

Rogers Waterworks and Sewer Commission
May 20, 2024
Minutes

The Rogers Waterworks and Sewer Commission held its monthly meeting at 4:00 PM, May 20, 2024, in the Rogers Water Utilities Administration Building located at 601 S 2nd Street.

Present were Commissioners Paige Sultemeier, Kathy McClure, and Chairman Jerry Carmichael. Rogers Water Utilities staff present were Dana Daniel, Johnny Lunsford, Todd Beaver, Jerry Roegner, Mario Morales, Mark Landis, Aaron Short, David Ingram, Brian Sartain, Jered Sigmon, and Brent Dobler. Also in attendance was Robert Frazier with the Frazier Law Firm.

Chairman Carmichael called the meeting to order at 4:00 PM then called for action on the minutes from the regular April 15, 2024, Water and Sewer Commission meeting. Commissioner McClure made a motion to approve the April 15, 2024, minutes and Commissioner Sultemeier seconded. All in favor, minutes approved. Chairman Carmichael then called for action on the minutes from the special May 2, 2024, Water and Sewer Commission Meeting. Commissioner McClure made a motion to approve the May 2, 2024, minutes and Commissioner Sultemeier seconded. All in favor, minutes approved.

Chairman Carmichael then recognized Jered Sigmon to present the financial reports. Mr. Sigmon then presented the financial reports to the Commission. Billed revenue in the Water department for April 2024 was up 6.1% from April 2023 at \$1,196,884. Water consumption was up 3.5% from April 2023 at 217,721,000 gallons. The Water department reported a net income of \$188,593.24 for April 2024 and YTD income of \$4,704,016.62. The percentage of Fiscal Year Passed is at 83%. Water revenues are 87% of the budget and expenses are 77% of the budget.

The Sewer department billed revenue for the month of April 2024 is up 7.8% from April 2023 at \$1,400,013. Sewer consumption was up 3.9% from April 2023 at 177,387,600 gallons. The Sewer department reported a net income of \$460,873.47 for April 2024 and a YTD income of \$5,583,450.51. The percentage of Fiscal Year Passed is at 83%. Sewer revenues are 92% of the budget and expenses are 76% of budget.

Water and Sewer YTD income exceeds FY24 budgeted income for each company.

Total restricted and unrestricted funds are \$50.00 million for April 2024 compared to \$48.5 million as of April 2023.

Mr. Sigmon also elaborated (with the help of Brian Sartain) on the \$487,900 of Access & Impact Fee revenue collected in April.

Chairman Carmichael then recognized Todd Beaver for the Rogers Pollution Control Facility Reports. DMR summary is fine, FOG inspections are ongoing with no outstanding issues. RPCF sent six employees to training in Hot Springs and trained on equipment on the plant. Todd mentioned David Ingram's help in implementing the Cityworks software. The plant treated 330M gallons in April. Using our average dry flows, the amount treated should have been 255M gallons. Therefore, the plant treated roughly 74M gallons of I and I. This includes 4" of rain over 11 events.

Chairman Carmichael then recognized Brian Sartain for the Engineering Reports. Brian went over development plan review. Notably, several final plats have finished up and will be requesting water meters soon. RWU received bids for three City projects. Brian also went over proposed inspection reports and an upcoming change to the record drawing requirements from the consulting engineers. RWU is still working on the sewer capacity policy and has had meetings with all parties concerned and garnered valuable information to incorporate into the final policy. Approaching 90% completion on the plans for the Solids Handling Project out at the RPCF.

Chairman Carmichael then recognized Johnny Lunsford to present RESOLUTION No. 24-14 AUTHORIZING THE TRANSFER OF A CERTAIN BACKHOE TO THE CITY OF ROGERS, AND FOR OTHER PURPOSES. RWU currently has a surplus backhoe and would like to donate this piece of equipment to the Parks and Recreation department which needs a backhoe. Commissioner McClure made a motion to approve RESOLUTION No. 24-14 AUTHORIZING THE TRANSFER OF A CERTAIN BACKHOE TO THE CITY OF ROGERS, AND FOR OTHER PURPOSES. Commissioner Sultemeier seconded. All in favor, 3-0, RESOLUTION 24-14 passes.

