

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

**May 26<sup>th</sup>, 2022 Board of Directors' Meetings**  
**Meeting Minutes**

Board of Directors' Meeting for May 26<sup>th</sup>, 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**

Bella Vista POA .....	Mike Taggart
BCWD #1 .....	Eddie Cooper
Centerton .....	Frank Holzkamper
Decatur .....	James Boston
Gentry .....	Rick Craft
Garfield/Gateway/Lost Bridge .....	Gary Blackburn
Gravette .....	Richard Sutherland
Highfill .....	Dustin Karl
Lincoln .....	Herb England
Pea Ridge .....	ABSENT
Prairie Grove .....	Chuck Wiley
WWA .....	ABSENT
Westville .....	Zeb Black

Others in attendance included Manager Borman, Steve Davis, and Jana Wright from BWRPWA, Matt Dunn, Dean Kendrick and James Martin from Crist Engineers, Malcolm Attwood from Centerton Utilities, Cheryl Schlusterman from Raymond James Investment Strategies Group, and Bob Wright from Crews and Associates.

Minutes from the April 22<sup>nd</sup>, 2022 Board Meeting were discussed. On a motion by Director Cooper and a second by Director Holzkamper, the April 22<sup>nd</sup>, 2022 minutes were approved unanimously.

**Treasurers' Report** – Treasurers' Report was given by Manager Borman, which included for the period of April 23<sup>rd</sup>, 2022 through May 18<sup>th</sup>, 2022. Manager Borman discussed the check detail with the Board, which included payroll, electronic fund transfers, and checks 18735-18779. Manager Borman 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 18735-18779 and the financials as presented. A second was made by Director Craft. The motion was approved unanimously.

**Kajacs Contractors / Water Transmission Lines Project Update**

**Contract 1**

- Pay Application #14 in the amount of \$168,598.08 paid on May 16, 2022
- Total Payment to Date - \$6,022,325.87 (100%)
- Contract Amount - \$6,022,325.87

**Contract 2**

- Pay Application #15 in the amount of \$164,322.76
- Total Payment to Date - \$5,948,561.46 (100%)
- Contract Amount - \$5,948,561.46

Contracts 1 and 2 have been completed and lines are fully operational.

**Sludge Lagoons and Site Grading**

- Kajacs is on-site and working on clearing and grubbing

- *Notice to Proceed Date: May 2, 2022*
- *Substantial Completion Date: November 8, 2022*
- *Final Completion Date: November 28, 2022*
- *Site plan review application has been approved by the Benton County Planning Commission*
- *Permit coordination with ADEQ continues. Draft has been prepared and is awaiting final review prior to Issuance.*
- *Project is on schedule*

### **3.5 MG Composite Elevated Water Storage Tank**

- *Hydraulic modeling, surge prevention measures, and operational parameters have been completed.*
- *Phase 1A yard pipping has been completed*
- *90% drawings and specification documents are complete and will be submitted to ADOH*
- *FAA form 7460-1&2 has been submitted for obstruction evaluation and is under review*
- *Site plan review application has been approved by the Benton County Planning Commission*
- *Project schedule has been adjusted*

### **Surge Tank System WTP**

- *Analyzing surge prevention parameters for the Gateway-Garfield pressure plane*
- *Coordinating technical requirements with Blacoh and ETEC*
- *Consideration given to combining surge tank to High Service Pump Station building (needs staff input)*
- *Project schedule has been adjusted*

### **Clearwell**

- *Hydraulic modeling, surge prevention measures, and operational parameters have been completed*
- *90% drawings and specification documents are complete and will be submitted to ADOH after staff review*
- *Site plan review application has been approved by the Benton County Planning Commission*
- *Project schedule has been adjusted*

### **High Service Pump Station and Electrical Upgrades**

- *Hydraulic modeling, surge prevention measures, and operational parameters have been completed*
- *Design coordination with structural and electrical engineers*
- *The HSP project will not be included with the current site plan review application and will be submitted separately when the design is near completion.*
- *Project schedule has been adjusted*

### **Easement Acquisition**

- *Easements will be prepared after transmission line alignment is finalized*
- *Acquisition can begin after easements are prepared*
- *Nancy Roller is in position to take over easement acquisition process*

