growth and this is an equitable solution for our ratepayers. Commissioner Greene made a motion to approve RESOLUTION 25-14 A RESOLUTION RECOMMENDING ADJUSTMENT OF DEVELOPMENT IMPACT FEES FOR WATER SERVICE; AND FOR OTHER PURPOSES, seconded by Commissioner McClure. All in favor, Resolution 25-14 passed.

Chairman Carmichael then recognized Brent Dobler to present RESOLUTION 25-15 A RESOLUTION RECOMMENDING ADOPTION OF A NEW SEWER RATE SCHEDULE, AND FOR OTHER PURPOSES. Mr. Dobler informed the Commission that RWU arrived at these rates by utilizing the RWU Collection System and the Rogers Pollution Control Facility Master Plans. These master plans are an invaluable aid that ultimately allows the utility to stay ahead of growth, and not behind. RWU staff and consultants make changes when necessary to stay in



front of changes in development codes such as the densities of new developments. This allows RWU to make planned, gradual changes to our rates. Commissioner McClure made a motion to approve RESOLUTION 25-15 A RESOLUTION RECOMMENDING ADOPTION OF A NEW SEWER RATE SCHEDULE; AND FOR OTHER PURPOSES, seconded by Commissioner Jene' Huffman Gilreath. All in favor, Resolution 25-15 passes.

Chairman Carmichael then recognized Brent Dobler to present RESOLUTION 25-16 A RESOLUTION RECOMMENDING ADJUSTMENT OF DEVELOPMENT IMPACT FEES FOR SEWER SERVICE; AND FOR OTHER PURPOSES. Mr. Dobler informed the Commission that our rate study consultant uses an industry standard calculation to determine the actual sewer impact fees that RWU could charge. RWU's proposed impact fees are less than this number. He explained that impact fees are an equitable way for new developments to pay for their share of the infrastructure improvements that allow for development capacity. Essentially, growth helps pay for growth and this is an equitable solution for our ratepayers. Commissioner Greene made a motion to approve RESOLUTION 25-16 A RESOLUTION RECOMMENDING ADJUSTMENT OF DEVELOPMENT IMPACT FEES FOR SEWER SERVICE; AND FOR OTHER PURPOSES, seconded by Commissioner McClure. All in favor, Resolution 25-16 passed.

Chairman Carmichael then recognized Jennifer Hoffman to present RESOLUTION 25-17 A RESOLUTION AMENDING THE COMPENSATION ADMINISTRATION POLICY FOR THE ROGERS WATER UTILITIES: AMENDING PAY RANGES; AND FOR OTHER PURPOSES. Jennifer presented the updated compensation tables and explained that these ranges are calculated by a local third-party compensation consultant. She went on to explain that our current turnover rate at RWU is 9.1%. This is a budgeted item. Commissioner McClure made a motion to approve RESOLUTION 25-17 A RESOLUTION AMENDING THE COMPENSATION ADMINISTRATION POLICY FOR THE ROGERS WATER UTILITIES: AMENDING PAY RANGES; AND FOR OTHER PURPOSES, seconded by Commissioner Jene' Huffman Gilreath. All in favor, Resolution 25-17 passed.

Chairman Carmichael then recognized Jennifer Hoffman to present RESOLUTION 25-18 A RESOLUTION APPROVING THE POOL OF MERIT PAY INCREASE FUNDS FOR THE ROGERS WATER UTILITIES FOR THE NEXT BUDGETED YEAR; AND FOR OTHER PURPOSES. Jennifer stated that this establishes a 1.5% merit pay pool and that this amount mirrors the City of Rogers merit pay increase. Commissioner Jene' Huffman Gilreath made a motion to approve RESOLUTION 25-18 A RESOLUTION APPROVING THE POOL OF MERIT PAY INCREASE FUNDS FOR THE ROGERS WATER UTILITIES FOR THE NEXT BUDGETED YEAR; AND FOR OTHER PURPOSES, Commissioner McClure seconded. All in favor, Resolution 25-18 passed.

Chairman Carmichael then recognized Jered Sigmon to present RESOLUTION 25-19 A RESOLUTION AUTHORIZING THE DESTRUCTION OF CERTAIN ACCOUNTING RECORDS OF ROGERS WATER UTILITIES; AND FOR OTHER PURPOSES. Mr. Sigmon explained that in keeping with the Arkansas Code and RWU's own policies, it is time to dispose of certain accounting records. These documents in this action are from 2015, 2016 and 2017. Commissioner Jene' Huffman Gilreath made a motion to approve RESOLUTION 25-19 A RESOLUTION AUTHORIZING THE DESTRUCTION OF CERTAIN ACCOUNTING RECORDS OF ROGERS WATER UTILITIES; AND FOR OTHER PURPOSES, seconded by Commissioner Sultemeier. All in favor, Resolution 25-19 passed.

