

## **Rogers Waterworks and Sewer Commission**

**June 17, 2024**

### **Minutes**

The Rogers Waterworks and Sewer Commission held its regularly scheduled meeting at 4:00 PM Monday, June 17, 2024, in the Rogers Administration Building located at 601 S 2<sup>nd</sup> Street. Present were Commissioners Jerry Carmichael, Kathy McClure, Travis Greene and Paige Sultemeier. Rogers Water Utilities staff present were Jered Sigmon, Brian Sartain, Todd Beaver, Johnny Lunsford, Debbie Putman, Dana Daniel and Brent Dobler. Robert Frazier, with the Frazier Law Firm, was also in attendance.

Chairman Carmichael called the meeting to order at 4:00PM. He then recognized Johnny Lunsford to present Employee Recognitions. Mr. Lunsford recognized two RWU employees: Ryan McGuffin and Rodney Reno. They were recognized for achieving their D4 Water Licenses. This is the highest water license an employee can achieve.

Chairman Carmichael then asked for a motion to approve the May 20, 2024, Water and Sewer Commission meeting minutes. Commissioner McCure made a motion to approve, and Commissioner Sultemeier seconded. All in favor, motion carried.

Chairman Carmichael then recognized Jered Sigmon to present the financial reports for May 2024. Mr. Sigmon informed the Commission that Billed Revenue for the Water Department was \$1,365,059 for May 2024, a 5.3% YOY change. Water consumption was 256,342,300 gallons representing a 5.8% YOY change. In the Sewer Department, billed revenue was \$1,480,888 for May 2024, an 8.8% YOY change. Sewer consumption was at 191,531,400 gallons representing a 5.0% YOY change. Water and sewer YTD income exceeds budgeted income and prior year income through the same period. He went on to state that RWU collected \$706,200 in Access and Impact Fees in June and that these fees are 130% of the FY2023 total and 214% of the FY24 budget. He noted that these fees are very unpredictable with respect to timing. This variability also hinders forecasting. In the Water Department, YTD Income for the month was \$808,868 and the total income for the year is currently at \$5,497,998. In the Sewer Department, YTD income for the month was \$981,742 and the total income for the year is currently at \$6,565,192. RWU has \$51.5M total in unrestricted and restricted funds. These funds were at \$48M in May 2023. Twelve month rolling average of lost water is at 8%.

Chairman Carmichael then recognized Brian Sartain to present the Engineering Reports. Mr. Sartain reported that the tornado did have an impact on the engineering department. In particular, some proposed pipe alignments were influenced by the location of many large trees. The tornado was devastating to trees in the area, and some of these areas were to be used as water and sewer alignments. Now that the trees are no longer standing, RWU will re-evaluate these alignments. RWU had 120 project reviews and 39 large scale developments. These projects are not localized but scattered throughout town. Brian asked if it would be helpful if in future meetings, he might list the specific projects that are being closed out each month so that they may better see where the utility's impact and access fees are being derived from. The Commission would like to see this in future presentations. The capacity improvement project is still in conceptual design, but the preliminary design should be out within a few weeks. He then gave a quick update on the Pinnacle Golf Course project. Piping is complete, cart path paving is complete, and sod continues to be laid.

Chairman Carmichael then recognized Todd Beaver to present the RPCF reports. No issues at the plant and all DMR reports are satisfactory. The plant has had several schools visit the site for educational purposes and the staff enjoy the tours. Mr. Beaver then went on to explain in detail his hypothesis on why our sludge was problematic for Springdale's wastewater plant drying equipment. The actual biology of the sludge changes markedly when subjected to high pressures in a piping system. Springdale, as well as a wastewater plant in Utah have both dealt with this issue. The RWU design incorporates belt conveyers in order to ensure that the biology is not negatively affected by any high pressures. He also mentioned that the RPCF did experience issues with fuel suppliers while the plant was on generator power. The result is that in the future we will keep a larger emergency tank on hand, and with projects that are still in design, we will most likely add fuel capacity/storage to the project. It was a rainy month, but overall had 136M gallons of I&I at the plant.

Chairman Carmichael then recognized Johnny Lunsford to go over the operations reports. He commended our employees for the work they performed during the emergency. Many came in without being called simply because they knew there was a problem even though it was the Memorial Day holiday. He went on to say that many of these employees worked around the clock to provide emergency generator power to all of our various lift stations to ensure we did not have any sanitary sewer overflows.

Chairman Carmichael then recognized Dana Daniel to present Resolution No. 24-19 AUTHORIZING RENEWAL OF A CONTRACT FOR JANITORIAL SERVICES FOR RWU. Mr. Daniel stated that our present provider has an option for renewal. The price will remain the same. The vendor has performed well and there is no reason to change. Commissioner Greene made a motion to approve Resolution No. 24-19 AUTHORIZING RENEWAL OF A CONTRACT FOR JANITORIAL SERVICES FOR RWU. Commissioner McClure seconded. All in favor, 3-0, Resolution No. 24-19 passes.

Mr. Daniel then presented Resolution No. 24-20 AMENDING THE COMPENSATION ADMINISTRATION POLICY FOR RWU along with Exhibit 1. Mr. Daniel explained that this is an annual presentation to the Commission. This pertains to the pay structure for all job descriptions within the utility. This is provided by our consultant and gives HR working guidelines for the year. Commissioner McClure made a motion to approve Resolution No. 24-20 AMENDING THE COMPENSATION ADMINISTRATION POLICY FOR RWU along with Exhibit 1. Commissioner Greene seconded. All in favor, 3-0, Resolution 24-20 passes.

Mr. Daniel then presented Resolution No. 24-21 APPROVING THE POOL OF MERIT PAY INCREASE FUNDS FOR RWU. Mr. Daniel explained that RWU mirrors the City of Rogers merit pay increase and that this amount is 1% for this fiscal year. Commissioner Sultemeier made a motion to approve Resolution No. 24-21 APPROVING THE POOL OF MERIT PAY INCREASE FUNDS FOR RWU. Commissioner McClure seconded. All in favor, 3-0, Resolution 24-21 passes.

Chairman Carmichael then adjourned the meeting at 4:51pm.

Respectfully Submitted,



Brent Dobler/Secretary

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