

TONTITOWN WATER & SEWER COMMISSION

MEETING MINUTES 10-22-2008

1. ROLL CALL – At 3PM All Commissioners present, except Gene Baker. Also present: Mick Wagner, Rebecca Bennett, Mark Dossett, W&S Attorney, Wade Phillips, USI Engineering, Chuck Nickle, USI Engineering, Mr. Scott, Paramount Metals

2. APPROVAL OF AGENDA – A motion made by Goddard to approve agenda as written and 2nd by Gunderson, motion passed unanimously.

3. APPROVAL OF MINUTES FOR 09/24/08 meeting – Due to the IPOD not recording the end of the meeting, there were blanks left in the minutes for who adjourned and who 2nd. Gunderson stated that Baker motioned for adjournment at the 9/24 meeting and Zulpo 2nd it. A motion made by Zulpo to approve minutes as amended and 2nd by Goddard, motion passed unanimously.

4. REVIEW FINANCIALS – Wagner stated that the overall income is 7% above budget. Expenses are about 7% under budget. The gross profit is about 23% above mostly due to sewer fees. Expenses are within about 2% of what was projected. The budget will be ready to review before the next meeting. A water operator and backhoe will be budgeted for next year. New computer equipment may need to be purchased before the end of the year. There is a reoccurring charge for a meter which will be billed to AEP.

5. OLD BUSINESS:

- A. **Update on Water tank project** – Chuck Nickle stated that the three vaults for the SCADA system have been built. As soon as electrical service has been installed, the vaults can be shipped and installed. Nickle stated that they are continuing to work on the tank design, though there isn't a definite site yet.
- B. **Update on sewer line construction** – Chuck Nickle stated that on October 23, 2008 the last test on Line R will be done. Expected completion is set for October 24, 2008, which is thirty days earlier than projected. The antenna has been installed at Benton Farm. Springdale Water Utilities has given their permission for us to use their power. Wade Phillips stated that the tower is up and Chris Enloe will notify them when a signal is available.

6. NEW BUSINESS

- A. **Consideration of Paramount Metal sewer connection** – Mr. Scott stated that they received notice they were required to connect to the sewer. They paid for the connection for one of their meters, but not the other. Wagner stated that the access fee is governed by the number of meters involved. Paramount Metals can either connect water service for both buildings to a single water meter or

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pay the fees for their second meter. Until either is done, their second meter will remain disconnected. Mr. Scott stated he did not receive the ordinance. Wagner stated that there were numerous letters sent to Paramount Metals, including one from the W&S Attorney, explaining why and when the services needed to be connected to sewer.

7. COMMENTS FROM COMMISSIONERS – Gunderson stated that there was an e-mail sent regarding deducting \$983 from Goodwin and Goodwin's payment. Wagner requested that the commission approve this withholding. The contractor left a line unplugged in July. Rain water and dirt went through the line, and was Tontitown was billed for this by Springdale. A motion made by Gunderson to authorize \$983 be withheld from Goodwin and Goodwin's next payment and 2nd by Goddard, motion passed unanimously. Chuck Nickle stated that the wet well can be pumped out to see if it needs cleaned. Mark Dossett stated that it would be hard to prove that any dirt in the wet well is there because of Goodwin and Goodwin, as it could have come from a different source. Wagner stated that there is an identity theft program called the Fair and Accurate Credit Transaction Act that will go into affect November 1, 2008. Mark Dossett stated that he created an ordinance for city council to review at their next meeting. Wagner inquired whether the ordinance would also cover the payments received by the city. Dossett stated that he would look into it and change the ordinance if necessary. An annual report will need to be given to the governing body annually. Wagner stated that about \$1,500 in solid waste past dues were turned over to Washington County and only about \$500 were collected. In Waste Management's contract with Springdale, Springdale is able to turn over their past dues to Waste Management to collect. It would be an advantage to amend Tontitown's contract to include this. The other options would be to continue to give these to Washington County to collect or take the individual customers to civil district court. Wagner stated that there are five or six Tontitown customers in Washington Water Authority's area. It has to be decided whether or not they will continue to be serviced or if WWA will take over these areas. Mark Dossett stated that he talked with WWA and they did not know what was agreed on in the past that allowed Tontitown to service these customers. No records have been found regarding this area. Wagner stated that this matter needs to be resolved before Tontitown's contract with Springdale's is renewed.

8. ADJOURN – A motion made by Gunderson to adjourn and second by Zulpo, motion passed unanimously.