

BENTON/WASHINGTON REGIONAL PUBLIC WATER AUTHORITY
Of the State of Arkansas

October 27th, 2022 Board of Directors' Meetings
Meeting Minutes

Board of Directors' Meeting for October 27th, 2022 was called to order by Chairman Taggart at 0935 hours in the Authority's Board Room at the Water Treatment Plant. Opening invocation was given by Chairman Taggart.

Directors and/or Alternates

Bella Vista POA	Mike Taggart
BCWD #1	Chris McKenzie
Centerton	Malcolm Attwood
Decatur	James Boston
Gentry	Rick Craft
Garfield/Gateway/Lost Bridge	Gary Blackburn
Gravette	Richard Sutherland
Highfill	Dustin Kahrl
Lincoln	Herb England
Pea Ridge	Ken Hayes
Prairie Grove	ABSENT
WWA	Josh Moore
Westville	Zeb Black

Others in attendance included Manager Borman, Jana Wright, Eddie Cooper, and Will Smith from BWRPWA, and Matt Dunn and James Martin from Crist Engineers.

The minutes from the September 22nd, 2022 Board Meeting were discussed. On a motion by Director Blackburn and a second by Director Craft, the September 22nd, 2022 minutes were approved unanimously.

Treasurers' Report – Treasurers' Report was given by Director Moore, which included for the period of September 17th, 2022 through October 21st, 2022. Director Moore discussed the check detail with the Board, which included payroll, electronic fund transfers, and checks 19024-19126. Director Moore then discussed with the Board the financials, which included a Profit and Loss Statement and a Balance Statement. After Board discussion, Director Blackburn made a motion to approve the Check Detail for payroll, electronic fund transfers, checks 19024-19126 and the financials as presented. A second was made by Director Black. The motion was approved unanimously.

Matt Dunn with Crist Engineers then gave the update on current ongoing projects:

4 MG Composite Elevated Water Storage Tank – Matt Dunn then discussed with the Board the bids on the 4 MG Composite Water Storage Tank.

- Bid Opening – October 6, 2022
- Base Bid – 4 Mg Tank with interior intermediate floor
 - Landmark Structures – Bid Amount \$13,141,000.00
 - CB&I Storage Tank – Bid Amount \$17,117,000.00
- Deductive Alternate #1 – Delete intermediate floor
 - Landmark Structures – Bid Amount \$12,726,000.00
 - CB&I Storage Tank – Bid Amount \$16,336,000.00
- Deductive Alternate #2 – Reduce the tank capacity to 3,500,000 gallons
 - Landmark Structures – Bid Amount \$12,326,000.00
 - CB&I Storage Tank – Bid Amount \$13,817,000.00

Landmark Structures was the lowest bidder on all 3 bids. Matt Dunn stated to the Board that BWRPWA's staff and Crist Engineers recommends to the Board to award the bid to Landmark Structures for Base Bid minus Deductive Alternate #1 for bid amount of \$12,726,000.00. Preliminary discussions with Landmark Structures indicate they are available to mobilize to begin site work in early November 2022, if given Notice of Award. After Board discussion, a motion was made by Director Moore to award the bid to Landmark Structures for Base Bid (4MG Composite Tank) minus Deductive Alternate #1 (delete intermediate floor) for the amount of \$12,726,000.00. A second was made by Director Craft. The motion carried unanimously.

Sludge Lagoons and Site Grading

- KAJACS is actively working on earthwork, lagoons, drainage, access roads, yard pipping, and fencing.
- Substantial Completion Date – November 8, 2022
- Final Completion Date – November 28, 2022
- Submittals review ongoing
- Contract Amount - \$4,125,000.00
- Pay Application 5 - \$345,000.36
- Total Payment to Date - \$2,449,203.09
- Balance Remaining - \$1,675,796.91

Surge Tank System at WTP

- Analyzing surge prevention parameters for the Garfield-Gateway pressure plane
- Coordinating Garfield-Gateway system surge tank technical requirements with Blacoh and ETEC
- Garfield-Gateway surge tank will be constructed in the High Service Pump Station Building.
- Project schedule has been adjusted to conform with inclusion in the HSP project.

3 MG Clearwell

- Bid Opening – September 21, 2022
- Low bidder – Preload, LLC for amount of \$5,132,000.00
- Notice of Award given to Preload, LLC on September 22, 2022.
- Contract documents signed by Preload, awaiting BWRPWA execution.
- Preconstruction meeting upcoming
- Project is on schedule.

High Service Pump Station and Electrical Upgrades

- Operational Technical Memorandum was prepared for operational parameters, surge prevention, and control measures – reviewed with staff on September 9
- Ongoing discussions with Carroll Electric for tank service and HSP, future substation, construction, and contractual requirements is pending.
- Electrical systems to address operational control modifications identified in the electrical master plan are proposed with the HSP project.
- Current electrical service capacity for the HSP is limited to three 1000 HP pumps. The design will be based on three initial pumps with the capacity for five additional pumps to address the projected system demands through 2050.
- Building system will consist of CMU walls, open web steel joist framing with standing seam metal roof.
- Design coordination with mechanical, structural, and electrical engineers.
- Preparing preliminary design and construction documents.
- Utilization of Direct Procurement of materials when possible:
 - Yard Piping
 - Control Valves
 - Surge Tank
 - Electrical
 - Transformers
 - Switchgear
 - VFD's
 - Generator

- *Project schedule had been adjusted for design scope and additional regulatory/ permitting time.*

