NORTH LITTLE ROCK
WASTEWATER TREATMENT COMMITTEE

MINUTES OF A MEETING HELD TUESDAY, FEBRUARY 13, 2024

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, February 13, 2024, in the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by Chairman Matthews at approximately 12:10 p.m. The roll was called and a quorum was present. Those in attendance at the meeting were Chairman Matthews, 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. Sam Hilburn with Hilburn & Harper, Ltd. and Dawn Harmon.

First, the Committee reviewed the minutes of its January 9, 2024, meeting. There being no questions or comments, a motion was made by Ms. Bryant, seconded by Ms. Hollowell, to approve the minutes of the January 9, 2024, meeting as submitted. The motion carried unanimously.

Next, the Committee reviewed the cash disbursements for January 2024. After review, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to approve the cash disbursements for January 2024 reflecting total cash disbursements of $2,502,245.66 and fund transfers between accounts of $1,538,797.84. The motion carried unanimously.

The Committee then reviewed the Financial Statement for January 2024. Mr. Nelson commented that revenues are down. Director Clayton advised that this is due to a duplicate payment made in December in the approximate amount of $470,000.00 and is made up in January of 2024 so there is still a positive cash flow. There being no further discussion on the Financial Statement, a motion was made by Mr. Nelson, seconded by Ms. Hollowell, to approve the Financial Statement for January 2024. The motion carried unanimously.

Director Clayton then explained that the Pulaski Area Geographic Information System (PAgis) began in 1990 as a cooperative venture among the City of Little Rock, Little Rock Municipal Water Works and the Little Rock Wastewater to combine the resources to economize the cost and standardization of GIS. Since 1990, Pulaski County, North Little Rock Wastewater, City of North Little Rock, City of Jacksonville and the City of Sherwood have joined as members of PAgis.

The City of Maumelle City Council voted on December 18, 2023 to join PAgis. The Committee then reviewed the attached Interlocal Agreement which will need to be adopted as the sixth restatement and amendment to allow for the addition for the City of Maumelle to be part of PAgis. A motion was then made by Mr. Nelson, seconded by Ms. Bryant, to authorize the Director to execute the sixth restatement and amendment of the PAgis Interlocal Agreement to include the City of Maumelle as a member of the PAgis organization. The motion carried unanimously.

The Committee then discussed the annual PAgis operating dues. It was noted that engineering and maintenance/construction departments use GIS as part of everyday workflows managing the wastewater assets which include 17,913 manholes and 3,861,383 LF (731.3 miles) of sewer lines. The background and working data such as imagery, Lidar, elevations, streets, building outlines, address, parcel outlines, etc. is developed and maintained by PAgis staff. The annual dues payment for membership to the Pulaski Area Geographic Information System (PAgis) is due. The amount is $42,087.30. This is an increase from last year's payment of $39,705.00. A motion was then made by Ms. Hollowell, seconded by Mr. Nelson, to authorize the annual dues payment to PAgis in the amount of $42,087.30. The motion carried unanimously.

Director Clayton explained to the Committee that the staff has prepared documents for pipe bursting an additional 64 gravity sewer line segments with a total of 10,882 linear feet of six-inch gravity sewer lines to be added to the existing contract under the Broadway Area Pipe Bursting 2023 Collection System Renewal Project. All prices are unit prices which have already been established by the existing contract except Item #1 for Mobilization and the estimates are based on extension of itemized quantities. All line segments are part of a special effort by staff to mitigate historical repetitive Sanitary sewer Overflows (SSOs) using a five-year look back. Attached to the Agenda is the proposed itemized Change Order #2 in the amount of $1,317,847.00 to be added to the original contract amount plus previous Change Order #1 for a total contract amount of $5,029,653.00. An additional 115 days will be added to the contract date for completion. A motion was made by Ms. Bryant, seconded by Mr. Nelson, to authorize the Director to execute Change Order #2 utilizing unit pricing from the Broadway Area Pipe Bursting 2023 Collection System Renewal Project. The motion carried unanimously.

