



Centerton Utilities

(Water/Wastewater Departments) (Franchised Utility Permitting)

March 26, 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,” Attorney “Morgan Doughty” of Harrington Miller, Accountant “John Daniels,” Office Manager “Mary Perkins” & Human Resources Manager “Thresia Leimberg” of Centerton Utilities, Jeff Dehnhardt & Tim Mayes of ESI, Nicola Hoofard 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 Casteel seconded. All commissioners were in favor and the motion passed.

(4) Old Business:

a. **Attorney report – Harrington Miller Law Firm** – Morgan Doughty stated she is currently working on an ordinance to update the Schedule of Fee’s due to updated Arkansas fire code for single point of ingress for single and multi-family subdivisions which requires a one-inch meter.

b. Project Updates – Engineering Services, Inc.

i. **Hwy 102 Water Tower #4:** Jeff Dehnhardt with ESI stated the following:

Line project: The contractor has completed 3,850 feet of mains or thirty-two percent of overall footage is in the ground. They have used thirty-five percent of contract time and have completed the LC Hickman area with the exception of cleanup. The plan is to begin boring under the highway very soon. ESI has a meeting with contractor later today to review easements.

Tank Project: Some construction activity has begun on the work site. The subgrade has been tested and the foundation mud mat has been installed to protect the subgrade. Also, the form work for footings has started. The contractor is lagging behind on contract time, but ESI has no real concerns with this project at this time. Utility Director Attwood stated he had included in the commission packet the revised fees for the GTS inspection due to the foundation changes.

ii. **Downtown Sanitary Sewer Improvements:** Jeff Dehnhardt with ESI stated the contractor is mobilizing today and materials are scheduled for delivery tomorrow. He requires notice from the contractor when the project kicks off so the inspector can be scheduled to be on-site.

iii. **Greenhouse Lift Station improvements:** Jeff Dehnhardt with ESI stated the project plan is ready to submit to the Arkansas Health Department. He will need a \$500.00 check to submit the plan.

517 North Main ♦ Centerton, Arkansas 72719-9400
www.centertonutilities.com ♦ admin@centertonutilities.com
Office: (479)795-0222 ♦ After Hours Emergency: (479)633-1421



Centerton Utilities

(Water/Wastewater Departments) (Franchised Utility Permitting)

- iv. **Benton County Quorum Court:** Jeff Dehnhardt with ESI stated they are scheduled to update the Judge on April 12th regarding returning the funds for the Pumpkin Hollow Project. He would like to schedule a time to discuss with the commission prior to the April 12th meeting.

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 & Office Manager Perkins reports are in the packet for the commission to review.

Field Operations: Chad Klingler stated a significant leak showed up last month surfacing through a storm drain and showing up about a mile down stream off of Seba in the CharLou subdivision. Commissioner Anderson stated he would like to see the 265,00 gallons used by the fire department added to the report. The new truck, dump trailer and most of the tools have been purchased for the new Leak Repair team. Still looking for new employees to fill the position.

Customer Service: Mary Perkins handed out to the commission information regarding a \$600 past due account for wastewater that had no payment for one year. She stated that she is unable to get ahold of the property owners by phone and they are not responding to past due letters. She stated there is no way to shut off just sewer services. Commissioner Anderson stated a better method is needed to track these types of past due accounts so they can be reviewed once a month. Attorney Doughty stated it is a misdemeanor offense and should be pursued by the City Attorney.

(5) New/Other Business:

- a. **McKissic Springs West Subdivision:** Utility Director Attwood stated he would like to do a cost share with the contractor to upgrade the existing eight-inch main to a 12-inch main. Our share of the upgrade cost is \$65,195.00.

Commissioner Anderson made a motion to authorize the Utility Director to enter into a Cost Share Agreement with the contractor for \$65,195.00. Commissioner Casteel seconded the motion. All were in favor and the motion passed.

- b. **AR DOT Highway 102 Widening:** Utility Director Attwood stated we had not received timely notice regarding this project from the highway department. He informed the commission that each utility has to bear the cost initially to develop a design plan to move/protect their utilities, then the highway department will eventually reimburse any out-of-pocket cost.
- c. **Schedule of Fees Update:** Attorney Morgan Doughty is working on an ordinance to update the fees. See section 4a for comments.
- d. **Wastewater Capacity Study for Downtown:** Utility Director Attwood stated the capacity study that was prepared for the commission's use as an informational only tool then provided to Arkansas Health Department continues to get "comment" letters from the Health Department requiring action. Currently, they are requesting the study

517 North Main ♦ Centerton, Arkansas 72719-9400
www.centertonutilities.com ♦ admin@centertonutilities.com
Office: (479)795-0222 ♦ After Hours Emergency: (479)633-1421



Centerton Utilities

(Water/Wastewater Departments) (Franchised Utility Permitting)

be updated to an Active Working Document. Commissioner Anderson stated it may be time to invite our elected legislative members to a meeting to discuss the issue.

(6) Resolutions – None

(7) Public Comment – None

(9) Announcements – Utility Director Attwood stated the drive-through is being fixed so cars can reach the payment box. Joshua Hagan & Michelle Haverkamp have been added to the Commissioner's plaque in the lobby. Utility Director Attwood will be on vacation a few days in April.

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