

LITTLE ROCK WATER RECLAMATION COMMISSION
Minutes of the Meeting Held
August 17th, 2022

The Little Rock Water Reclamation Commission ("LRWRC") met at 4:00 p.m., Wednesday, August 17th, in the Board Room of Little Rock Water Reclamation Authority and via livestream.

Little Rock Water Reclamation Commission

Ganelle McBryde, Chair
Schawnee Hightower, Vice Chair
Debbie Shock, Secretary
Chris Marsh, Commissioner
Richard Mays, Jr., Commissioner
Jonathan Semans, Commissioner
Lauren Waldrip, Commissioner
Director Lance Hines, Ex Officio Member

Little Rock Water Reclamation Authority Personnel

Greg Ramon, Chief Executive Officer
Howell Anderson, P.E., Chief Operating Officer
Jean Block, Chief Legal Officer
Michael Rhoda, Chief Financial Officer
Walter Collins, P.E., Director of Operations & Facilities
John Holloway, P.E., Director of Engineering Services
Rebecca Burkman, Director of Environmental Affairs
Harold Hounwanou, P.E., Director of Collection System Maintenance

Attendees included: Commissioners Ganelle McBryde, Schawnee Hightower, Chris Marsh, Lauren Waldrip, Debbie Shock, and Richard Mays. Commissioner Semans and Director Hines were absent. Senior Staff Members: Greg Ramon, Jean Block, Howell Anderson, Michael Rhoda, Walter Collins, John Holloway, Rebecca Burkman, and Harold Hounwanou.

Chair McBryde brought the meeting to order and called for Mr. Anderson to lead the Pledge of Allegiance.

Chair McBryde then asked Tommy Kelly, Senior Dispatcher, to present the Safety Minute.

Chair McBryde then asked the Commissioners if they had reviewed the minutes of the June 15th meeting. Being that there were no revisions, Chair McBryde asked if there were any objections to approving the minutes. Hearing none, the minutes were approved.

Cary Beth Lipscomb, Engineering Manager – Capital, presented a Recommendation of Award for Construction for Flares and Gas Line Improvements. She gave a brief background on the project. Staff requested the Commission approve the Construction Contract with Crow Group, Inc. for \$1,980,000 conditional upon Arkansas Natural Resources Division concurrence and request authorization of CEO Greg Ramon to enter a contract for the Fourche Creek WRF Digester Flares & Gas Line Improvements. Commissioner Hightower asked if the utility would be replacing all three flares, and Ms. Lipscomb confirmed that all three would be replaced.

Chair McBryde requested a motion to approve. A motion was made, seconded, and approved unanimously.

Ms. Lipscomb then presented a Recommendation of Award for Professional Services for Solids Handling Master Plan. She noted that the utility is seeking an engineering firm to aid with the Solids Handling Masterplan contract. The Solids Handling Masterplan will include a review of the current facilities solids processing and transportation methods. This review will ensure that LRWRA is using the most efficient and beneficial methods for solids handling. This firm may be asked to assist LRWRA with evaluating methods to enhance lagoon solids capture, evaluating methods for cost savings associated with hauling and land application, evaluating solids processing and transportation at the facilities and between the facilities, as well as providing opinions that consider future biosolids regulations and include how to plan for these future regulations. Staff requested the Commission to authorize CEO Greg Ramon to execute a contract with Crist Engineers, Inc. in the amount of \$425,740 for the Professional Services associated with the Solids Handling Masterplan. Mr. Ramon and Mr. Anderson further explained the need for the masterplan. Commissioner Waldrip asked if this was the lowest bid or if it was qualifications base. Mr. Anderson confirmed it was qualifications based.

Chair McBryde requested a motion to approve. A motion was made, seconded, and approved unanimously.

Ms. Lipscomb presented a Recommendation of Award for Professional Services for Infiltration and Inflow Reduction Program. She noted the utility is seeking to continue the rehabilitation of sewer lines in two additional areas to reduce the amount of infiltration and inflow (I&I) while also increasing capacity within the system in the I-30 Baseline area and the Craig Park area and that by sealing the sewer system and reducing I&I along with increasing system capacity, this will help mitigate wet-weather overflows which meets the requirements of the Consent Administrative Order. Staff requested the Commission authorize CEO Greg Ramon to negotiate and execute the Professional Services Contract Amendment No. 4 with Arcadis US, Inc. for the additional Investigation/Construction Phase of the Rose Creek/Rebsamen/Rock Creek/Grassy Flat I&I Reduction Project in the amount of \$1,982,740.

Chair McBryde requested a motion to approve. A motion was made, seconded, and approved unanimously.

Amber Yates, Procurement Administrator, presented a Purchase Authorization to Replace One Pump for Arch Street Pump Station. She explained that this pump station is standardized with one brand and type of pump. There is current infrastructure in place with guide rails and pump seating hardware that are specifically designed for all five pumps. She stated if a different pump were installed, it would add significant cost to the project, and that staying with one brand of pump will reduce the number of spare parts required to be kept in inventory. Staff requested the Commission approve the purchase authorization for the replacement of one pump at Arch Street Pump Station for \$292,451.09 and to authorize CEO Greg Ramon to enter into a contract with Instrument and Supply, Inc.

Chair McBryde requested a motion to approve. A motion was made, seconded, and approved unanimously.

Ms. Yates then presented a Purchase Authorization for the Rehabilitation of Four Bar Screens at Fourche Creek WRF and Adams Field WRF. She stated that natural wear and tear has made it necessary to rehabilitate the bar screens. The utility is choosing to rehabilitate rather than replace the entire unit due to significant cost and lead time differences. Staff requested the Commission approve the purchase authorization for the rehabilitation of four bar screens at Fourche Creek and Adams Field Water Reclamation Facilities for \$507,035.03 and to authorize CEO Greg Ramon to enter into a contract with Headworks Incorporated. Commissioner Waldrip asked if it was more economical to repair the bar screens rather than replace. Mr. Collins confirmed it was more economical to repair.

