9-28-23 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

Commissioner Franklin Fall

Utility Manager: Paul Graham

Office Manager: Nikki Early

Additional Attendees:

**-Call to order by**: Commissioner Eddington Time: 8:58 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 Eddington2nd. Motion passed unanimously.

**-Review checks over $2,000.00-** Questions were asked concerning check numbers 49481, 1216, 1217, 1218.

**-Bond Spending Report:** Mrs. Early presented the Commission with a Bond Fund Timeline Report showing the estimated timeframe for the bond spending and the projects associated with it. Currently, there is approximately $7.4 million. $89,926 has been paid to PALL, and $243,000 has been spent on the micro project. Mrs. Early also updated the Commission on her discussions with the banks and ANRC on where to put the $5 million when we receive payments. We can put it in the construction account if we would like. The money will be reimbursed as it is spent. See report.

**Current Business:**

**-Resolution 09-28-23 (ANRC Funding):** A resolution authorizing the General Manager to execute certain documents pertaining to the ANRC grant funding for the wastewater treatment plant upgrades was submitted to the Commission. It is required for the Utility to get the grant funding. Commissioner Eddington made a motion to approve the resolution. Commissioner Fall 2nd, and the motion passed unanimously.

**-NSG Quote:** Mr. Graham presented the Commission with a quote for a new server for the office from NSG. Questions were asked concerning memory and storage, but the Commission approved of the expense. The quote is $30,606.79.

**-Engineering Updates:** Mr. Graham updated the Commission on the Airport North Tank rehab, the water and sewer spec revision, as well as the membrane and wastewater treatment plant projects. The membranes have been ordered from Pall and the WWTP is in the process of having materials ordered. A 90% plan meeting is planned for October 5th.

**-Manager’s Update on construction crews, etc.:** Mr. Graham reported that several leaks were fixed in the last month, most due to dry weather. ICS/CDARS interest earnings were $47,161.16. Paving on W. Searcy Street is being scheduled. The goal is to coordinate with the city on the paving of the whole road. Paul Graham and Tom Stanford have received their class 3 Wastewater Collections System Operator certifications and are working on getting the four, which is the highest level. Mr. Graham reported to the Commission that the Lead Service Line Inventory is complete, however, contractors will be coming to Heber to assist in determining some pipe materials of some addresses. The EPA’s lithium study has been submitted, but no report has been received.

The yearly audit is taking place, beginning with the parts inventory. The crews are building a covered pipe rack during slow days to protect the plastic pipe from UV light. A positioner on one of the micro skids has gone out and a new one is ordered. It should be here soon. A few lift station pumps had gone out over the last month and new ones were used from our storage, and new ones were ordered to replace the ones that were used.

**Adjourn:** Motion by: Commissioner Holland 2nd by: Commissioner Eddington at 9:54 A.M. to adjourn the meeting. Motion passed unanimously.

THE HEBER SPRINGS WATER AND SEWER COMMISSION

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

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

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