

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

September 22nd, 2022 Board of Directors' Meetings
Meeting Minutes

Board of Directors' Meeting for September 22nd, 2022 was called to order by Chairman Taggart at 0933 hours in the Authority's Board Room at the Water Treatment Plant. Opening invocation was given by Chairman Taggart.

Directors and/or Alternates

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

Others in attendance included Manager Borman, Jana Wright, and Eddie Cooper from BWRPWA, Matt Dunn and James Martin from Crist Engineers, and Mike Bergin from City of Highfill,

The amended minutes from the August 25th, 2022 Board Meeting were discussed. On a motion by Director Blackburn and a second by Director Lovell, the August 25th, 2022 amended minutes were approved unanimously.

Treasurers' Report – Treasurers' Report was given by Director Moore, which included for the period of August 18th, 2022 through September 16th, 2022. Director Moore discussed the check detail with the Board, which included payroll, electronic fund transfers, and checks 18968-19021. Director Moore then discussed with the Board the financials, which included a Profit and Loss Statement and a Balance Statement. After Board discussion, Director Moore made a motion to approve the Check Detail for payroll, electronic fund transfers, checks 18968-19021 and the financials as presented. A second was made by Director Craft. The motion was approved unanimously.

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

Sludge Lagoons and Site Grading

- KAJACS is actively working on earthwork, lagoons, drainage, access roads, and fencing.
- Substantial Completion Date – November 8, 2022
- Final Completion Date – November 28, 2022
- Permit coordination with ADEQ completed. Permit is in final review by Senior Operations Manager. Three additional steps required prior to issuance.
- Submittals review ongoing
- A 12' wide gate has been added to the project.
- Pay Application 4 has been approved for \$402,272.27.
Total completed and stored materials paid to date is \$2,104,202.73.
Balance remaining due plus retainage is \$2,020,797.27.
- KAJACS will be contracted separately to remove sludge from the existing lagoons.
- Project is on schedule.

4 MG Composite Elevated Water Storage Tank

- Hydraulic modeling, operational parameters, surge prevention, and control measures analysis completed
- Operational technical memorandum and yard piping layout for Phase 1 has been prepared. Staff review is pending.
- Plans and specifications are being revised for bid options:
 - Base Bid: 4 MG tank with second floor
 - Deductive Alternate #1: 4 MG tank without second floor
 - Deductive Alternate #2: 3.5 MG tank without second floor
- Project advertises on August 14 and August 24. Bids will be opened on October 6 at 1:00 p.m.
- FAA form 7460 obstruction evaluation is complete. Aviation lighting is not required by FAA, but lights will be placed on the top of the tank for Life Flight Helicopters that frequently utilize the site for a landing location.
- Project schedule has been adjusted for additional construction contract time as requested by potential contractors.

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

- Yard piping and operational parameters were reviewed with the staff on September 9.
- Plans and specification documents completed and submitted to ADOH on June 21. Estimated timeframe for review and permit issuance is 120 days.
- Project advertised on August 14 and August 24. Bids opened on September 21 at 1:00 p.m.

Matt Dunn then discussed the bid openings on the 3 MG Clearwell project with the Board. Two construction companies that submitted bids are as follows:

1. Preload, LLC – Bid amount \$5,132,000.00
2. DN Tanks, LLC – Bid amount \$5,985,000.00

The original budgeted amount for the Clearwell Tank that was done in FY20 was \$4.25M. Manager Borman stated that with Easement Acquisitions currently being paid out of the Operating Account and not with Bond funds, the difference between the budgeted amount and the received bid amount should easily be covered. The start date for this project will be towards April 2023. With Preload, LLC being the lowest bidder, Matt Dunn made a recommendation to the Board to accept and award the bid to Preload, LLC. After Board discussion, Director Blackburn made a motion to award the bid to Preload, LLC for the amount of \$5,132,000.00 and to issue the notice of award documents. A second was made by Director Lovell. Motion carried unanimously.

High Service Pump Station and Electrical Upgrades

- Operation technical memorandum was prepared for operational parameters, surge prevention, and control measures and was reviewed with the staff on September 9.
- Ongoing discussions with Carroll Electric for tank service and HSP. Future substation location, 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.
- Electrical controls will utilize a fabricated skid system located in a dedicated electrical yard south of the proposed building.

- Design coordination with mechanical, structural, and electrical engineers.
- Preparing preliminary design and construction documents.
- Project schedule has 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 18 property owners.

Parallel 54" Transmission Line - Phase 1

- The design and alignment near highway 94 have been revised.
- Plans 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 documents package for submittal to ADOH permit
- Regulatory permitting proposed is Nation-Wide Permit (NWP)-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 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 acquisition.
- Project schedule has been adjusted for design revisions, survey, and additional regulatory/permitting time.

Lagoon Maintenance Project and New Storage Building

- Established a maintenance project to remove sludge, modify the grades along the existing lagoons roads, improve drainage, modify flow control structures, and install riprap for slope protection on lagoon levees.
- This project includes a separate bid for a 60' x 40' maintenance storage structure and parking modifications.

Beaver Lake Intake Structure

- Responded to USACE request to confirm contracted amounts for raw water from Beaver Lake.
- USACE response to 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.

Matt Dunn then discussed with the Board the issues with supplies being harder to procure. Start dates on upcoming projects could be delayed due to supplies with long lead times not being able to be purchased in a timely fashion. Matt Dunn suggested to the Board that BWRPWA should purchase supplies with long lead times such as yard piping, pumps, motors, etc. through direct procurement. With having those items on hand, contractors could start projects closer to the start date. In essence, BWRPWA would be a contractor of certain supplies and bids on the projects would be handled differently with a material appendix listed in the bid documents. Crist Engineers would put out bids on supplies that BWRPWA would like to directly procure. After Board discussion, a motion was made by Director Karhl to use Direct Procurement on supplies with longer lead times, BWRPWA would be considered a contractor on those supplies, and bids for projects would have a material appendix listed in the contract. A second was made by Director Lovell. The motion was approved unanimously.

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

Customer Conservation Measures – Manager Borman stated that this item on the agenda would need to be tabled, waiting on ordinances (languages) from other municipalities regarding customer conservation measures.

Joint Personnel and Finance Committee Meeting FY 2023 Draft Budget – Chairman Taggart mentioned to the Board that a joint Personnel and Finance Committee meeting needed to be scheduled possibly for Wednesday, October 19th or Thursday, October 20th. After board discussion, the joint Personnel and Finance Committee meeting was scheduled for Wednesday, October 12th at 10:00 a.m. at BWRPWA. Lunch will be served for those that attend.

FY 2023 Proposed Rate Increase (\$.15 per 1000 proposed) – Manager Borman stated that the proposed rate increase should be part of the finance budget discussion and then brought before the Board and discussed at the next board meeting.

2022 Rate Study by Willdan Financial – Manager Borman mentioned to the Board that he had a meeting with associates from Willdan Financial. All documentation that was requested has been sent to Willdan Financial and BWRPWA should have a pre-report on the rate study by November – December 2022.

Being no further business before the Board, Director Kahrl made a motion to adjourn at 1029. A second was made by Director Moore. Motion carried unanimously and the meeting was adjourned.

NEXT BOARD MEETING – OCTOBER 27TH, 2022

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