

NORTH LITTLE ROCK WASTEWATER TREATMENT COMMITTEE

MINUTES OF A MEETING HELD TUESDAY, MARCH 13, 2018

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, March 13, 2018 at the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by Chairman Matthews at approximately 12:14 p.m. Those in attendance at the meeting were Mr. K.W. Matthews, Mr. Ed Nelson, Mr. Clark McGlothin and Ms. Karen Bryant, 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. Lyle Leubner, Mr. Michael Clayton, Mr. Sam Hilburn and Mr. Mark Halter with Hilburn, Calhoun, Harper, Pruniski & Calhoun, Ltd. and Dawn Harmon.

First, the Committee reviewed the minutes of its February 13, 2018 meeting. A motion was made by Mr. McGlothin, seconded by Ms. Bryant, to approve the minutes of the February 13, 2018 meeting. The motion carried unanimously.

Next, the Committee reviewed the cash disbursements for February 2018. There being no questions or comments, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to approve the cash disbursements for February 2018 reflecting total cash disbursements of \$1,595,653.09 and transfers between accounts of \$1,156,616.67. The motion carried unanimously.

Upon motion made by Mr. McGlothin, seconded by Mr. Nelson, the Committee unanimously approved the Financial Statement for February 2018.

Mr. Wilkins then advised the Committee that the Laboratory was in need of a new vehicle to replace unit #108. Unit #108 is a 2012 Jeep Liberty with 111,153 miles used by the Laboratory staff. Over the life of Unit #108, the Utility has spent \$9,041.21 in maintenance and repairs, and the unit is currently in need of additional minor repairs. The staff has expressed the need for a vehicle with a larger capacity than the Jeep Liberty. Since the Maumelle WTP was added to the lab route, all of the ice chests needed to store samples will not fit into the Jeep Liberty, requiring multiple trips. Additionally, when the Laboratory needs to haul a sampler or purchase bulk sample jugs, they physically will not fit into the Jeep Liberty. Therefore, the staff has requested a Ford Transit as a suitable replacement vehicle. The Ford Transit is available on the State contract for \$23,200

and this item is included in the 2018 Budget in the amount of \$25,000. After the purchase of a new vehicle, Unit #108 will be sold at auction on Gov.Deals. A motion was then made by Mr. Nelson, seconded by Ms. Bryant, to authorize the staff to purchase a replacement vehicle off the State contract at a purchase price of \$23,200. The motion carried unanimously.

Mr. Wilkins then advised the Committee that while performing SS Evaluations, they have discovered clean out caps have been removed which leaves a 4-inch open hole for infiltration of water. It is the homeowners' responsibility to keep the caps in place but they are not doing that for whatever reason. At this time, they have discovered approximately 617 missing caps. The replacement caps only cost a couple of dollars and the Utility is going to replace the caps. The caps will be replaced by Utility workers who will be identified by their uniform. They will knock on doors to advise what they are doing and if no one is home, they will leave a door hanger addressing the problem. The Utility will do this as a public service to the homeowners which will then fix a lot of the I&I for a small amount of money.

A motion was then made by Mr. McGlothlin, seconded by Ms. Bryant, to excuse the absence of Mr. Smith from the meeting. The motion carried unanimously.

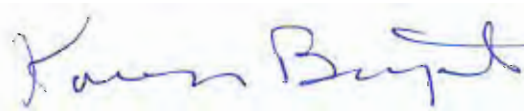
There being no further action to come before the Committee, a motion was made by Mr. Nelson, to adjourn the meeting. The motion carried unanimously, and the meeting was adjourned at approximately 12:25 p.m.

APPROVED AS TO FORM:



K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,



SYLVESTER SMITH,
VICE-CHAIRMAN/SECRETARY