

NORTH LITTLE ROCK WASTEWATER TREATMENT COMMITTEE

MINUTES OF A MEETING HELD TUESDAY, DECEMBER 10, 2019

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, December 10, 2019 at the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by Chairman Matthews at approximately 12:17 p.m. The roll was called and all members were present. Those in attendance at the meeting were Mr. K.W. Matthews, Mr. Sylvester Smith, Mr. Ed Nelson, Ms. Karen Bryant and Mr. Gabe Stephens, and in addition, Mr. Jack Stowe, representative from the City of Maumelle. Also in attendance were Mr. Marc Wilkins, Director, Mr. Michael Clayton, Assistant Director, Ms. Gina Briley, Mr. Charles Frost, Mr. Lyle Leubner, Mr. Jason Carter with the Carter Law Firm, Mr. Sam Hilburn with Hilburn, Calhoun, Harper, Pruniski & Calhoun, Ltd. and Dawn Harmon.

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

Next, the Committee reviewed the cash disbursements for the month of November 2019. Mr. Nelson asked for an update regarding the payment of franchise taxes. Mr. Wilkins stated that the City of North Little Rock's was 6.9% and paid \$620,000.00 annually and the City of Maumelle's was 4.25% and paid \$150,000.00 annually. After further discussion, a motion was made by Mr. Smith, seconded by Mr. Nelson, to approve the cash disbursements for November 2019 reflecting total cash disbursements of \$2,766,316.05 and fund transfers between accounts of \$1,719,266.67. The motion carried unanimously.

Upon motion made by Mr. Smith, seconded by Mr. Nelson, the Committee unanimously approved the Financial Statement November 2019. It was noted that the final claim for the fire damage was submitted to the insurance carrier last week in the amount of \$945,000.00. To date, the claims total \$1,200,000.00.

The Committee then discussed the Vestal Street sewer relocation. Halff + Marlar, on behalf of North Little Rock Wastewater, received bids for the Vestal

Street Sewer Relocation on Tuesday, December 3, 2019 at 10:00 a.m. The only bid received was submitted by Diamond Construction Co., Inc. of North Little Rock, Arkansas in the amount of \$324,895.00. The engineer's estimate for this project was \$315,563.00. Funds for this project will come from the *Emergency Relocations* item in the 2019 Budget which includes \$300,000.00, and the balance will be paid from general revenues. A motion was then made by Mr. Nelson, seconded by Ms. Bryant, to authorize the staff to award the contract for the Vestal Street Sewer Relocation project to Diamond Construction Co., Inc., of North Little Rock, Arkansas in the amount of \$324,895.00. The motion carried unanimously.

The Committee then discussed the Camp Robinson Road Sanitary Sewer Relocation. Thomas Engineering Company, on behalf of North Little Rock Wastewater, received bids for the Camp Robinson Road Sanitary Sewer Relocation on Tuesday, November 19, 2019 at 10:00 a.m. Gene Summers Construction, Inc. was the low bidder at \$76,658.80. The engineer's estimate for this project was \$55,705.00. The 2019 Budget includes \$75,000.00 for this project. After discussion, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to authorize the staff to award the contract for the Camp Robinson Road Sanitary Sewer Relocation project to Gene Summers Construction, Inc. of Maumelle, Arkansas in the amount of \$76,658.80. The motion carried unanimously.

The Committee then reviewed the invoice received for the 2020 Workers' Compensation Insurance in the amount of \$76,911.00. The amount paid for 2019 was \$76,544.00. The National Council on Compensation Insurance Rates for the Utility's payroll classes remained basically the same as 2019. The Utility's experience rating went from 1.65 to 1.46, which is an 11.5% decrease. The Utility did not qualify for the volume discount for 2020 which is based on the cumulative loss ratio. The number of claims for the three years considered in the ratio are as follows:

2016 - 17 claims
2017 - 11 claims
2019 - 7 claims

An amount of \$80,000.00 is included in the draft 2020 budget. A motion was made by Mr. Smith, seconded by Ms. Bryant, to authorize payment to the Municipal League Workers' Compensation Trust in the amount of \$76,911.00. The motion carried unanimously.

Mr. Jason Carter then gave a solar power update to the Committee with regard to Federal and State activity. He further stated that he should have a contract ready to be inked by January 2020.

Mr. Wilkins then informed the Committee that the Utility's annual Christmas party was this coming Friday at 12:00 noon at the Wyndham Hotel. He invited all the Committee members, and their spouses, to attend.

There being no further action to come before the Committee, a motion was made by Mr. Smith to adjourn the meeting. The motion carried unanimously, and the meeting was adjourned at approximately 12:54 p.m.

APPROVED AS TO FORM:



K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,



SYLVESTER SMITH,
VICE-CHAIRMAN/SECRETARY