1-26-23 9:00 A.M.

Meeting Location: Utility office at 1108 W. Front St. Board Room

In attendance:

Heber Springs Water Utility Commission

Commissioner Burt Eddington

Commissioner Greg Holland

Utility Manager: Paul Graham

Office Manager: Nikki Wilson

Additional Attendees:

Kasey Griffin, Mayor of City of Heber Springs

**-Call to order by**: Commissioner Eddington Time: 9:00 A.M.

**-Motion to Approve Previous Month’s Minutes:** Commissioner Holland made a motion to approve the reading of the previous month’s minutes, Commissioner Eddington 2nd. Motion passed unanimously.

**-Review checks over $2,000.00-** Questions were asked concerning check numbers 1207 and 48965. Commissioner Eddington requested more information concerning the Federal Protection Services contract.

**-Bond Spending Report:** Ms. Wilson informed the Commission on the current totals Bond spending. KAJACS’ is complete with the sewer main installation and has been paid in full. Total cost was $4,664,464.73. The bid amount was $4,693,500.00. $7.9 million left in funds.

**Current Business:**

**-FY23 Q1 Bad Debt Write Off:** Motion by Commissioner Eddington, 2nd by Commissioner Holland, motion passed unanimously.

**-General Manager Bonus of $2,920:** Motion by Commissioner Eddington, 2nd by Commissioner Holland, motion passed unanimously.

**-SEP IRA- 5%:** Motion was made by Commissioner Holland to approve the 5% SEP IRA, Commissioner Eddington 2nd. Motion passed unanimously.

**-Wilburn Water Contract:** Motion made by Commissioner Eddington, 2nd by Commissioner Holland, motion passed unanimously.

**-Engineering Updates:** Mr. Graham updated the Commission on the wastewater plant upgrades as well as the water treatment plant upgrades.

**-Manager’s Update on construction crews, etc.:** Mr. Graham informed the Commission that the Badger Metering system dropped all 2G communications on January 1st and that he hired Big Creek Construction to assist in changing endpoints out. The Utility also ordered a new mini track that will replace a 2006 model that has a blown motor. There are several water and sewer jobs identified that the crews will be working on in the near future.

The water treatment plant had a hole in the roof patched and the roofer opined that it may need to be replaced entirely with in the next 5 years. Three lift station panels are being replaced this year and the levies at he plant are going to be graveled over the course of the year.

There is a rate study in progress at ARWA that will allow the Utility to receive the $5 million it was awarded for the wastewater treatment plant. Mr. Graham is coordinating with Hawkins-Weir to endure that all requirements are met. The membrane project at the water plant is scheduled to be submitted for bids on March 5 and 12, 2023, with a bid opening on March 21st. A 12 month lead time on some components is expected.

**Adjourn:** Motion by: Commissioner Eddington 2nd by: Commissioner Holland at 10:03 A.M. to adjourn the meeting. Motion passed unanimously.

THE HEBER SPRINGS WATER AND SEWER COMMISSION

Commissioner Burt Eddington \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Commissioner Greg Holland \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_