

**NORTH LITTLE ROCK
WASTEWATER TREATMENT COMMITTEE**

MINUTES OF A MEETING HELD TUESDAY, DECEMBER 12, 2023

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, December 12, 2023, in 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 all Committee members were present. Those in attendance at the meeting were Chairman Matthews, Mr. Gabe Stephens, Mr. Ed Nelson, Ms. Karen Bryant, and Ms. Marie Hollowell. Also in attendance were Mr. Michael Clayton, Director, Ms. Alice Fulk, Human Resources Director, Ms. Kayla Koba, Senior Accountant, Mr. Scott Hilburn with Hilburn & Harper, Ltd., and Dawn Harmon.

First, the Committee reviewed the minutes of its November 14, 2023, meeting. There being no questions or comments, a motion was made by Mr. Stephens, seconded by Ms. Bryant to approve the minutes of the November 14, 2023, meeting as submitted. The motion carried unanimously.

Next, the Committee reviewed the cash disbursements for November 2023. After review of the disbursements, a motion was made by Mr. Nelson, seconded by Mr. Stephens, to approve the cash disbursements for November 2023 reflecting total cash disbursements of \$2,591,718.12 and fund transfers between accounts of \$2,049,557.78. The motion carried unanimously.

The Committee then reviewed the Financial Statement for November 2023. Upon motion made by Mr. Nelson, seconded by Ms. Bryant, the Committee unanimously approved the Financial Statement for November 2023. Director Clayton then gave a brief overview of the upcoming projects for 2024 and the approximate funds that will be expended on said projects.

Director Clayton then advised the Committee that the Utility has received an invoice for the 2024 Workers' Compensation Insurance in the amount of \$59,609.00. The amount paid for 2023 was \$52,480.00. The *National Council on Compensation Insurance Rates* for the Utility's payroll classes increased by 14%. The Utility's experience rating stayed at 0.96 and it received a 3.5% discount for 2024. The amount of \$65,500.00 is included in the 2024 budget for the workers' compensation insurance. After discussion, a motion was made by Mr. Stephens, seconded by Ms.

Bryant, to authorize payment to the Municipal League Workers' Compensation Trust in the amount of \$59,609.00. The motion carried unanimously.

Upon motion made by Ms. Hollowell, seconded by Mr. Nelson, the Committee unanimously approved the 2024 Budget as presented at the November 14, 2023, Committee meeting.

In response to a question posed at the November 14th Committee meeting, Director Clayton updated the Committee on funds spent for repairs to the Maumelle Plant. He stated that the average spent was approximately \$70,000/year over the last four years. The plant was acquired in 2016.

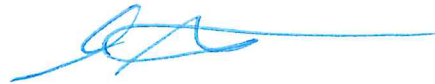
There being no further action to come before the Committee, a motion was made by Mr. Nelson to adjourn the meeting. The motion was carried unanimously, and the meeting was adjourned at approximately 12:37 p.m.

APPROVED AS TO FORM:



K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,



VICE-CHAIRMAN/SECRETARY