

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

August 25th, 2022 Board of Directors' Meetings
Meeting Minutes

Board of Directors' Meeting for August 25th, 2022 was called to order by Chairman Taggart at 0940 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	Jerry Lovell
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	Chuck Wiley
WWA	Josh Moore
Westville	ABSENT

Others in attendance included Manager Borman, Steve Davis, Jana Wright, Eddie Cooper from BWRPWA, Matt Dunn and James Martin from Crist Engineers, Chris McKenzie from BCWD #1, Charlie Holt from Bella Vista POA, and Bob Wright from Crews and Associates.

Minutes from the July 28th, 2022 Board Meeting were discussed. On a motion by Director Blackburn and a second by Director Boston the July 28th, 2022 minutes were approved unanimously.

Treasurers' Report – Treasurers' Report was given by Director Moore, which included for the period of July 16th, 2022 through August 17th, 2022. Director Moore discussed the check detail with the Board, which included payroll, electronic fund transfers, and checks 18883-18967. 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 18883-18967 and the financials as presented. A second was made by Director Wiley. 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 #3 has been submitted and approved for \$412,521.23
- Total completed and stored materials paid to date is \$1,738,055.47
- Balance remaining due plus retainage is \$2,423,069.53
- KAJACS will be contracted separately to remove sludge from the existing lagoons.

- *Project is on schedule.*

4MG Composite Elevated Water Storage Tank

- *Hydraulic modeling, operational parameters, surge prevention, and control measures analysis completed*
- *Operational technical memorandum and piping layout for Phase 1 has been prepared. Staff review is pending.*
- *Plans and specification documents completed have been submitted to ADOH. Estimated timeframe for review and permit issuance is 90 days.*
- *Project advertises on August 14 and August 24. Bids will be opened on September 15 at 1:00 PM.*
- *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 had been adjusted for additional construction contract time as requested by potential contractors*

Surge Tank System at WTP

- *Analyzing surge prevention parameters for the Gateway-Garfield 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.*

3MG Clearwell

- *Hydraulic modeling, yard piping, and operational parameters technical memorandum for phase 1 has been prepared. Staff review is pending.*
- *Plans and specification documents completed have been submitted to ADOH. Estimated timeframe for review and issuance or permitting is 90 days.*
- *Project advertises on August 14 and August 24. Bids will be opened on September 15 at 1:00 PM.*
- *Project is on schedule.*

High Service Pump Station and Electrical Upgrades

- *Hydraulic Modeling, operational parameters, surge prevention, and control measures technical memorandum for phase 1 has been prepared. Staff review is pending.*
- *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

- *There are alignment changes near highway 94 that require additional survey, revised design alignment, and new easement documents. Survey field work is completed. Redesign and revised easement documents are pending.*
- *There are a total of 44 parcels for phase 1 alignment. This number will change with the alignment revisions.*
- *We have acquired easements from 12 property owners.*

Parallel 54" Transmission Line-Phase 1

- *The alignment near highway 94 has 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

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 halfway 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 (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 lagoon 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 for allocation is based on yield and the combined yield allocation is 16 MGD.
- 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 stated to the Board that he is working on a draft for a conservation policy for the Authority. Manager Borman mentioned that he would be reviewing the language on conservation policies from other regional systems and how they implement conservation methods with their customers. A rough draft should be ready for the Board to review at the next board meeting. As of now with current water contracts, the Authority cannot dictate to its customers on when to conserve. Manager Borman also stated the possibility of putting conservation language into new water contracts between the Authority and its customers. A form of conservation method or an agreement between BWRPWA and its customer's needs to be put into place especially for the next 3-4 years until ongoing projects have been completed and the Authority can keep up with demand.

Administrative Items

Water Rate Increase for 2023 – Manager Borman mentioned to the Board that he has started working on the FY 2023 budget for the Authority. The cost of doing business has been on the rise and raising the water rates gives the Authority the ability to continue doing business. The more water treated and produced, the more it costs

the Authority. The water rate increase would be an operational increase for operating the treatment plant. With the price of electric and chemicals increasing and the price of parts and repairs for equipment increasing, Manager Borman stated that an increase of \$.15 per thousand gallons would keep the Authority operating at the level needed. The rate increase is solely based on the Authority's needs for 2023 operations and to maintain the targeted 30% bond coverage. The 2022 audit should not pose a problem on bond coverage, the Authority should be at 134 to 135 range for coverage. With Director Moore being the Secretary/Treasurer of BWRPWA, Manager Borman would like Director Moore to review the 2023 budget first – mainly to review the cost increases for operations. Then the 2023 budget would be passed to the officers and committee chairs. If the budget is acceptable, then a meeting would be scheduled with the Finance and Personnel Committee for review. Manager Borman mentioned to the Board that his recommendation to the Board would be a \$.15 increase on water rates for operational purposes based on the FY 2023 budget. Director England asked Manager Borman if a rate study analysis had been done to support the recommendation of a \$.15 increase on water rates. Manager Borman stated that a meeting was scheduled with Dan Jackson on doing a rate study analysis for August 25 at 2:00 p.m. and he would let the Board know the amount that the study would cost BWRPWA. The rate analysis will be done over the 30-year master plan and will not be completed before the budget needs to be accepted and approved by the Board. Manager Borman mentioned that after the review of the 2023 budget that the Board would know which action would need to be taken towards the water rate increase and that further discussion would need to take place at the next board meeting.

Being no further business before the Board, Director Kahrl made a motion to adjourn at 1046 hours. A second was made by Director Blackburn. Motion carried unanimously and the meeting was adjourned.

NEXT BOARD MEETING – SEPTEMBER 22ND, 2022

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