Easement Acquisition

- *Alignment changes east of Highway 94 have been completed and the redesign of the alignment and easement documents are being updated.*
- *Alignment changes west of highway 94 have been completed and the redesign of the alignment and easement documents are being updated.*
- *There are a total of 47 parcels for Phase 1 alignment with the alignment revisions.*
- *We have acquired easements from 28 property owners.*

Parallel 54" transmission Line – Phase 1

- *The design and alignment near highway 94 have been revised.*
- *Plan and profile sheets are 80% complete.*
- *Cross connection locations between the proposed 54" and existing 36" lines will be located at the following locations:*
 - *Water Treatment Plant*
 - *Between parcel 11 and parcel 13 – East of Prairie Creek Road*
 - *East side of Lewis Lane on parcel 48*
- *Preparing 90% design and construction document packages for submittal to ADOH permit.*
- *Regulatory permitting proposed is Nation-Wide Permit (NSP)-58.*
- *Preparing Preliminary Construction Notification (PCN) and determining NWP-58 specific requirements for permitting associated with environmental components such as endangered species, water quality, and wetlands delineation.*
- *GBMC has been selected for the Wetlands Delineation and is ready to start when the alignment revisions associated with acquisition are complete.*
- *We plan to initiate a Geotechnical Investigation for the project upon completion of the alignment revisions associated with the acquisition.*
- *We have requested a proposal for a Corrosion Study from Corrosion Control Engineering. This will be initiated upon completion of alignment revisions associated with the acquisition.*
- *Project schedule has been adjusted for design revisions, survey, and addition regulatory/permitting time.*

Lagoon Maintenance Project

- *Established a maintenance project to remove sludge, modify the grades along the existing lagoon roads, improve drainage, modify flow control structures, and install riprap for slope protection on lagoon levees.*

Matt Dunn mentioned to the Board that KAJACS Contractors have been contracted to grub out the existing ponds. KAJACS Contractors should have an estimated quote for Crist Engineers to present to the Board at the November Board meeting.

Beaver Lake Intake Structure

- *Responded to USACE request to confirm contracted amounts for raw water from Beaver Lake.*
- *USACE response for allocation is based on yield and the combined yield allocation is 16 MGD.*
- *September 28th meeting with USACE to resolve allocation dispute.*
- *Ready to start permitting process for Intake Structure and Raw water line to the plant.*

Operations' Report for September 2022 - *Manager Borman then gave the Operations' Report, which is herein included as part of the official minutes.*

Customer Conservation Measures – *Manager Borman asked that this item on the agenda be tabled until further notice.*

Personnel Committee Meeting Report – FY 23 Draft – *Director Sutherland (Chair of the Personnel Committee) stated to the Board that after review of the personnel budget, the Personnel Committee unanimously recommends to the Board that the proposed personnel budget be approved and included with the FY 23 budget as proposed.*

This includes a FY 23 COLA increase of 7.5% for all BWRPWA employees in lieu of merit increases, moving the Lead Operator position to a salaried position, and creation of a Journeyman Electrician position for FY 23.

Finance Committee Meeting Report – FY 23 Draft – Director Moore (Chair of the Finance Committee) then stated to the Board that after the review and discussion of the Draft FY 23 budget, the Finance Committee unanimously recommends to the Board to adopt the FY 23 Budget as presented. Water revenues on the FY 23 budget does include a 3.7% wholesale rate increase, which would bring the wholesale rate from the current \$2.70 per 1000 to \$2.80 per 1000.

FY 2023 Budget and Proposed Rate Increase – Manager Borman stated to the Board that approving the FY 23 budget would also approve a \$.10 per 1000 water rate increase. The FY 23 budget numbers for revenue are based on \$2.80 per 1000 gallons. After board discussion, a motion was made by Director Hayes to approve and adopt the FY 23 budget as presented, which would include a \$.10 per 1000 water rate increase. A second was made by Director Karhl. The motion passed unanimously. Water rate increase will go from \$2.70 per thousand to \$2.80 per 1000 effective January 1st, 2023.

Gateway PWA – Pea Ridge Service Area Dispute – Chairman Taggart mentioned to the Board that the service area dispute between Gateway PWA and Pea Ridge defers back to Act 605 with ARNC and based on Act 605 ruling, it trumps BWRPWA's water contract policy. Change of service area under section 10 of the water contract policy will need to be changed before the renewal of water contracts. The service area dispute will be between Gateway PWA, Pea Ridge Water Utilities, and ARNC and no vote will be needed from the Board on this matter.

2022 Rate Study by Willdan Financial – Chairman Taggart mentioned to the Board that the report is forthcoming and can be expected sometime in January – February 2023.

Being no further business before the Board, Director Moore made a motion to adjourn at 1025. A second was made by Director Karhl. Motion passed unanimously and the meeting was adjourned.

After the meeting was adjourned, Chairman Taggart then stated to the Board that due to the fourth Thursday in November being the Thanksgiving Holiday, that the board meeting for November needed to be moved up a week. After Board discussion, the November Board meeting is scheduled for November 17th at 9:30 a.m. in the Authority's Board Room. Also discussed, was the possibility of canceling the December Board meeting. Discussion of the December Board meeting will be discussed at the November Board meeting. The meeting then adjourned at 1027 hours.

NEXT BOARD MEETING – NOVEMBER 17th, 2022

*Josh Moore, Secretary/Treasurer – Benton/Washington Regional Public Water Authority
SKK: JKW*