



Centerton Utilities

(Water/Wastewater Departments) (Franchised Utility Permitting)

May 21, 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,” Attorney “Morgan Doughty” of Harrinton Miller, Accountant “John Daniels,” Office Manager “Mary Perkins” of Centerton Utilities, 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) Devan Ferriel – Customer Issue: Mr. Ferriel stated Centerton Utilities staff had repaired a line that was leaking in the easement of his property. While they were working on the repair, he had requested for Bermuda sod to be laid in the area they had disturbed to match his existing grass. He was told they would look into it but stated he felt they had only used rye seed. Mr. Ferriel requested that the commission approve for Sod to be laid. The Commission explained that a mixture of Bermuda seed and Rye seed is used. The Rye is used to bring it back to green as soon as possible and the Bermuda seed comes back in a short period of time. Mr. Ferriel felt like he was left with a big hole. The commissioners explained the staff had used the right procedure due to the April/May rains and the customer needed to allow more time for Bermuda to grow in. A couple of the commissioners suggested we could address Mr. Ferriel’s concerns by using more topsoil, smoothing the dirt out and re-seed with the Rye and Bermuda. The commissioners agreed that this recommendation was the best option to address Mr. Ferriel’s concerns.

(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:** Tim Mayes with ESI stated the following:

Line project: The contractor has completed 44% of the transmission line work.

Tank Project: The tanks foundation is now poured. The contractor is currently working on the construction of the tank structure. They requested to start work at 5 AM each day. The commission stated they could start early morning as requested unless they receive noise complaints and would need to re-evaluate at that time.

ii. **Downtown Sanitary Sewer Improvements:** Tim Mayes with ESI stated the contractor has completed 40% of the work and has an estimated completion date by July 13, 2024, unless delayed by weather.



Centerton Utilities

(Water/Wastewater Departments) (Franchised Utility Permitting)

- iii. **Sanitary Sewer System Capacity Study:** Tim Mayes with ESI stated they are submitting/calculating downstream study based on the new developments locations in town. He stated the Health Department asked us to determine which development should be approved first. He believes the Health Department should approve the projects as they complete the review process.
- iv. **Greenhouse Lift Station improvements:** Tim Mayes with ESI stated they are finding connections to be different from expectations, are revising the plan, and updating their design based on those findings. Example: a single force main connected to a single maintenance hole is not always the case.
- v. **Hwy 102 Widening – Utilities Relocations:** Tim Mayes with ESI stated they are working off of the ARDOT plan. ESI has had their survey crews conduct surveys gathering information in the affected area. Once the survey has been completed, ESI will start preparing the relocation plan of both utilities. Some portions of this will be reimbursable by ARDOT and will provide the commission with an estimated cost soon. ARDOT has announced a meeting for Water/Sewer officials on June 6, 2024, at 2:30 at the Municipal Court Building and from 4:00 -7:00 PM for a public meeting.

c. **Director's Report:**

- i. **Project Planning Worksheet (attached):** Utility Director Attwood reviewed the "Project Planning Worksheet" with the commission. The commission requested a quarterly report indicating the number of units under construction. Kayla with the City Planning Department stated they have that report and would ensure the commission gets a copy.
- ii. **Field Operations & Customer Service Report:** Superintendent Klingler & Office Manager Perkins reports are in the packet for the commission to review.

Field Operations: Per Chad Klingler, we have a total of four wastewater pumps, but two of the pumps have been sent in for repairs. They are reviewing who repaired each pump in the past to determine which provider provided lasting repair work. He has contacted ISI and they are coming next week to examine the pumps while in operation to help us determine how to use the pumps more efficiently. In addition, he has challenged his leak repair teams to fix one hundred leaks in a month. He stated next year's budget would need to include coverage for yard and concrete work so he does not need to pull his leak teams off of repairing leaks. The commissioners discussed some sort of measurement to reward the teams for progress in the leak reduction program.

- iii. **Tampering with Meter Cans:** Malcolm Attwood stated they had found meter cans with the locks cut off. He stated it was found at a specific builder's job sites. Commissioner Anderson stated we should file a complaint with the city attorney for tampering with our locked water meter cans and for theft of the water. There was quite a bit of discussion about charging a fee for tampering with locked meter cans as well as charging for the water that was taken. Superintendent Klinger stated the police require a certain dollar threshold when reporting theft. He said it is difficult to prove the amount of water that was stolen without a meter. After much discussion, the commission stated the Office Manager, Superintendent and Utility Director needs to revisit how we deal with tampering of meter cans and develop a policy for the commission to review for approval.



Centerton Utilities

(Water/Wastewater Departments) (Franchised Utility Permitting)

Customer Service: Mary Perkins - Customer Service Policy was approved in the last meeting by Commissioner Anderson.

(6) New/Other Business:

- a. **Don Casteel Reappointed to Commission:** Don Casteel was reappointed to the Centerton Utilities Commission with a term ending on June 30th, 2032, by the City Council on May 14, 2024.
- b. **Old Crane Truck** – Utility Director Attwood proposed donating the old crane truck to Highfill. A list of known maintenance problems is included in the packet.

Commissioner Anderson made a motion to take action to donate the old crane truck to Highfill. Commissioner Hagan seconded the motion. All were in favor and the motion passed.

- c. **Act 605 Repair Account Invoices:** John Daniels requested funds from the Act 605 Sewer Repair Account for the following invoices: Clifford Power, Invoice # SVC-0161388 for \$1175.52. and Invoice #SVC-0161832 for \$1197.35.

Commissioner Anderson made a motion to authorize the above invoices totaling \$2372.87 to be paid out of the Act 605 sewer repair account. Commissioner Casteel seconded the motion. All were in favor and the motion passed.

- d. **Reschedule June Commission Meeting:** Commissioner Anderson noted we need to reschedule the June meeting due to training class in our office. He recommended Monday June 17th at 10:00 AM.

(7) Resolutions – None

(8) Public Comment – None

(9) Announcements – None

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