

HEBER SPRINGS
WATER AND WASTEWATER UTILITY
1108 WEST FRONT STREET
HEBER SPRINGS, ARKANSAS 72543
501-362-3422

October 2025 Commission Meeting Minutes

10/30/25 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

Utility Manager: Paul Graham

Office Manager: Nikki Early

Additional Attendees:

Kasey Griffin, Mayor 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.

-Checks \$2,000 and over: A questions was asked concerning check 1243.

-Bond Spending Report: Mrs. Early updated the Commission on the bond project spending stating that there is approximately \$239,000 left in funds after some was used at the wastewater plant for valve replacement. See report.

-FY2025 Q4 Bad Debt Write-Off-\$ 932.62: Commissioner Holland made a motion to approve the write-off, Commissioner Eddington 2nd. Motion passed unanimously.

-Affidavit 2025-03: Record Destruction: Commissioner Eddington made a motion to approve the affidavit for record destruction, Commissioner Holland 2nd. Motion passed unanimously

-Manager's/Engineering Report:

2026 Medical Insurance Proposal: Commissioner Eddington made a motion to keep the same insurance plan as 2025, Commissioner Holland 2nd. Motion was passed unanimously.

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Office: 544 meters are bad due to black screens. Sewer rates were adjusted in October so some people may see increases on their bill. Nikki is reviewing a Vendor Risk Assessment sent to us by NSG for cybersecurity purposes.

Operations: A few big leaks were repaired. Water loss was 5.89% last month. Crews are flushing hydrants and completing remaining jobs from last FY. HW is coming today to visit with us about a water main replacement that they are designing. The City Street Department has requested that we no longer use concrete to repair our street cuts and would rather us use cold mix. They agreed to take over responsibility for the cut after we leave the job. Per Scott Happle

WTP: No issues.

WWTP/Lift Stations: A new truck was purchased for the use of the WWTP employees. Bugs are still being worked out.

Other: The Utility provided CDL training to several employees and two of the City Street Dept employees. The City approved Utility personnel the use of the City's police shooting range. A MOU was signed by both parties. The Utility had a booth at Trades Around The Lake.

Adjourn: Motion by: Commissioner Eddington 2nd by Commissioner Holland at 10:01 am to adjourn the meeting. Motion passed unanimously.

THE HEBER SPRINGS WATER AND SEWER COMMISSION

Commissioner Burt Eddington _____

Commissioner Greg Holland _____

Commissioner Franklin Fall _____