

NORTH LITTLE ROCK WASTEWATER TREATMENT COMMITTEE

MINUTES OF A MEETING HELD TUESDAY, NOVEMBER 12, 2019

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, November 12, 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. The roll was called and a quorum was present. Those in attendance at the meeting were Mr. K.W. Matthews, Mr. Ed Nelson and Ms. Karen Bryant. Also in attendance were Mr. Marc Wilkins, Director, Mr. Michael Clayton, Assistant Director, Ms. Gina Briley, Mr. Charles Frost, Mr. Ronnie Thompson, Mr. Scott Hilburn with Hilburn, Calhoun, Harper, Pruniski & Calhoun, Ltd. and Dawn Harmon.

First, the Committee reviewed the minutes of its October 8, 2019 meeting. There being no questions or comments, a motion was made by Ms. Bryant, seconded by Mr. Nelson, to approve the minutes of its October 8, 2019 meeting. The motion carried unanimously.

Next, the Committee reviewed the cash disbursements for the month of October 2019. After discussion, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to approve the cash disbursements for October 2019 reflecting total cash disbursements of \$3,164,620.31 and fund transfers between accounts of \$2,562,391.43. The motion carried unanimously.

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

Mr. Wilkins then advised the Committee that the staff has prepared bid documents for the pipe bursting rehabilitation in the Lakewood area in an effort to reduce SSOs in the Snake Hill Basin. The project includes pipe bursting of approximately 28,850 linear feet of 6", 8", 10" and 12" gravity sewer mains. The estimated cost for the project is \$1,800,000.00 which will be funded from the NLRW reserves and will be in the 2020 budget. In discussing this item, as well as the next two items on the Agenda, the Committee discussed the Utility's reserves as well as the financing for these projects. After discussion, a motion was made by Ms. Bryant, seconded by Mr. Nelson, to authorize the staff to advertise for bids for the

Lakewood Pipe Bursting 2019 Rehabilitation Project in the Lakewood area. The motion carried unanimously.

The staff also prepared bid documents for the cured-in-place pipeline rehabilitation (CIPP) in the Lakewood area in an effort to reduce SSOs in the Snake Hill Basin. The project includes internal lining of approximately 21,829 linear feet of 6", 8", 10", 18" and 24" gravity sewer mains. The estimated cost for the project is \$1,320,000 which will be funded from the NLRW reserves and will be in the 2020 budget. Therefore, a motion was made by Ms. Bryant, seconded by Mr. Nelson, to authorize the staff to advertise for bids for the Lakewood CIPP 2019 Rehabilitation Project in the Lakewood area. The motion carried unanimously.

Additionally, the staff has prepared bid documents for the cured-in-place pipeline rehabilitation (CIPP) of interceptor sewer lines in an effort to reduce SSOs in the North Argenta and Dark Hollow areas. The project includes internal lining of approximately 8,695 linear feet of 18", 24", 30" and 36" reinforced concrete pipe interceptor sewer lines using CIPP. By-pass pumping, heavy cleaning and detailed CCTV of the interceptors will be part of the CIPP activities. The estimated cost for this project is \$1,814,000.00 which will be funded from the NLRW reserves and will be in the 2020 budget. It was noted that cost of this project is more expensive based on the size of the pipe. After discussion, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to authorize the staff to advertise for bids for Dark Hollow Interceptors CIPP 2019 Rehabilitation Project in the Dark Hollow area. The motion carried unanimously.

Mr. Wilkins then notified the Committee that the Utility received notification that the intent to renew the property and liability coverage for 2020 will be due November 8. Since the Committee did not meet until the 12th, APERMA extended the notification period until after the Committee could meet and take a vote. The payment in the amount of \$143,789.00 is due by January 15, 2020. This is an increase of 22% over the 2019 cost. APERMA will continue to pay up to \$7,500.00 per sewer back-up claim, with an annual cap of \$50,000.00. An amount of \$150,000.00 is included in the 2020 draft budget. A motion was made by Mr. Nelson, seconded by Ms. Bryant, to authorize a payment to APERMA for property and liability insurance coverage in the amount of \$143,789.00. The motion carried unanimously.

Mr. Nelson then informed the Committee that the retirement committee recently met and in that meeting the definition of "5 highest years of salary" was discussed. In determining how future benefits are paid to a retired employee, was it 5 highest years of salary or 5 consecutive years of salary? After further discussion,

Mr. Nelson advised that the definition of compensation was defined the amended and approved by the retirement committee. Therefore, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to approve the amendment which is:

“Average Annual Compensation” means the average of a Participant’s annual Compensation for a Plan Year (the “determination period”) over the 5 determination periods which occur in the last 10 Years of Credited Service that produces the highest average. If the Participant has less than 5 Years of Credited Service, Compensation if averaged over years in which the Participant earns a Year of Credited Service. In determining Average Annual Compensation, whole years of Compensation will be used.

The motion carried unanimously.

Mr. Wilkins then updated the Committee as follows:

The costs associated with setting up the temporary facility after and during construction now totals \$40,269.00. This amount will be submitted to insurance.

He has asked Crist Engineers to prepare plans and specifications for the replacement of the 350 hp pumps. The plans and specifications should cost approximately \$11,000.00.

Diamond Construction ran into problems at the 824 Palm Street repair. The original estimate was \$135,000.00 and the actual cost is now \$192,724.00. This amount will be submitted to FEMA for reimbursement.

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 12:50 p.m.

APPROVED AS TO FORM:



K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,



SYLVESTER SMITH,
VICE-CHAIRMAN/SECRETARY