

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

July 28th, 2022 Board of Directors' Meetings
Meeting Minutes

Board of Directors' Meeting for July 28th, 2022 was called to order by Director Moore at 0931 hours in the Authority's Board Room at the Water Treatment Plant. Opening invocation was given by Director Craft.

Directors and/or Alternates

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

Others in attendance included Manager Borman, Steve Davis, Jana Wright, Eddie Cooper from BWRPWA, Matt Dunn, Dean Kendrick and James Martin from Crist Engineers, Malcolm Attwood from Centerton Utilities, James Clark from City of Tontitown, Chris McKenzie from BCWD #1, and Michael Moyer from Friday Law Firm.

Minutes from the June 23rd, 2022 Board Meeting were discussed. On a motion by Director Blackburn and a second by Director Craft the June 23rd, 2022 minutes were approved unanimously.

Treasurers' Report – Treasurers' Report was given by Manager Borman, which included for the period of June 18th, 2022 through July 15th, 2022. Manager Borman discussed the check detail with the Board, which included payroll, electronic fund transfers, and checks 18817-18882. 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 18817-18882 and the financials as presented. A second was made by Director Boston. 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, drainage, access roads, and fencing
- Substantial Completion Date – November 8, 2022
- Final Completion Date – November 28, 2022
- Permit coordination with ADEQ completed. Draft has been prepared and is awaiting final review prior to issuance.
- Submittals review ongoing.
- Pay Application 2 has been submitted and approved for \$1,105,346.74
- 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.

- Yard piping layout for Phase 1 completed. Staff review is pending.
- 90% drawings and specification documents completed and have been submitted to ADOH. Estimated timeframe for review and permit issuance is 90 days.
- Project advertises on July 31 and August 7. Bids will be opened on August 24.
- Review construction documents and specifications with staff this week.
- 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 regulatory/permitting time.

Surge Tank System at WTP

- Analyzing surge prevention parameters for the Gateway/Garfield pressure plane.
- Coordinating technical requirements with Blacoh and ETEC.
- 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

- Hydraulic modeling and operational parameters analysis completed.
- Yard piping layout for Phase 1 completed. Staff review is pending.
- 90% drawings and specification documents completed and have been submitted to ADOH. Estimated timeframe for review and issuance or permitting is 90 days.
- Project advertises on July 31 and August 7. Bids will be opened on August 24.
- Project schedule has been adjusted for additional regulatory/permitting time.

High Service Pump station and Electrical Upgrades

- Hydraulic modeling, operational parameters, surge prevention, and control measures analysis completed.
- Pump analysis and selection with vendors ongoing.
- Met with Carroll Electric to discuss future substation location, construction, and contractual requirements. They want a minimum of three acres and the location 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

- Easement document preparation is continuing. We have 20 prepared easement documents and 28 easement documents remaining. There are a total of 44 parcels for Phase 1 alignment.
- Nancy Roller has met with and had initial discussions with several property owners. We have acquired easements for 6 properties.
- There are approximated 3 property owners that are unwilling to sign:
 - Parcel 32 and 34 – Jerry and Cynthia Lippert
 - Parcel 38 – Michael Reese
 - Parcel 23 – Buttram (Thompson)
 These properties will likely require condemnation

After Board discussion of the probability of condemnation on those 3 properties, Director Blackburn made a motion to authorize Manager Borman to initiate the condemnation procedure, when and if the time should come. A second was made by Director Holzkamper. The motion passed unanimously.

Parallel 54" Transmission Line – Phase 1

- The alignment near Highway 94 has been modified back to the original alignment south of Buttry Road.
- The alignment at Larry Mills property has been revised back to the original alignment.
- Plan and profiles 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

The cross connections are spaced every 2 +/- miles with the necessary valves required to divert flow and take either pipeline out of service for repairs or maintenance. Approximately half way between the cross connections will be main line valves and low point drains for repairs or maintenance.

- Preparing 90% design and construction document package for submittal to ADOH permit.
- Regulatory permitting proposed is Nation-Wide Permit (NWP) – 58.
- Preparing Preliminary Construction Notification 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 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 lagoon roads, improve drainage, modify flow control structures, and install riprap or 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.
- Ready to start permitting process for Intake Structure and raw water line to the plant.

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

Customer Conservation Measures – Manager Borman mentioned to the board that he would like to draft a Customer Conservation Policy for the Board to review and/or discuss at the next board meeting. This would allow the Authority to have its utility customers implement the conservation policy when necessary. With having a conservation policy, the focus would be on BWRPWA and not on BWRPWA's customers. Under the current contracts, BWRPWA has no authority to dictate to its customers on when to conserve. The only time that BWRPWA can cut back water usage with its customers is when the Corp of Engineers cuts back on water usage with BWRPWA. Manager Borman mentioned that with the high usage demands of this summer and if trends follow suit, the possibility of high usage demands next summer, BWRPWA needs the mechanics in place and the authority to put hard restrictions in place if necessary. Until some of the projects are finished, BWRPWA struggles with maintaining capacity that its customers need and a conservation policy would be beneficial. Manager Borman would have Attorney Curtis Hogue review the Customer Conservation Policy before it was brought before the Board for review and consideration. After Board discussion, Manager Borman stated that he would do a preliminary draft and bring it before the Board at the August's board meeting.

Raymond James Update on Laddered Portfolio and 2022 Bonds – Manager Borman mentioned to the Board that BWRPWA did do the laddered portfolio on the 2022 Bonds with Raymond James. Michael Moyer from Friday Law Firm was BWRPWA's council on the structuring and reviewing of the documents for the portfolio. The portfolio has been structured extremely well and continual liquidity is available at all times for payment on projects. According to

Manager Borman, over the next few years BWRPWA will net \$1.2M off of the laddered portfolio, which will be extra funds to pay on construction projects. The portfolio consists of backed U.S. Treasuries at set amounts and as each one matures, BWRPWA will make that money back with interest.

Nominating Committee for Officers for FY 2022-2023 - Manager Borman reminded the Board that a Nominating Committee needed to be appointed for the August Board Meeting, which will be BWRPWA's 30th Annual Meeting. The Nominating Committee will be responsible for nominating the slate of officers for the 2022-2023 calendar year. Director Moore appointed the following Directors for the Nominating Committee: **Director Rick Craft – Chairman of Nominating Committee, Director Richard Sutherland - Member, and Director Dustin Karl - Member.**

Director Moore then present Director Frank Holzkamper with a plaque for his many years of service and dedication as a Board Director to Benton/Washington Regional Public Water Authority. The Board and the staff of BWRPWA wish Director Holzkamper the very best with his retirement. and service to BWRPWA's Board and wished Director Holzkamper the best with his retirement.

Being no further business before the Board, Director Blackburn made a motion to adjourn at 1028 hours. A second was made by Director Boston. Motion carried unanimously and the meeting was adjourned.

NEXT BOARD MEETING – AUGUST 25TH, 2022

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