2/29/24 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 Holland

Commissioner Fall

Utility Manager: Paul Graham

Office Manager: Nikki Early

Additional Attendees:

Kasey Griffin, Mayor Heber Springs

Colton Hale, Turner Williams and Associates

**-Call to order by**: Commissioner Eddington Time: 8:59 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 question was asked about check # 49841.

**-Bond Spending Report:** Mrs. Early updated the Commission on the bond project spending stating that the Utility is within $130,000 of meeting its obligation of spending its 25% of the project cost at the WWTP. ANRC funds will begin to be used after that time. There is approximately $6.6 million left in bond money.

**-FY2023 Audit Presentation: Turner Williams and Associates:** Colton Hale with Turner Williams and Associates presented the 2023 audit to the Commission. Main discussion was concerning the AT&T lease and changes in reporting. Attention was given to the amount of money the Utility has to cover 110% of next bond interest and principal payments and excess revenues. Commissioner Eddington asked to find out what would happen if those obligations were not fulfilled for even just one year. No other issues were reported.

**-Approval to Award Bid for Water Treatment Plant-Microfiltration Skid Installation:**

**Contractor: DOXA, Bid Amount: $1,389,056:** Commissioner Eddington made a motion to approval the awarding of the bid, Commissioner Fall 2nd, motion passed unanimously.

**-Engineering Report:** Mr. Graham updated the Commission on the membrane project as well as the WWTP upgrades. The Utility saved approximately $600,000 by bidding out just the installation and buying the equipment ourselves. Van Horn is laying pipe, and installing electrical conduits for the generator as well as the DAF building. The pad of the building is being made at this time. All is running well.

**-Manager’s Report:** Mr. Graham updated the Commission on the following:

Office- No major activity other than the Audit. All else is normal operations with one mad customer that is being addressed.

Operations- The Utility is complete on a water main tie-in from the fair grounds to Fox Run. One large leak was repaired at the bypass and we believe that the water loss will go down next month after this repair along with a couple of other smaller leak repairs. The Utility is planning on hiring more staff for the construction crews soon. Due to staff shortages, NLS is being contracted to complete the drain line at the WTP. It should cost around $15,000. This is still cheaper than the original plan.

WTP- Bolton Electric updated the other controller on the upflow clarifiers, so now both are modern and are the same. There was a staff change at the plant with one person moving from the plant to the shop and one moving from the shop to the plant. The yard tank is scheduled to be cleaned on the inside for $2,900 by Oklahoma Tank and Tower. This could allow us to put off a full rehab of the tank until a later date.

WWTP-Barnett Lift Station had a fitting some piping break and it had to be replaced. JRS Pumps assisted in the repair. 10 SCADA units were installed on lift stations, so there are 11 out of 31 installed and working.

Other- 323 N. Park is using one of the utility’s porta-potties until they either get evicted or they get working plumbing in the house.

**Adjourn:** Motion by: Commissioner Eddington 2nd by: Commissioner Holland at 9:57 am to adjourn the meeting. Motion passed unanimously.

THE HEBER SPRINGS WATER AND SEWER COMMISSION

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

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

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