Chair McBryde requested a motion to approve. A motion was made, seconded, and approved unanimously.

Ms. Yates presented a Recommendation of Award for Pipe. She noted that the award was made to one vendor based on the lowest price. Staff requested the Commission approve the recommendation for award for pipe for a total of \$170,905.95 and to authorize the CEO Greg Ramon to enter a contract with Core & Main LP.

Chair McBryde requested a motion to approve. A motion was made, seconded, and approved unanimously.

Harold Hounwanou, Director of Collection Systems Maintenance, presented an In-House Pipe Bursting Justification. He explained that the annual pipe renewal contract is intended for the rehabilitation of various sanitary sewer lines utilizing the relay in place, pipe burst, and CIPP methods. Sewer lines are selected for rehabilitation through the ongoing prioritized list of capital projects identified by LRWRA Collection System Maintenance department. The contract was last awarded by LRWRC to AC&T in December of 2018, with the option to renew for 6 consecutive years. During the negotiations for the 2022 renewal, AC&T proposed a significant price increase and later declined to renew the

contract. The 2022 budgeted amount for the contract was \$2,500,000.00, approximately \$480,000.00 of which was paid to AC&T from January 2022 until contract termination in May 2022. Considering the backlog of high priority sewer lines still in need for rehabilitation utilizing the pipe bursting rehab method, LRWRA Staff is proposing to procure a pipe bursting machine to equip our crews with the ability to perform this type of trenchless work. The machine is currently available to be purchased from HammerHead Trenchless through HGAC, one of our cooperative contracts, for \$480,000.00. This equipment will be an additional tool in LRWRA's toolbox to fill the current contractual void until such time when a future contract can be awarded to help reduce the backlog of work.

Following an evaluation of our current crews' structure and ongoing workflow, Staff observed that the number of workorders initiated for our manhole & port construction crew has been steadily declining. This is due to the success experienced with our acoustic inspection program over the last six years, which allowed us to cover our entire small diameter system and gradually chisel down the number of locations needing manhole installation. All these considerations provide us with a timely opportunity to include pipe bursting in the scope of work of this crew. However, due to the nature of the work involved in trenchless main line rehabilitation and to facilitate our transition into this maintenance activity, staff is also proposing to make this crew a four-men crew with the addition of a utility worker, thereby, increasing LRWRA's employee base from 220 to 221.

Mr. Hounwanou noted that the ability to perform this service in-house allowed us to respond quickly to emergency situations rather than waiting on a contractor.

First, Staff requested the Commission approve the unbudgeted Capital Improvement Project Authorization 9223200 in the amount of \$540,000.

Chair McBryde requested a motion to approve. A motion was made, seconded, and approved unanimously.

Second, staff requested the Commission approve the Purchase Authorization for the pipe bursting machine in the amount of \$480,000 and to authorize CEO Greg Ramon to enter a contract with HammerHead Trenchless.

Chair McBryde requested a motion to approve. A motion was made, seconded, and approved unanimously.

Finally, staff requested the Commission approve of the addition of one utility worker position, thereby increasing the total number of LRWRA employees from 220 to 221.

Chair McBryde requested a motion to approve. A motion was made, seconded, and approved unanimously.

Next, Michael Rhoda, Chief Financial Officer, presented a summary of the June Financial Report. He explained for June that total revenue of \$5.8 million exceeded budget by \$535,000 (10.8%), and that year-to-date revenues of \$32.4 million are \$1.1 million over budget (3.6%). Operating expenses of \$2.4 million were less than budget by

\$103,000 (4.1%) with Salaries under budget by \$92,000 (8%), Supplies under budget by \$53,000 (22.1%), and Vehicle Expense is over budget by \$37,000 (110.8%).

Mr. Rhoda then presented a summary of the July Financial Report. He explained for July that total revenue of \$5.7 million exceeded budget by \$524,000 (10.%), and that year-to-date revenues of \$38.2 million are \$1.6 million over budget (4.5%). Operating expenses of \$2.3 million were less than budget by \$135,000 (5.5%) with Salaries under budget by \$48,000 (4.3%), Supplies under budget by \$55,000 (25.7%), and Vehicle Expense is over budget by \$28,000 (85%).

Mr. Rhoda then notified the Commission they needed to select a Budget Subcommittee Member and requested Commissioner Semans be nominated. Chair McBryde asked if there were any objections to the nomination. Hearing none, Commissioner Semans was appointed the Budget Subcommittee Member.

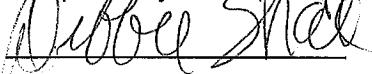
Jean Block, Chief Legal Officer, then gave the Legal Update. She highlighted: status of ongoing litigation; personnel issues; and work on the 2023 budget. Commissioner Hightower asked for an update on the employee handbook since its implementation in 2019. Ms. Block noted that it is much more accessible since it is online and easier to update policy updates and developments.

Greg Ramon, Chief Executive Officer, delivered the monthly highlights that included: The Water Academy, Museum of Discovery STEM Event, Women in Business Series: The Technology Table, NACWA Peak Performance Awards, GFOA Distinguished Budget Award, Summer Cereal Drive, Employee Awards, Central Arkansas Library Summer Program, and LIHWAP.

Chair McBryde called for other business and there was none.

Chair McBryde stated the next LRWRC meeting would be September 21st, 2022. She then asked if there were any objections to adjourning the meeting. Hearing none, the meeting was adjourned.

Respectfully Submitted,



Debbie Shock, Secretary