8/29/24 9:00 A.M.

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

In attendance:

Heber Springs Water Utility Commission

Commissioner Holland

Commissioner Eddington

Commissioner Fall

Utility Manager: Paul Graham

Office Manager: Nikki Early

Additional Attendees:

**-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 Fall 2nd. Motion passed unanimously.

**-Checks $2,000 and over:** Questions were asked about check #s 1231, 50136 and 1228.

**-Bond Spending Report:** Mrs. Early updated the Commission on the bond project spending stating that there is $4.9 million is left in bond funds and we have paid $4.4 for the WWTP and $2.0 for the WTP so far. See report.

**-FY2024 Q3 Bad Debt Write Off - $1,610.82:** A motion was made by Commissioner Eddington to accept the write off, Commissioner Holland, 2nd. Motion passed unanimously.

**-Airport North Tank Rehab Bid Award:** A motion was made by Commissioner Eddington via email on 8/1/24 to accept the write off, Commissioner Holland, 2nd  on separate email 8/1/24. Motion passed unanimously at meeting 8/29/24.

**-Corps of Engineers Sewer Force Main @ Bypass:** The Corps requested the Commission to consider taking over the responsibility of the sewer force main that services Damsite Park and the field office. After much discussion, the Commission determined to discuss it with the Mayor, and have further discussions at the next meeting. No decision was made at this time.

**-Engineering Updates:** Mr. Graham updated the Commission on both the WWTP project and the WTP projects. Both are moving along nicely and on time. A preconstruction meeting was held with Salt Engineers, and Utility Services pertaining to the Airport North Tank rehab project. Work will begin shortly after Labor Day and is expected to take 6 months, however, it may be complete by Thanksgiving.

**-Manager’s Report:**

**Office**: Nikki is now self-rebating our local cap rebate monthly. All wholesale water contracts are in, including Wilburn’s who is now using our water. Nikki is going to begin the FY 2025 budget soon. Turner Williams is once again going to do the yearly audit at a cost of $19,500-$20,000. We are shopping around for an auditor to do a required federal audit due to the ANRC funds.

**Operations**: The covered pipe rack at the shop is complete, and it came out a little over budget but not by much. NLS completed the pipe bursting job on the sewer main on Searcy Street. The crews repaired a few small leaks and installed a few taps. The crew had to pump out the Sandy Beach lift station again.

**WTP**: An air compressor at the new plant went down as well as a fluoride saturator. The air compressor is fixed, and we ordered back up parts for it and some skid airlines. A new saturator was ordered but did not work, so another one is on the way. ADH has approved us not to fluoridate since we have an equipment issue. Gravel had to be added to the road that goes to the intake due to recent rains in July.

**WWTP/Lift Stations**: 2 lift stations went down and were repaired with backup pumps. More backup pumps were ordered.

**Other:** The Commissioners signed a few re-typed old policies so that they are now readable. They used the current date for the resigning. See attached. There were some employee changes at the water plant and wastewater plant due to a person taking a higher paying job elsewhere. There are several developments coming soon that we will address as it pertains to water and wastewater services.

**Adjourn:** Motion by: Commissioner Holland 2nd by: Commissioner Eddington at 11:05 am to adjourn the meeting. Motion passed unanimously.

THE HEBER SPRINGS WATER AND SEWER COMMISSION

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

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

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