

NORTH LITTLE ROCK WASTEWATER TREATMENT COMMITTEE

MINUTES OF A MEETING HELD TUESDAY, APRIL 9, 2019

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, April 9, 2019 at the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by Chairman Matthews at approximately 12:15 p.m. Those in attendance at the meeting were Mr. K.W. Matthews, Mr. Ed Nelson, Ms. Karen Bryant and Mr. Gabe Stephens (who has been appointed by Mayor Smith to serve out the balance of Mr. Carman's term), and in addition, Mr. Jack Stowe, representative from the City of Maumelle. Also in attendance were Mr. Marc Wilkins, Director, Ms. Gina Briley, Mr. Charles Frost, Mr. Ronnie Thompson, Mr. Michael Clayton, Mr. Lyle Leubner, Ms. Kris Ramon, Mr. Bill Halter with *Scenic Hill Solar, LLC*, Ms. Lindsey Baker with EGP, PLLC, Ms. Cindy Doramus with the Boys & Girls Club of North Little Rock, Mr. Ben Rainwater with Brown Engineers, Mr. Sam Hilburn and Mr. Mark Halter with Hilburn, Calhoon, Harper, Pruniski & Calhoun, Ltd. and Dawn Harmon.

First, the Committee reviewed the minutes of its March 12, 2019 meeting. There being no questions or comments, a motion was made by Ms. Bryant, seconded by Mr. Nelson, to approve the minutes of the March 12, 2019 meeting. The motion carried unanimously.

The Committee then heard from Ms. Cindy Doramus with the Boys and Girls Club of North Little Rock. She was present at the meeting to request an adjustment to their sewer bill. She informed the Committee that several instances have occurred, out of their control, which have led to higher than normal sewer bills. Some of those being:

-A stolen RPZ valve, the plumber replaced the valve but informed them there could be grit in the service lines which would need to be flushed and they might experience higher bills for a period of 5 to 6 months.

-There was a leaking toilet which was also fixed by the plumber. However it appears there were other toilets that were running continuously and all this water was sent through the Utility's system.

In August of 2018 the sewer bill was approximately \$3,000 and in September of 2018 the sewer bill was approximately \$1,446. After further discussion by the Committee with Ms. Doramus, Mr. Wilkins advised the Committee that it is not the Utility's policy to make adjustments on bills in these types of circumstances and further he has no authority to do so. At this time no action was taken by the Committee. Mr. Wilkins did note that he has waived all late fees on this account.

The Committee then reviewed the cash disbursements for the month of March 2019. There being no questions or comments, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to approve the cash disbursements for March 2019 reflecting total cash disbursements of \$1,939,719.49 and fund transfers between accounts of \$1,379,266.67. The motion carried unanimously.

Upon motion made by Mr. Nelson, seconded by Ms. Bryant, the Committee unanimously approved the Financial Statement for March 2019.

Mr. Wilkins then stated that at the March 2019 Committee meeting, *Scenic Hill Solar, LLC* and *entegrity, LLC* made presentation regarding installation of solar power generation arrays through the "Energy Savings Performance Contracting" project delivery method of financing. The staff, along with Mr. Ed Nelson, have toured a local solar installation and have consulted with Jason Carter of the Carter Law Firm, LLC with regard to same. Mr. Wilkins explained to the Committee that through these meetings, they were informed that CAW and the City of Conway re also looking at solar installations. He stated that since this is such a new concept, he believes the Committee, along with the Utility, needs more information and a little more guidance. Mr. Wilkins consulted Thad Luther at CAW to see where they are with the project. CAW is going to use the Revolving Loan Fund to fund their project and they have consulted with Brown Engineers. Mr. Ben Rainwater, a PhD engineer with Brown Engineers was present at the meeting to answer questions for the Utility. At the end of discussion, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to authorize the staff to negotiate with Brown Engineers to assess the viability of solar net metering, to determine the scope of work involved and to provide an opinion of potential cost and savings at a cost of \$8,000 to \$10,000. The motion carried unanimously.

EGP, PLLC has completed the audit for the year ended December 31, 2018. Ms. Lindsey Baker was present at the meeting to present the audit findings and answer any questions. Ms. Baker explained that as noted in Note 1 to the financial statements, during the year, the entity changed some of its methods of accounting. The cumulative effect of the accounting change as of the beginning of the year has been reported in the Statement of Activities. Additionally, Ms. Baker stated that the hike in current assets, insurance receivable, was due to the recent fire at the

Utility. On a final note, Ms. Baker informed the Committee that the asset to liability ratio was excellent even as compared to other Utilities. As in past years, this was another good clean audit and Ms. Baker thanked Ms. Briley, Mr. Wilkins and members of the staff for their cooperation and good work. After further discussion, a motion was made by Nelson, seconded by Ms. Bryant, to approve the 2018 Audit Report and authorize distribution of same. The motion carried unanimously.

Mr. Wilkins then advised the Committee that the Plumbing Inspector's current vehicle is a 2009 Chevrolet Colorado pick up truck. This vehicle has more than 187,000 miles on it and is budgeted for replacement in 2019. The budgeted amount is \$28,000. The suggested replacement is a 2019 RAM 1500 Classic Crew Cab from the State Contract at a price of \$21,196. Therefore, a motion was made by Ms. Bryant, seconded by Mr. Nelson, to authorize the purchase of a 2019 RAM 1500 Classic Crew Cab from the State Contract to replace the Inspector's current vehicle for the amount of \$21,196. The motion carried unanimously.

Mr. Wilkins then introduced Ms. Kris Ramon. Ms. Ramon has her Masters Degree and was hired to be in charge of the *safety program, laboratory and pre-treatment department* for the Utility. Additionally, Mr. Wilkins announced that Mr. Lyle Luebner was promoted to be in charge over the treatment and pump maintenance departments.

There being no further action to come before the Committee, a motion was made by Mr. Nelson to adjourn the meeting. The motion carried unanimously, and the meeting was adjourned at approximately 1:31 p.m.

APPROVED AS TO FORM:

RESPECTFULLY SUBMITTED,

K. W. MATTHEWS, CHAIRMAN

SYLVESTER SMITH,
VICE-CHAIRMAN/SECRETARY

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