### **Parallel Transmission Line**

- *Preliminary alignment is completed and ready for staff review*
- *Easement document preparation will begin upon alignment approval*
- *Preparing 90% designs and construction documents package for submittal to ADOH*

### **Lagoon Maintenance Project and New Storage Building**

- *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*
- *Project may include a 60'x40' maintenance storage structure and parking*

**Operations' Report** – Manager Borman then gave the Operations' Report, which is herein included as part of the official minutes. Manager Borman then mentioned to the Board that at the April Board Meeting he was approved to purchase a tele-lift and the price was not to exceed \$60,000.00. After researching for a tele-lift, one was found with United Rentals, but the price exceeded what the Board authorized. Manager Borman stated that he would like to revisit the purchase price of a tele-lift, due to equipment prices rapidly moving upwards. The tele-lift that was found with United Rentals cost \$79,454.30 and Manager Borman would like the Boards approval to purchase this tele-lift at the quoted price, before the price moves up. After Board discussion, Director Blackburn made a

*motion to authorize Manager Borman to spend additional funds requested for the tele-lift, quoted amount \$79,454.30 from United Rentals. A second was made by Director Wiley. Motion passed unanimously.*

***Raymond James Bond Proceeds Investment Strategy*** – Cheryl Schlusterman with Raymond James then discussed with the Board the possibility of investing part of the 2022 Bond Series into a laddered portfolio. Raymond James would be conservative with how much to invest, how long to invest according to the construction schedule, and would be able to manipulate the schedule, according to BWRPWA's project schedules. Raymond James would be in discussion with Manager Borman on how much to invest and receiving bids on the funds. Raymond James would charge a flat rate of \$19,000.00 for services rendered. Engagement letters would be sent to Manager Borman, Michael Moyer, and Bob Wright.

*Bob Wright with Crews and Associates stated that with rates on the move upwards investing a portion of the funds would boost earnings, with more funds to help cover current projects. One problem that other companies have had with a laddered portfolio was investing at a higher amount and not having the funds to meet the construction pay applications, which ended up with the loan being upside down. Bob Wright mentioned that BWRPWA should be conservative with the amount to invest and with the maturity date on those investments.*

*Manager Borman made a recommendation to the Board to invest \$20M to \$30M in a laddered portfolio with Raymond James, with the possibility of a cut-off date rather than a maturity date, leaving a sizeable cushion in the account for emergency expenditures. After Board discussion, Director Blackburn made a motion to authorize Manager Borman to engage the services of Raymond James in setting up a laddered portfolio, to use his discretion on how much to invest, and to act as signatory for BWRPWA on documents needed for this investment. A second was made by Director Holzkamper. The motion passed unanimously.*

***Adjacent 5 Acres offered for purchase by current owners*** – Manager Borman then discussed with the Board the possibility of purchasing property directly south of BWRPWA. Due to losing their home to fire, property owners reached out to BWRPWA with the prospect of selling their property to BWRPWA. The first amount quoted by the property owners was \$200,000.00 and the second quote was \$260,000.00. Manager Borman stated that purchasing the property would be beneficial to BWRPWA, being a good location for a substation transmission line. Manager Borman recommended to the Board to approve him making an offer of \$125,000.00 for the property, which would include taxes paid and the tear down of the home. After board discussion, Director Cooper made a motion to authorize Manager Borman to start negotiations for the property at \$25,000.00 an acre, with the amount per acre not to exceed \$30,000.00, which would include BWRPWA paying for closing costs, taxes, and the tear down of the home. A second was made by Director Blackburn. The motion passed unanimously.

*Director Holzkamper announced his retirement to the Board. His last board meeting with BWRPWA will be July 28, 2022. Director Holzkamper then introduced Malcolm Attwood, who will be taking his position with Centerton Utilities and as Director on the BWRPWA's board, to the Board. Chairman Taggart and the Board of Directors wished Director Holzkamper well with his retirement.*

*Being no further business before the Board, Director Boston made a motion to adjourn at 1039 hours. A second was made by Director Blackburn. Motion carried unanimously and the meeting was adjourned.*

## **NEXT BOARD MEETING – JUNE 23<sup>RD</sup>, 2022**

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

