



Meeting Minutes December 17th 2024

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

(1) Roll Call – Commissioners present: Robert Anderson, Bob Casteel, Melvin Coffelt, Josh Hagan, Michelle Haverkamp. Centerton Utilities present: Malcolm Attwood, Chad Klinger, John Daniels. Thresia Limeberg. Professional Services: Morgan Doughty, Atty., Tim Mayes and Jeff Dehnhardt of ESI. City of Centerton present: Mayor Bill Edwards, Kayla Knight and Lorene Burns.

(2) Pledge of Allegiance

(3) Approval of Consent Agenda – Commissioner Coffelt introduced the minutes of Centerton Utilities from November 19, 2024, and asked if anyone had questions or concerns. Commissioner Anderson made a motion to add the following line to the top line of item 5c of the minutes “The chairman called vote without further discussion”. Commissioner Hagan seconded the motion. No members were opposed, and the motion was carried. Commissioner Anderson made a motion to add an addition item 5F “Executive Session to review commissioner applications”. Commissioner Casteel seconded the motion. No members were opposed, and the motion was carried. Commissioner Anderson made a motion to approve the consent agenda with the changes noted above. Commissioner Haverkamp seconded the motion. No members were opposed, and the motion was carried.

(4) Old Business

- a. **Attorney report – Harrington Miller Law Firm presented by Morgan Doughty** – Nothing new to report, has resolutions prepared for later in the agenda.
- b. **Project Updates – Engineering Services Inc., presented by Jeff Denhardt -**

Hwy 102 water tower -

Line work - Transmission line was filled; they discovered leak in the line, and they are working to find the leak to repair. Meter Vault is functional and in operation. Timco has made good progress on the PRV vaults, 3 of the 6 are complete.

Tank – Chicago Bridge and Iron has begun assembling the bowl as well as the yard piping that is local to the tank. Expect the tank work to continue for the next couple of months. Project completion is scheduled for December 2025.

Hwy 102 widening/relocation of utilities – ESI is in close coordination with ARDOT, they have submitted paperwork to provide authorization to move forward on the project. They have submitted plans and they have been reviewed, had a meeting with them last week. ARDOT indicated they were pleased at how far along those plans have come, it has been beneficial for what they need to do. We are waiting for approval of the alignments from the Health Department. Once approved, we will move into the easement acquisition which will take some time. We are on track with the November 2026 bid letting for the Highway Department, we expect to have the utilities moved by that time.

McKissic Swale Sewer Main Repair – Opened bids last Thurs. – we received 3 bids.

First Star Construction LLC – the lowest bidder’s bid came in at \$98,975 – we have checked out their references and we have submitted to Malcolm the certified bid tabulation and letter of recommendation that we award the contract to First Star. Has brought the notice of award today for the Commission’s execution. This bid came in slightly lower than we expected but seems like a reasonable bid price.



Robert Anderson moved that we award the McKissic Swale Interceptor repair to First Star Const. LLC, Josh Hagan 2nd. All in favor.

c. Director's Report – presented by Malcolm Attwood -

- 1. Project Planning Worksheet (attached):** Utility Director Malcolm Attwood reported that the Project Planning Department's worksheet is included in the Commission's report.
- 2. Customer Service & Field Ops Reports:**

Malcolm Attwood explained that Mary Perkins is not present today, the Customer Service department report is included in their packets, there is nothing out of the ordinary in the report.

Red Klinger stated before he presented the Field Op report he was asked at the last meeting to provide the Commission with a year in review report. He presented a spreadsheet that detailed various tasks for all his crews for the year. Red stated there was nothing out of the ordinary, he expects the number of leaks repaired on the next report to slow a bit. There is work being done now to restore/clean-up work for repairs that have been done. As for the monthly report, there is nothing out of the ordinary. RA asked if the F350 was back in service and Red reported it has just been back in service yesterday. JH asked for an update on the Service Line Leak repairs, we have 3 two-man teams working to on leak repairs. RA asked about the electrical repairs, Red reported the last repair was the transfer switch (if power goes out it will automatically switch to the generator) so that it can be operated by hand if necessary. He is in contact with the electrician, he is waiting for the part to have it repaired so it is not necessary to switch it over by hand.

Malcolm asked the Commission for their direction regarding the fees/rate increases that were presented in the City Council's Dec. 10th's meeting. The ordinance allows the Commission to set the fees and water rate increases but the Council asked the increases to be tabled until the next meeting. He asked the Commission if they wanted to go ahead with the increases as of January 1st. RA responded that the ordinance does allow for the water rates but not the sewer rate increases but it would be best to postpone any changes and it would be presented again at their next meeting. Mayor Edwards stated he asked the Council to submit their questions and send them to him and he would compile them all and send them to us in preparation for the January City Council meeting. Mayor Bill Edwards then presented Senator Jim Dotson and State Representative Nick Burkes and suggested that we discuss our capacity issues with them to see if we can come up with some solutions with their assistance.

New Business:

- a. Sanitary Sewer Manhole Repairs** – with the pipe bursting we did for the downtown sewer improvements; we have found the larger pipes are causing some of the flow to slow down which creates some ponding and can be corrected with some trough rework. Submitted repair quotes to be reviewed/approved. Within the scope of work for those quotes we will also repair some root damage to two of the manholes in that vicinity.

Robert Anderson made a motion to authorize the Director of Utilities to proceed with the repairs based on the invoices received and the equipment rental to proceed forward with repair.

Josh Hagan 2nd, all in favor.

