

**NORTH LITTLE ROCK
WASTEWATER TREATMENT COMMITTEE**

MINUTES OF A MEETING HELD TUESDAY, SEPTEMBER 10, 2024

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, September 10, 2024, in the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by Chairman Matthews at approximately 12:16 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. Shelley Cline, Director of Finance, Mr. Sam Hilburn and Mr. Scott Hilburn with Hilburn & Harper, Ltd. and Dawn Harmon.

First, the Committee reviewed the minutes of its August 13, 2024, meeting. There being no questions or comments, a motion was made by Ms. Hollowell, seconded by Ms. Bryant, to approve the minutes of the August 13, 2024, meeting as submitted. The motion carried unanimously.

The Committee then reviewed the cash disbursements for August 2024. There being no questions, a motion was made by Mr. Stephens, seconded by Mr. Nelson, to approve the cash disbursements for August 2024 reflecting total cash disbursements of \$2,810,523.19 and fund transfers between accounts of \$2,212,550.00. The motion carried unanimously.

After review and a lengthy discussion of the May, June and July 2024 financial statements, a motion was made by Mr. Nelson, seconded by Mr. Stephens, to approve the financial statements for May, June and July 2024. The motion carried unanimously.

Chairman Matthews then advised the Committee that due to the absence of Director Clayton at the time of October 2024 meeting (Director Clayton will be attending the WEFTEC in New Orleans) the meeting should be moved to the third (3rd) Tuesday which is October 15th. A motion was made by Mr. Stephens, seconded by Ms. Bryant, to move the October Committee meeting to Tuesday, October 15, 2024. The motion carried unanimously.

The Committee then discussed the Clarifier Mechanism and Structure Coating Project 2024 which was originally approved at the July 2024 meeting. However, after uncovering discrepancies from the Contractor's Licensing Board regarding the legality of the low bidder's qualifications to bid, the Utility's attorneys advised Director Clayton to reject all bids and readvertise the project. The rebidding process is now complete, and the totals are below.

Mongan Painting	\$	972,000.00
Kinard Painting & Sandblasting		1,061,014.00
Thomas Industrial Coatings		1,094,905.00

After review, a motion was made by Mr. Stephens, seconded by Mr. Nelson, to authorize the staff to award the contract to Mongan Painting in the amount of \$972,000.00 for the Clarifier Mechanism and Structure Coating Project 2024. The motion carried unanimously.

Next, the Committee discussed an Amendment to Exhibit "A" of Committee Resolution for Fee for Operation, Maintenance and Replacement for Pump Stations. The Utility currently maintains 75 pump stations. The method for calculating the fee for operation, maintenance and replacement for Pump Stations was last updated in 2004. Attached to the Agenda is both the Committee Resolution establishing the Fee from 1997 and the 2004 revised Exhibit "A". In step number I., second bullet point, the proposal is to use the most recent 5-years of data rather than the current 10 years set out in the formula. No other change to the Resolution or the calculation is recommended at this time. After review and discussion, a motion was made by Mr. Nelson, seconded by Mr. Stephens, to approve the revision to Exhibit "A" to Committee Resolution for Fee for Operation, Maintenance and Replacement for Pump Stations such that the formula will use the most recent 5-years of data. 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 1:10 p.m.

APPROVED AS TO FORM:


K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,


**GABE STEPHENS, VICE-CHAIRMAN/
SECRETARY**