Chairman Carmichael then recognized Johnny Lunsford to present RESOLUTION 24-15 A RESOLUTION APPROVING THE PURCHASE OF CERTAIN MOTOR VEHICLES; AUTHORIZING EXPENDITURE OF FUNDS FOR THE PURCHASE; WAIVING COMPETITIVE BIDDING; AND FOR OTHER PURPOSES. Johnny explained that vehicles have been difficult to source this year. These vehicles were not originally in the budget, but there were excess funds in other accounts. He would like to purchase these trucks with those excess funds after being made aware that they were available. Commissioner McClure made a motion to approve RESOLUTION 24-15 A RESOLUTION APPROVING THE PURCHASE OF CERTAIN MOTOR VEHICLES; AUTHORIZING EXPENDITURE OF FUNDS FOR THE PURCHASE; WAIVING COMPETITIVE BIDDING; AND FOR OTHER PURPOSES. Commissioner Sultemeier seconded the motion. All in favor, 3-0, RESOLUTION 24-15 passes.

Chairman Carmichael then recognized Johnny Lunsford to present RESOLUTION 24-16 A RESOLUTION APPROVING THE PURCHASE OF GOODS AND SERVICES THROUGH THE NATIONAL PURCHASING COOPERATIVE; WAVING REQUIREMENTS OF COMPETITIVE BIDDING FOR SUCH PURCHASES; AUTHORIZING PURCHASES OF A CAMERA VAN AND RELATED EQUIPMENT; AND FOR OTHER PURPOSES. Johnny explained that this was to purchase a new CCTV camera van. Commissioner McClure made a motion to approve RESOLUTION 24-16 A RESOLUTION APPROVING THE PURCHASE OF GOODS AND SERVICES THROUGH THE NATIONAL PURCHASING COOPERATIVE; WAVING REQUIREMENTS OF COMPETITIVE BIDDING FOR SUCH PURCHASES; AUTHORIZING PURCHASES OF A CAMERA VAN AND RELATED EQUIPMENT; AND FOR OTHER PURPOSES. Commissioner Sultemeier seconded the motion. All in favor, 3-0, RESOLUTION 24-16 passes.

Chairman Carmichael then recognized Brian Sartain to present the bid results for the Poplar Street Improvements from 8th to 1st. He explained that this is a very similar project to the Arkansas street improvements. All water and sewer mains in this corridor are to be replaced or abandoned except for one 16" water main between the 6th and 3rd. There were three bidders on this project. The City has advised that the low bidder (Tri Star) is not a qualified bidder, therefore they have made a recommendation to award this contract to the second low bidder (Crossland Heavy Contractors) for \$15,926,648.50. The water and sewer replacement portion of the bid is \$2,840,305. Sartain stated that staff recommends award of the water and sewer

portion of this project to Crossland Heavy Contractors in the amount of \$2,840,305. Commissioner McClure made a motion to approve the award to Crossland Heavy Contractors in the amount of \$2,840,305. Commissioner Sultemeier seconded the motion. All in favor, 3-0, motion passes.

Chairman Carmichael then recognized Aaron Short to present the bid results for the W. Pleasant Grove Road – North 28th Place project. He briefly went over the project and then presented the bid tab for the project. There were two bidders on the project. The low bid for the total water and sewer portion of the contract was \$182,177.00 from Crossland Heavy Contractors. The total amount of the street project was \$1,516,241.17. Short stated that staff recommends award of the water and sewer portion of this project to Crossland Heavy Contractors in the amount of \$182,177.00. Commissioner Sultemeier made a motion to approve the award to Crossland Heavy in the amount of \$182,177.00. Commissioner McClure seconded the motion. All in favor, 3-0, motion passes.

Chairman Carmichael then recognized Aaron Short to present the bid results for the W. Oak Street (52nd to Dodson) project. He briefly described the project and how the water and sewer mains would be extended or modified. The low bid for the project was \$8,911,173.70 from Crossland Heavy Contractors. The water and sewer portion of this project is \$524,031.00. Staff recommends award of the water and sewer portion of this project to Crossland Heavy Contractors in the amount of \$524,031.00. Commissioner McClure made a motion to approve the award to Crossland Heavy Contractors in the amount of \$524,031.00. Commissioner Sultemeier seconded the motion. All in favor, 3-0, motion passes.