- b. Service Line Replacement Contract** – Malcolm presented a contract for an outside company to do the service line replacement repair work. Robert Anderson explained the contract is similar to a contract offered by the city of Bentonville. It is titled Indefinite Delivery – Indefinite Quantity Water

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



and Sewer Maintenance Work – Invitation for Bid. It is for work that will be done that will be supplemental to the ongoing work done by our Service Line Replacement work crew which will allow us to increase the amount of work done to replace the service lines which in turn improves our water loss ratio. Under this contract, we will advertise for bids, have pre-bid conference(s) if required and once bids are submitted they will be evaluated and then come back to the Commission for the approval and awarding of the bid.

C. Year to Date Leak Report: covered under Field Superintendent's report

D. ADH Meeting – Malcolm stated that a meeting has been scheduled with the Health Department for Monday, Jan 6th. Rogers, Bentonville and Springdale have been asked to attend. Hoping this meeting will help give us a clearer picture of the future of our system capacity and Decatur's capacity and will help provide some direction as to what steps we can take to resolve the sewer capacity issue. Josh Hagan asked if there has been any headway being made in getting a response from the Health Dept. Malcolm replied that no formal or informal response/notification has been given to us regarding capacity issues. Josh asked if this is affecting our response to contractors, Malcolm stated that he does respond and tries to be transparent by letting them know we have no definite date as to when we will have the capacity issued resolved. Chris Woodward a developer with Flyway Ventures stated he has been working with City Planning for two years on a project that is in the works and the Health Department has told him there is no more work that is going to be done unless there is proof there is capacity. He has a letter from the City of Centerton from August, 2024 that states they will be approved once the Health Department gives them the approval. They claim there is data that shows there is capacity, but we haven't provided it to them. Malcolm explained that we do have the data but haven't submitted it because when the City of Bentonville provided their data to the Health Department they let them know they are still going to use the 100-gallon ratio to the data to determine the capacity of the flow. He asked if the Council is still approving projects that won't be able to be completed. Robert Anderson replied that the Health Department was provided Bentonville's data that proves their standard is significantly inaccurate by 50% at least. We are hoping that the meeting on January 6th will help with changing the Health Department's standard. He also explained there are multiple scenarios for alternative flow routes and capacity issues, and we are currently working on what can be done. Josh Hagan asked James Boston for an update on the expansion at the Decatur Treatment plant. James stated they have ordered and signed the biological capacity study of the treatment plant, that should be done in the next couple of months. Once we have that data, then we can increase the capacity to the 80% threshold that the Health Department is requiring. There are 16 million dollars worth of upgrades on the books right now, work is scheduled to start in January for the next expansion with a 10 month build time. He explained he is waiting for the construction permit to be approved by ADEQ.

Lorene Burns with Centerton Planning reported they have 4 subdivisions right now that signed agreements/waivers to begin work without Health Department's approval. Typically, the Planning Department doesn't allow contractors to begin work without the approval, but developers wanted to start the project anyway and accepted the risk. She asked if there is something we can send them that explains what the capacity issue is and what we are doing about the situation, at this time Planning doesn't have any information to give them. Melvin Coffelt responded that the Commission hasn't been given any formal notice from the Health Department that they would not approve any projects. Chris Woodward stated that developers are being told by the Health Department their project will not receive approval at this time until the capacity issue is resolved. Josh Hagan asked about the 2.5 million gallons on sewer that we treat for Highfill, is there something that can be done about them divert what they are sending to Decatur. Tim Mayes



with ESI explained Highfill can't at this time, it is expected their system upgrades will be complete and then they will be able to divert by April 2025. Malcolm stated that even then the Health Department may or may not accept the numbers we show as a change in our capacity that would allow us to agree to approve a subdivision. It also would depend on the project and where the flow would come from our system. Robert Anderson explained we are looking at other diversions and scenarios to find ways to resolve the capacity issue.

E. ACT 605 - Repair Account Invoices – John Daniels presented two invoices to be approved to be paid. Robert Anderson moved that the two invoices be paid from the ACT 605 Sewer account. Don Casteel 2nd, all in favor.

(6) Resolutions:

Robert Anderson made a motion to read Resolution 2024-11 Authorizing the Destruction of Records Pursuant to State Law. Morgan Doughty read the resolution. Robert Anderson made a motion to accept the resolution, Don Casteel 2nd, all in favor.

(F) Executive Session:

Robert Anderson made a motion to the Commission move into an executive session for consideration of applications for Commissioner to make a recommendation to Mayor Edwards. Don Casteel 2nd all in favor.

Robert Anderson made a motion to return from executive session, Don Casteel 2nd, all in favor.

Robert Anderson stated the Commission recessed to an executive session to consider a recommendation to the Mayor. We had three candidates that applied for the position on the Commission. He announced they are recommending T. J. Wells as the candidate to fill the open Commission position starting January 1st, 2025. The recommendation will be sent to Mayor Edwards and the City Council for their consideration and appointed to the Commission.

Robert Anderson made a motion that T.J. Wells be recommended to the Mayor, Don Casteel 2nd. All in favor.

TJ Wells stated thank you and he looks forward to the final vote and serving on the Commission. Robert Anderson said he would forward his information to the Mayor. Melvin Coffelt said that all three applicants were very qualified, and we appreciate their interest.

Robert Anderson stated that Josh Hagan has been elected to serve on the City Council and on the first of January he will be sworn in as a new council member. Robert state that the Commission appreciates your service this past year and we will make sure to give you a token of appreciation to present at the next council meeting. Josh thanked the Commission and said he was glad to serve and has learned a lot and that the decisions made here has a huge impact on the City.

(7) Public Comment - Melvin Coffelt asked if there were any public comments. None.

(8) Announcements - None

(9) Adjournment – Commissioner Coffelt asked the attendees if there were any questions, with no further business, Commissioner Anderson made a motion adjourn, Commissioner Casteel 2nd the motion, all in favor and the meeting was adjourned.