The Committee discussed the Faulkner Lake Basin Hydraulic Model and Capital Improvement Plan (CIP). The proposal received from RJN Group for the development of a hydraulic model and CIP for the Faulkner Lake system, including the Eastside pressure system, requires careful consideration and evaluation. The Faulkner Lake Basin, being the oldest of the four major treatment basins in the

Utility's service area, presents significant challenges with its extensive network of 1.6 million feet or 220.7 miles of pipe. Since 2013, NLRW has completed or is under contract for 499,740 linear feet of sewer line rehabilitation. This represents about 43% of the entire Faulkner Lake Basin. There remains a pressing need to comprehensively analyze capacity restrictions and develop a CIP to address present and future challenges. Although declining population in some of the areas are contributing to the reduction of overall flow to the Faulkner Lake Water Reclamation Facilities, significant changes to density developments in the downtown area of North Little Rock are creating concern for hydraulic capacity of existing sewer facilities. The Utility's primary objective is to initiate the development of a hydraulic model to analyze capacity restrictions and formulate a CIP for the Faulkner Lake system using current trends or activity in the development or redevelopment zones. The calibrated hydraulic model will serve as a valuable tool in assessing capacity utilization across all collection system assets, providing essential recommendations for both the current system and anticipated developments. This proposed approach involves utilizing flow monitoring data as the foundation for calibrating and building a comprehensive hydraulic model for Faulkner Lake, encompassing the Eastside flow shed whereas the hydraulics perform differently than traditional open channel sewers. This model will be instrumental in identifying potential bottlenecks and formulating effective strategies for capacity improvements. The attached proposal from RJN Group is based on unit billing and lump sum basis for a total not-to-exceed fee of $473,070.00. The NLRW 2024 Budget includes $500,000.00 for a hydraulic model to begin this spring. After a lengthy discussion, a motion was made by Ms. Hollowell, seconded by Ms. Bryant, to authorize the Director to enter into a contract with RJN Group for the Faulkner Lake Basin Hydraulic Model and Capital Improvement Plan. The motion carried unanimously.

The Committee then discussed sponsorship of the North Little Rock Chamber of Commerce Annual Meeting. As per the North Little Rock Wastewater's policy, utilizing ratepayer funds for supporting nonprofit organizations or any entity requires full approval from the North Little Rock Wastewater Committee, adhering to Arkansas Code 14-234-307. The North Little Rock Chamber of Commerce has requested sponsorship from NLRW for a table accommodating ten individuals at their Annual Meeting, priced at $1,000.00. The event is scheduled for Thursday, February 29, 2024 at the Simmons Bank Arena. While NLRW has historically supported local chamber events, recent deliberations by the Arkansas Legislature Joint Review Committee have
highlighted concerns regarding public utilities' contributions to nonprofit organizations. Therefore, the NLRW has instituted a policy aligning with Arkansas Code 14-234-307 which was attached to the Agenda as Exhibit "A." A motion was then made by Mr. Nelson, seconded by Ms. Hollowell, to sponsor a table at the

North Little Rock Chamber of Commerce's 29th Annual Meeting at the cost of $1,000.00 as required by Arkansas Code 14-234-307 and NLRW Policy. The motion carried unanimously.

Director Clayton advised that the Utility was in receipt of the invoices for property and general liability insurance for 02.01.2024 through 01.31.2025. The property insurance invoice total is $102,386.75 which reflects a 20.37% increase. The motor vehicle insurance invoice total is $41,930.67 which reflects a 19.49% increase. The total amount due is $144,317.42. A motion was made by Ms. Bryant, seconded by Ms. Hollowell, to authorize payment to the Arkansas Municipal League in the amount of $144,317.42 for property and general liability insurance. The motion carried unanimously.

Next, Director Clayton explained that The Five Mile Creek Water Reclamation Facility has two large pump stations and each station is set up in a 4-pump station. They each have 2 small pumps to handle average daily flows. During wet weather events, both large 180 HP influent and both large 140 HP effluent pumps run concurrently to keep up with the high volume of flow coming into and out of the plant. The pumps are manufactured by Flygt and are some of the most robust and reliable pumps on the market. However, like anything else mechanical, they will fail at some point. The downside to Flygt pumps is the lead time on parts. Pumps of this size are custom designed for specific duty points and are built to order. Because of this, the turnaround for repairs has been in the 4-to-6 month range. Operating for extended periods without peak pumping capacity renders the Utility vulnerable to SSO's within the collection system and plant. The Faulkner Lake Water Reclamation Facility has two 150 HP Flygt pumps for average daily influent flow. They have been in service 11 years and have taken significant wear due to the high grit content of this facility's influent. These pumps are critical as they promote a steady flow rate, which encourages a more consistent Activated Sludge biological process for compliance. The facility also contains two 350 HP pups for wet weather, but they are poorly suited for average daily flows. The staff has been working with the local Flygt rep, Jack Tyler Engineering, to determine which parts have long lead times and developed a budget figure for 2024. The staff would like to utilize this budget with the aim of obtaining parts on hand to expedite these critical pump repairs. The action-requested amount is actually an additional $1,331.00, for a total of $86,573.00. The difference is two additional feet to the length of the cable. Director Clayton went on to add that the spare parts will be held at the Utility until needed. A motion was then made by Ms. Bryant, seconded by Mr. Nelson, to authorize the staff to purchase a set of repair parts for each of these three different pump models from Jack Tyler Engineering in the amount of $86,573.00. The motion carried unanimously.