Chairman Carmichael then recognized Jered Sigmon to present the FY25 Budget for both the water and sewer departments. Mr. Sigmon informed the Commission that the overall budget for revenues at the Water department for FY25 is \$20,474,760 and the overall budget for revenues at the Sewer department for FY25 is \$23,293,160. He then went over expenses, debt service and the change in restricted and unrestricted reserves, as well as total reserves budgeted for FY25 and what our newest minimum reserves would be. Mr. Sigmon also went over the proposed capital projects for FY25, which combined amount to 50,634,294. He then described in detail where those dollars would be spent in our water distribution system, our sanitary sewer collection system, and our Pollution Control Facility expansion. Chairman Carmichael let Mr. Sigmon know how much he appreciated the fact that Mr. Sigmon made this proposed budget available early so that they had plenty of time to review. Commissioner Sultemeier made a motion to approve the FY25 proposed budget. Commissioner McClure seconded. All in favor, 3-0, motion passed.

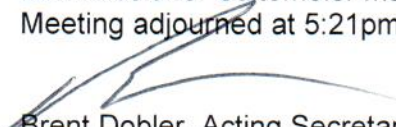
Chairman Carmichael then recognized Jered Sigmon to present RESOLUTION NO. 24-17 DESIGNATING AUTHORIZED SIGNATORIES FOR DEPOSITORIES FOR THE ROGERS WATERWORKS AND SEWER COMMISSION AND THE ROGERS WATER UTILITIES; AND FOR OTHER PURPOSES. Mr. Sigmon explained that this was required due to the resignation of Commissioner Farmer. Commissioner McClure made a motion to approve RESOLUTION NO. 24-17 DESIGNATING AUTHORIZED SIGNATORIES FOR DEPOSITORIES FOR THE ROGERS WATERWORKS AND SEWER COMMISSION AND THE ROGERS WATER UTILITIES; AND FOR OTHER PURPOSES. Commissioner Sultemeier seconded. All in favor, 3-0, resolution passed.

Chairman Carmichael then recognized Jerry Roegner to present the award of the SCADA Systems Redeployment and Related Services. Mr. Roegner stated that RWU received two bids, one from Brown and one from Garver. Staff recommends selection of Garver as the

professional services firm for the project; with staff being authorized to negotiate and approve the final form and content of the professional services contract. Commissioner McClure made a motion to approve Garver as the professional services firm for the project; with staff being authorized to negotiate and approve the final form and content of the professional services contract. Commissioner Sultemeier seconded. All in favor, 3-0, motion passes.

Chairman Carmichael then recognized Jerry Roegner to present RESOLUTION NO. 24-18 A RESOLUTION AUTHORIZING PURCHASE OF CERTAIN INFORMATION TECHNOLOGY (IT) SECURITY PRODUCTS AND SERVICES; APPROPRIATING FUNDS FOR THE PURCHASE; WAIVING COMPETITIVE BIDDING; AND FOR OTHER PURPOSES. Commissioner McClure made a motion to go into executive session, and Commissioner Sultemeier seconded. All in favor, 3-0, motion passes. The Commission then went into executive session due to the need for this information to be kept confidential to protect the security of the utility. After exiting the executive session and returning to the public meeting of the Rogers Water and Sewer Commission. Commissioner McClure made a motion to pass RESOLUTION NO. 24-18 A RESOLUTION AUTHORIZING PURCHASE OF CERTAIN INFORMATION TECHNOLOGY (IT) SECURITY PRODUCTS AND SERVICES; APPROPRIATING FUNDS FOR THE PURCHASE; WAIVING COMPETITIVE BIDDING; AND FOR OTHER PURPOSES. Commissioner Sultemeier seconded. All in favor, 3-0, RESOLUTION 24-18 passes.

With no further action, Chairman Carmichael asked for a motion to adjourn the meeting. Commissioner Sultemeier made a motion to adjourn, Commissioner McClure seconded. Meeting adjourned at 5:21pm.



Brent Dobler, Acting Secretary
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