11/21/24 9:00 A.M.

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

In attendance:

Heber Springs Water Utility Commission

Commissioner Eddington

Commissioner Holland

Commissioner Fall

Utility Manager: Paul Graham

Office Manager: Nikki Early

Additional Attendees:

**-Call to order by**: Commissioner Eddington Time: 8:57 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.

**-Checks $2,000 and over:** Questions were asked about check #s 50402, 50410, 50451, 50459, and 1236.

**-Bond Spending Report:** Mrs. Early updated the Commission on the bond project spending stating that there is $5.5 million left in funds. There is $2.1 million in ARPA funds remaining. See report.

**-Hawkins-Weir Water and Sewer Rate Studies:** A rate study proposal from Hawkins-Weir for both water and sewer rates was presented to the Commission. The current price is approximately $75,000 but HW is working to bring that down. No decision was made on whether to proceed with the studies.

**-Corps of Engineers-Sewer Force Main:** Mr. Graham is waiting on the COE to provide the Utility with a MOU draft, after which, a decision will be made.

**-Engineering Updates:** Mr. Graham updated the Commission on both the WWTP project and the WTP projects. The WTP Membrane project is complete, and the plant is up and running. The old plan will remain active for a few more months to ensure the new plant is operating correctly. Wastewater is being pumped via a bypass pump from the lagoon to the plant for the rehabilitation of the pump station at the lagoon. A MOU is drafted between the Utility and the City regarding dumping the dumpster used with the screen.

**-Manager’s Report:**

**Office**: Sewer charges were reconfigured in October with minimal issues. Arkansas mailing services will begin to produce our paper bills in January. The required audits are underway currently. Hawkins-Weir is looking into performing a hydraulic model and master plan to go along with the proposed rate studies.

**Operations**: The Utility can now train its own employees to get CDLs. Only one major leak during the month of November. The crew has been working on material storage bays at the shop when they have time between jobs.

**WTP**: No issues other than the Lead and Copper Inventory that was completed and issues with some of the new skid that were expected. Airport North tank rehab is complete.

**WWTP/Lift Stations**: No issues other than the plant upgrade.

**Other:** HR Manager Linda Fletcher has submitted a proposed policy regarding free life insurance for employees. The Commission asked for more information at the next meeting. The Utility will have a float in the Christmas parade this year.

**Adjourn:** Motion by: Commissioner Eddington 2nd by: Commissioner Holland at 10:41 am to adjourn the meeting. Motion passed unanimously.

THE HEBER SPRINGS WATER AND SEWER COMMISSION

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

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

Commissioner Franklin Fall\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_