

Water & Sewer Commission Meeting 12-06-05

Meeting called to order by Mick Wagner.

Roll Call:

Bill Brandt- here
Gene Baker- here
Casey Dunigan- absent
Larry Goddard- here
Mick Wagner- here

Note: Also in attendance City Attorney Steve Gunderson.

Approval of Minutes for 11-01-05 Meeting:

Motion to accept made by: Bill Brandt
Seconded by: Larry Goddard

Vote: Brandt – yea Baker – yea Goddard – yea
Unanimous acceptance

OLD BUSINESS:

Update from lawyer on action taken to procure documents from ESI:

Two weeks ago suit was filed with ESI. In turn, ESI filed a counterclaim. The deposition is to take place sometime in January if not sooner. The discovery is in 30 days. ESI's lawyer has asked for certain documents in F.O.I. (freedom of information) and virtue of discovery. We will submit tomorrow our own discovery request that will include not only documents concerning the project in the lawsuit but also on the north end and any and all work that ESI has done for the City of Tontitown. We are going to ask for and hopefully procure maps, drawings and engineer field reports, etc. on all projects that ESI did.

Progress report on 412/112 Water Line Phase 1:

S & J has moved equipment onto the site. Their first order of business is to do the bore across Pianalto Road just on the south side of Hwy 412. USI hasn't heard from the

Arkansas Highway & Transportation Department concerning the highway permit. Bob Clark the inspector for ESI was to be calling them this morning but has not got back with any information. If they can't start on the bore, they are going to start on the west side and start laying to the south. When they get to Wildcat Creek, they will bore under and go back to the east side of Pianalto. Estimated completion date is no more than 60 days for at least down to Wildcat Creek. They have two landowners that haven't given easements. It was elected to use the highway right-of-way on those for 800 ft in one area and 200 ft in another.

**Update on rate structure study for water department (Goddard),
discuss USI bid and Community Resources:**

The possibility of a rate increase has been discussed several times in past meetings. The concern that the Water & Sewer Department has in looking at the history, is that it appears the City Council, who had control of the water facilities prior to the formation of the Commission in July of this year, had not maintained increases in proportion to the increase of cost as their rates increased. As a result, our margin had slipped by 50% over a 10 year period. It had been discussed in prior meetings about the possibility of an independent review of what our overall operating structure and cost are and see just how much our rates need to come up. We have an unofficial notice from Springdale Water Utilities stating that there will be a 4.5 to 5.0% increase in water costs this year. Constance Gwinn with Community Resource Group had come up November-December of 2004 and had approached the Mayor at that time and the Water Superintendent and never received back all the necessary data that was needed to complete her report. She had written a letter that noted several deficiencies. We have answered quite a few of those all ready and will answer more by weeks end. CRG provides their service at no charge. At the last meeting Mr. Charles Nickle with USI was asked by the Commission to prepare an estimate. They have done this for Berryville, Bentonville and Cabot. Mr. Nickle has presented today a proposal for the Commission to consider. The time frame for their work shouldn't take 30 days. The real time will take in meeting with the Commission and if we want to meet with the City Council and go over the different scenarios of rate increases. Larry Goddard recommended that we engage USI to do their analysis and have CRG do theirs. Then put them two together and figure out a reasonable rate increase so that it can be implemented in 2006. Then have both of them get back with the Commission at the next meeting. We will want to meet with the City Council on this matter.

Motion to accept proposals from USI & CRG made by: Bill Brandt
Seconded by: Gene Baker

Vote: Brandt – yea Baker – yea Goddard – yea
Unanimous Accept

Motion to ratify Chairman signature on USI proposal made by: Gene Baker
Seconded by: Bill Brandt

**Vote: Brandt – yea Baker – yea Goddard – yea
Unanimous Accept**

Update on ACH banking for Water Bills:

We now have ACH Banking capabilities so water customers will be able to auto-draft their water bills. Over the past few days, several of the forms that were mailed out have been returned to the Water office. The first run of bank drafted water bills will be next months billing (due date 01-10-06).

Update on gravity sewer surveying & engineering (USI):

The attorney has approved the purchase agreement. Mr. Goddard will get with Mrs. Zulpo to set a closing date. He will try to get it done this month, but it will be at Mrs. Zulpo's preference. That is the #1 site that the engineers identified as being the best location for our 1st Phase of sewer because it is the lowest point and a lot of points of gravity flow to it. The engineers have already topographed the site for the lift station as well as prepared the plat for acquisition. Control points have also been set through all three primary basins that we seek to provide gravity sewer for. They are finishing up sending out notices that they are going to be surveying and to let the property owners now what they are doing. They have completed the survey of the force main route. They City of Springdale have been contacted to discuss connection to the Benton farm lift station.

NEW BUSINESS:

Open bids for service vehicle:

The Tontitown Water Department received two bids for the department vehicle bid that was placed in the papers. One bid was received from Landers and the other was from Steve Smith Country. Steve Smith Country provided the lowest bid.

Motion to accept the lowest bid from Steve Smith Country by: Bill Brandt
Seconded by: Gene Baker

**Vote: Baker – yea Brandt – yea Goddard – yea
Unanimous acceptance**

Motion made to have Mr. Wagner enter into contract on behalf of the Water & Sewer Commission for the purchase of said vehicle by: Bill Brandt
Seconded: Larry Goddard

Vote: Baker – yea Brandt – yea Goddard – yea
Unanimous acceptance

Presentation on GIS equipment:

Presentations made by Mr. Manuel Barnes with EGIS, Mr. Wheelless an individual who has done work for various cities in the area, G Squared, LLC Photogrammetrists and Geomatic Consultants, Inc. Land Surveying.

Review & approve Budget 2006:

Motion to adopt the 2006 Budget by: Bill Brandt
Seconded by: Larry Goddard

Vote: Brandt – yea Baker – yea Goddard – yea
Unanimous acceptance

Review remote sewer system policy:

Motion to accept 12-05-05 Remote Sewer Policy as presented in meeting by: Bill Brandt
Seconded by: Larry Goddard

Vote: Brandt – yea Baker – yea Goddard – yea
Unanimous acceptance

COMMENTS FROM COMMISSIONERS:

Motion for Larry Goddard to enter into negotiations for the property for the lift station 1
by: Bill Brandt
Seconded by: Gene Baker

Vote: Brandt – yea Baker – yea Goddard – yea
Unanimous acceptance

ADJOURN:

Motion to adjourn by: Larry Goddard
Seconded by: Bill Brandt