Chairman Carmichael then recognized Brian Sartain to present RESOLUTION 25-20 A RESOLUTION AUTHORIZING AN ENCROACHMENT AGREEMENT WITH BEAVER LAKE AVIATION, INC., AND FOR OTHER PURPOSES. Brian explained that every now and then, an entity has no other choice but to build something within or upon one of our easements. In this case, it is a blast fence at the airport. This property is owned by the City but leased by Beaver Lake Aviation. This is a minor encroachment, but this agreement dictates that the owner is responsible for the replacement of anything built in this easement that might need to be demolished by RWU to gain access to its assets. Commissioner Greene made a motion to approve RESOLUTION 25-20 A RESOLUTION AUTHORIZING AN ENCROACHMENT AGREEMENT WITH BEAVER LAKE AVIATION, INC.; AND FOR OTHER PURPOSES, seconded by Commissioner McClure. All in favor, Resolution 25-20 passed.

Chairman Carmichael then recognized Robert Frazier to present RESOLUTION 25-21 A RESOLUTION AUTHORIZING EXECTUION F A WATER SALES CONTRACT WITH BENTON COUNTY WATER DISTRICT #1 PUBLIC WATER AUTHORITY OF THE STATE OF ARKANSAS, RECOMMENDING PASSAGE OF A CITY ORDINANCE AUTHORIZING THE CONTRACT, AND FOR OTHER PURPOSES. Mr. Frazier explained that the existing contract with Benton County #1 expires soon, and this resolution will allow RWU to negotiate and put into place a new contract. This resolution will also require City Council approval. These contracts usually have a ten-year term. Commissioner McClure made a motion to approve RESOLUTION 25-21 A RESOLUTION AUTHORIZING EXECTUION F A WATER SALES CONTRACT WITH BENTON COUNTY WATER DISTRICT #1 PUBLIC WATER AUTHORITY OF THE STATE OF ARKANSAS, RECOMMENDING PASSAGE OF A CITY ORDINANCE AUTHORIZING THE CONTRACT, AND FOR OTHER PURPOSES, Commissioner Jene' Huffman Gilreath seconded. All in favor, Resolution 25-21 passed.

Chairman Carmichael then recognized Johnny Lunsford to present RESOLUTION 25-22 A RESOLUTION APPROVING THE PURCHASE OF CERTAIN MOTOR VEHICLES; AUTHORIZING EXPENDITURE OF FUNDS FOR THE PURCHASE; WAIVING COMPETITIVE BIDDING; AND FOR OTHER PURPOSES. Mr. Lunsford explained that RWU has located (3) new 2024 Ram 5500 tradesman chassis in Little Rock at a price that is less than what RWU had budgeted. These vehicles are not currently on the state bid. Our staff have researched regionally and cannot find a better price on these vehicles. Commissioner Huffman Gilreath made a motion to approve RESOLUTION 25-22 A RESOLUTION APPROVING THE PURCHASE OF CERTAIN MOTOR VEHICLES; AUTHORIZING EXPENDITURE OF FUNDS FOR THE PURCHASE; WAIVING COMPETITIVE BIDDING; AND FOR OTHER PURPOSES, seconded by Commissioner McClure. All in favor, Resolution 25-22 passed.

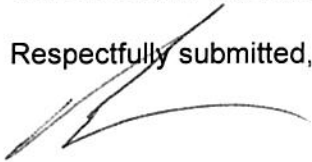
Chairman Carmichael then recognized Mr. Frazier to present RESOLUTION 25-23 A RESOLUTION APPOINTING AN ORGANIZATIONAL REPRESENTATIVE FOR ANTICIPATED LITIGATION; AUTHORIZING FILING OF THE CLAIMS REGARDING A UTILITY EASEMENT AND SEWER SERVICE AT 952 N. 2<sup>ND</sup> STREET AND 954 N. 2<sup>ND</sup> STREET IN ROGERS, ARKANSAS, AND RELATED MATTERS; AND FOR OTHER PURPOSES. Mr. Frazier explained that we hope that we do not have to use this, but we should have this in place if required. This will appoint the Superintendent as the organizational representative if any enforcement actions are required. Commissioner Greene made a motion to approve RESOLUTION 25-23 A RESOLUTION APPOINTING AN ORGANIZATIONAL REPRESENTATIVE FOR ANTICIPATED LITIGATION; AUTHORIZING FILING OF THE CLAIMS REGARDING A UTILITY EASEMENT AND SEWER SERVICE AT 952 N. 2<sup>ND</sup> STREET AND 954 N. 2<sup>ND</sup> STREET IN ROGERS, ARKANSAS, AND RELATED MATTERS; AND FOR

OTHER PURPOSES, seconded by Commissioner McClure. All in favor, Resolution 25-23 passed.

Chairman Carmichael then introduced the last item on the agenda: recommendation to the City Council of Commissioner McClure to serve another term on the Rogers Water and Sewer Commission. Commissioner Jene' Huffman Gilreath made a motion to approve Kathy McClure to another term on the Rogers Water and Sewer Commission, seconded by Commissioner Sultemeier. All in favor, motion passed. This recommendation will be presented to the City Council where they will vote on the appointment of Kathy McClure to another term on the Rogers Water and Sewer Commission.

With no further business, Chairman Carmichael adjourned the meeting at 5:03 pm.

Respectfully submitted,

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

Brent Dobler, Acting Secretary  
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