



Centerton Utilities

(Water/Wastewater Departments) (Franchised Utility Permitting)

January 23, 2024

CALL TO ORDER – The meeting of the Centerton Waterworks & Sewer Commission called to order by Commissioner Melvin Coffelt.

(1) ROLL CALL – Commissioner Melvin Coffelt, Robert Anderson, Donald Casteel, Michelle Haverkamp & Joshua Hagan, Utility Director “Malcolm Attwood,” Superintendent “Chad Klingler,” Accountant “John Daniels,” Office Manager “Mary Perkins” & Human Resources Manager “Thresia Leimberg” of Centerton Utilities, Jeff Dehnhardt & Tim Mayes of ESI, Mayor Bill Edwards & Lorraine Burns of City of Centerton.

(2) Pledge of Allegiance

(3) Approval of Consent Agenda: Commissioner Coffelt addressed the Commissioners by asking if there were any questions about the consent agenda items before they proceed. Commissioner Anderson made a motion to approve the consent agenda as presented. Commissioner Hagan seconded. All commissioners were in favor and the motion passed.

(4) Customer Dispute: Office Manager “Mary Perkins” provided a report to the commission showing the billing months impacted by the water leak and adjustment that had already been given to the customer per policy guidelines. She stated Mr. Ozment had responded timely to the notice of a leak and had a plumber investigate. At that time, the plumber replaced the water heater. But water usage continued to go up and the customer was notified again. The customer’s plumber then found a continuous leak in the service line which has since been fixed. Ms. Perkins stated both leaks were addressed and fixed timely by the customer. Mr. Ozment requested in writing an additional adjustment for the two months not covered by the original adjustment.

Commissioner Anderson made a motion to allow the Office Manager to adjust the water rate for the additional months of September and October. Commissioner Hagan seconded the motion. All were in favor and the motion passed.

(5) Old Business:

a. **Attorney report – Harrington Miller Law Firm** – Nothing new to report.

b. **Project Updates – Engineering Services, Inc.**

- i. **Hwy 102 Water Tower #4:** Jeff Dehnhardt with ESI stated as of December 2023 that Contract 1: Line work - had 2400 feet of pipe laid (20% of pipe in the ground) with the project 11% complete based on cost. Contract 2: Water Storage Tank – the Geotechnical Engineering Study has indicated the piers needed for a stable foundation need to bore much deeper than originally thought. Additional cost estimate is \$800,000 to \$1,000,000. Due to the cost of this method the engineers have been looking at other less expensive methods to support the tank’s foundation. They are now recommending utilizing the shallow “Ring Foundation Method” at an additional cost of \$169,000 due to the extra volume of concrete. ESI provided a change order for the increased cost plus an additional 140 days to complete the project for the commissioners to approve. The new completion date of the project would be October 2025. ESI stated the project is 18%



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complete based on the original schedule and 9% complete based on original cost for project.

Commissioner Anderson made a motion to accept the change order as presented . Commissioner Haverkamp seconded the motion. All were in favor and the motion passed.

- ii. **Downtown Sanitary Sewer Improvements:** Jeff Dehnhardt with ESI stated the “Notice to Proceed” has been issued to the contractor “Horseshoe Construction.” January 15, 2024, is the projected start date of this project. The original start date was delayed due to weather conditions.

Health Department – (Not related to Horseshoe Construction but related to this project): This project allowed about fourteen other developments in this area to proceed that had been held up for several months by Health Department concerns.

The Health Department has identified another six areas they have concerns about. ESI would like to add these other areas of concern to Horseshoes’ contract if necessary, so other developments are not held up. For the six areas of concern, ESI sent a survey team to confirm the data in the initial study and determined the elevations used were inaccurate in the original study. ESI is working on a response to the Health Department this week. They will keep the commission updated on their response.

- iii. **Greenhouse Lift Station improvements:** Jeff Dehnhardt with ESI stated design plans and specifications are under development. They should be submitted to the Health Department within the next 30 days.

c. **Director’s Report:**

- i. **Project Planning Worksheet (attached):** Utility Director Attwood reviewed the “Project Planning Worksheet” with the commission.
- ii. **Field Operations & Customer Service Report:** Superintendent Klingler stated the Wastewater Crew completed five of the six projects on last years projected maintenance schedule. He needs to hire one more person for the Leak Crew and has ordered a new utility bed truck with a dump station trailer. The field and customers service reports are in the commissioner’s packet for review.
- iii. **Next Chapter Neighborhood (C.P. Rakes Property):** Utility Director Attwood notified the commission the developer has pulled out of the project.
- iv. **Benton/Washington – Regional Public Water Authority:** Utility Director Attwood handed out BWRPWA’s Water Rate and System Growth History for the commission to review. Handout in included in packet. The handout includes water ran increases through 2025. In addition, a new rate study is slated in 2025 to assess bonds needed to build a fifty-four” transmission line and additional storage tank.



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(6) New/Other Business:

- a. **Write-Off Accounts:** Office Manager Perkins stated \$87,834.19 which was submitted to collections last year is ready to be written off. Report was given to the commissioners. She stated nothing was written off last year and the majority of this write-off request covers 2020 when we were not conducting collections due to Covid.

Commissioner Anderson made a motion to allow the Office Manager to write off uncollectable accounts of \$87,834.19 as stated. Commissioner Casteel seconded the motion. All were in favor and the motion passed.

- b. **Ginn Rd LS Grinder Quote:** Utility Director Attwood notified the commission JWC Environmental quoted the purchase price for a new grinder as \$26,331.00.

Commissioner Anderson made a motion to approve the grinder purchase for the price quoted above. Commissioner Casteel seconded the motion. All were in favor and the motion passed.

- c. **Long Range Meeting:** Utility Director Attwood notified the commission it is time to do the annual long range planning meeting. He suggested the first week of February. He will send out an email to all interested parties to lock in the date and time.

(7) Resolutions -

Resolution 2024-01 came before the commission. Commissioner Anderson made a motion to present the Resolution by title only and to suspend the three-reading rule, Commissioner Casteel 2nd the motion. Commissioner Anderson read the Resolution by title only: **“A Resolution to Waive the Competitive Bidding Process for a New Work Truck .”** Commissioner Anderson made a motion to adopt Resolution 2024-01 and Commissioner Casteel 2nd the motion. All Commissioners were in favor and the motion passed.

(8) Public Comment – Chris Monney asked if the water system is protected against the threat of cyber-attack’s mentioned in the news recently. Utility Director Attwood stated those cyber-attacks are targeting Israeli software which we do not use. Also, stated our IT has put preventive measures in place to reduce the risk of a data breach and protect our systems.

(10) Announcements – Mayor Bill Edwards stated the commissioners should email the “Statement of Financial Interest” to him.

(11) Adjournment - Commissioner Coffelt asked the attendees if there were any questions. With no further business, Commissioner Hagan made a motion to adjourn, Commissioner Anderson 2nd the motion. All were in favor and the meeting adjourned.