The Committee then discussed an Engineering Services Agreement for the Maumelle Pump Station. The Maumelle Diversion Project was segregated into two major projects with Crist Engineers back in 2018. The first project was the Maumelle Treatment Plant conversion to an inline pumping station with equalization basin modifications. Crist Engineers completed the design for repurposing the existing influent pumping station as a collection system pumping station while Halff Associates completed the design of the equalization basin modification for the South Lagoon. While using the existing pumping station for the treatment plant and converting it for a different delivery of raw sewage to a force main to the White Oak Water Reclamation Facilities creates logistical challenges. The high level of difficulty of replacing the pumping station while keeping the pumping station running for the wastewater treatment plant created unnecessary elevated risks for contractors which drives up the inflationary cost to the project while reducing the available bidders for the project necessary for healthy competition. The second phase of the project is the completed design of the 24" force main from the Maumelle Water Reclamation Facilities to the White Oak Water Reclamation Facilities by Halff Engineers and Crist Engineers. Currently, NLRW has been working to acquire easements to facilitate this project and once all of the easements have been acquired, NLRW is authorized to bid the project. Further due to all the challenges in the construction industry with limited competition and inflationary pressures for complex projects, NLRW staff recommends simplifying the design and construction of the proposed pumping station facilities for the Maumelle Treatment Plant. The existing 53-year-old pumping station, which delivers raw sewage to the Maumelle Treatment Plant, would be left in its current operation during the construction of a new pumping station to minimize conflicts and logistical challenges. A design for a stand alone pumping station at the Southwest corner of the existing South Lagoon creates the best location for a new pumping station while minimizing interruptions to the existing treatment plant. It is the best long-term solution for NLRW. In addition to the new pumping station, a new headworks facility is planned to be a favorable location near the existing influent piping. The Utility has been working with HDR and Halff Associates to develop a joint venture engineering design services for the pumping station, auxiliary power, electrical and controls building, headworks and modifications to the existing equalization lagoons. Funding for the engineering services for the design of the Maumelle Pumping Station and Facilities has been set aside in the 2024 budget. Director Clayton went on to add that the amount requested in the agenda is a lesser amount due to further negotiations. Therefore, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to authorize the Director to enter a contract not to exceed $691,000.00 with HDR and Halff Associates, Inc. for the design of the Maumelle Pumping Station and Facilities. The motion carried unanimously.

The Executive Director then updated the Committee on the following:

1. An Offer and Acceptance with the City of North Little Rock for the acquisition of 30 acres of industrial property, located across the street from the Faulkner Lake WRF, was presented to the North Little Rock City Council at its February 12, 2024 meeting. The City Council authorized Mayor Hartwick to execute the documents to approve the sale.

2. Efforts to acquire a 15' easement for a parcel at the Northwest corner of the new Baptist Health Clinic, situated at the intersection of East Broadway and Baucum Pike, were unsuccessful. The easement is crucial for extending a sewer main to the East, facilitating a bore under East Broadway to connect the sewer line from the clinic to the NLRW system. Despite multiple attempts, the City was unable to secure the easement, leading to the introduction of proposed condemnation legislation at the Monday, February 12, 2024 City Council meeting.

3. Next, the Utility is doing a "deep dive" into the billing of its customers. In the past, there has been a billing issue with CAW. The Utility wants to ensure that its customers are being accurately billed.

4. The Utility is once again revamping the Service Line Incentive Program.

5. On January 18, 2024, the NAWCA hosted an online meeting with utility executives from various utilities in EPA Region 6 to address pressing issues for clean water agencies. It was discussed that the EPA is expected to announce PFAS as a toxic substance under the authority of CERCLA next month. Ms. Hollowell asked how this will impact the Utility. Director Clayton stated that this was an issue the NLRW has been watching and discussing for some time and they would stay on top of it.

6. On January 26, 2024, a detailed discussion took place between RJN Group and the Engineering Staff regarding flow monitoring and the development of a hydraulic model for the Faulkner Lake Basin. The staff has raised concerns about changes in density developments downtown and in the Lakewood/Dark Hollow areas. Additionally, the staff has expressed a need for a better understanding of the hydraulics

from the East side of the Faulkner Lake Basin around the Galloway interchange and Highway 165.

Upon motion made by Mr. Nelson, seconded by Ms. Hollowell, the Committee unanimously excused the absence of Mr. Stephens from the February 13, 2024 meeting.

There being no further action to come before the Committee, Chairman Matthews adjourned the meeting at approximately 1:15 p.m.

APPROVED AS TO FORM:

K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,

VICE-CHAIRMAN/SECRETARY