

NORTH LITTLE ROCK
WASTE WATER TREATMENT COMMITTEE

MINUTES OF A MEETING HELD TUESDAY, MARCH 8, 2011

A meeting of the North Little Rock Waste Water Treatment Committee was held on Tuesday, March 8, 2011 at the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by Chairman Matthews at approximately 12: 19 p.m. Those in attendance at the meeting were: Mr. K.W. Matthews, Ms. Patti Julian, Mr. Ed Nelson, Mr. Clark McGlothlin and Mr. Sylvester Smith. Also in attendance were Mr. Gary Mills, Director, Mr. Marc Wilkins, Assistant Director, Ms. Gina Briley, Mr. Bill Staggs, Mr. Byron Hicks with McClelland Consulting Engineers, Inc., Mr. Vince Hotho with Garver Engineers, LLC, representatives of the McAlmont Sewer Improvement District, Mr. George Ivory, attorney for the McAlmont Sewer Improvement District, Mr. Mark Halter with Hilburn, Calhoun, Harper, Pruniski & Calhoun, Ltd., and Dawn Harmon.

First, the Committee reviewed the minutes of its February 8, 2011 meeting. A motion was made by Mr. McGlothlin, seconded by Ms. Julian, to approve the minutes of its February 8, 2011 meeting as submitted. The motion carried unanimously.

The Committee then reviewed the voucher disbursements for February 2011. Mr. Nelson asked a question with regard to asphalt purchases during the month of January; specifically check numbers 25506 and 25556. After an explanation of the purchases, a motion was made by Mr. Nelson, seconded by Ms. Julian, to approve the voucher disbursements for February 2011 reflecting total cash disbursements of \$1,093,618.68 and transfers between accounts of \$754,284.82. The motion carried unanimously.

Representatives of the McAlmont Sewer Improvement District were present at the meeting to present to the Committee their Agreement, Assignment of Easement and Bill of Sale and Assignment of Transfer of all title and control of the McAlmont Sewer Improvement District. Mr. Halter reminded the Committee that they voted to accept the SID at their meeting held on May 12, 2009, once their indebtedness was paid in full and work with the SID with the dissolution process. Therefore, a motion was made by Mr. Smith, seconded by Mr. McGlothlin, to accept the Agreement, Assignment of Easements and Bill of Sale and Assignment for the Transfer of the McAlmont Sewer Improvement District facilities. The motion carried unanimously.

Upon motion made by Ms. Julian, seconded by Mr. Nelson, the Committee unanimously approved the Financial Statement for February 2010. Mr. Mills then explained that at the April 2010 meeting, the Committee authorized the law firm of Hilburn, Calhoun, Harper, Pruniski & Calhoun, Ltd. to draft modifications to the Utility's standard contract for the operation and maintenance of the facilities to be constructed by the Eureka Gardens Public Facilities Board of Pulaski County and that modified contract is hereby submitted for the Committee's review and approval. The facilities generally consist of approximately 25,000 L.F. of 8" through 12" gravity sewer, two pump stations and approximately 6,500 L.F. of 3" and 6" force main. After discussion of same and a review of the contract, a motion was made by Mr. McGlothlin, seconded by Ms. Julian, to authorize execution of a

contract for sewage treatment and sewer system operation and maintenance with the Eureka Gardens Public Facilities Board of Pulaski County, Arkansas. The motion carried unanimously.

Mr. Staggs then addressed the Committee with regard to the purchase of two TV vans and CCTV equipment. He advised the Committee that the Engineering department currently has two panel trucks equipped with closed circuit TV (CCTV) cameras and transporters used in evaluating the condition of the gravity sewers. The vehicles are:

1. 1996 Ford with 84,260 miles - This vehicle has CCTV equipment transferred from a previous wastewater vehicle. The generator has more than 6,340 hours of service logged.
2. 2000 Chevrolet with 73,023 miles - This vehicle was equipped with new equipment at the time of purchase. The generator on this vehicle is the second generator and has 2,881 hours logged.

The vehicle engines operate continuously to heat or cool the operator cabin.

Both CCTV cameras are obsolete and the Utility has been informed that they can no longer be repaired. Additionally, the recording system uses VHS tape and paper documents which are difficult to archive and retrieve for reference.

The CAO has schedule requirements for conducting sewer system evaluation surveys. The new digital equipment will allow the Utility to be more efficient in conducting the inspections and in documenting the inspections in reports to ADEQ.

The Utility staff requests the purchase of two new vehicles fully equipped with modern state-of-the-art CCTV equipment for evaluation of sewer pipes in its system. A third complete camera and transporter system will be used for troubleshooting cave-ins and sewer service problems to reduce turnaround time for problems in mains discovered by cleaning and maintenance crews. This third camera will be compatible with and interchangeable with the truck mounted cameras. The estimated cost for this equipment is \$400,000.00 and is included in the 2011 Engineering budget. After further review of the specifications and discussion, a motion was made by Ms. Julian, seconded by Mr. Smith, to authorize the staff to advertise and purchase two TV vans and three CCTV cameras and related appurtenances not to exceed the budgeted amount of \$400,000.00. The motion carried unanimously.

Mr. Wilkins then advised that the staff has been researching the possibility of purchasing equipment through the Houston-Galveston Area Council (HGAC) Cooperative Purchasing Program. HGAC is a regional planning commission and political subdivision of the State of Texas which is authorized to conduct a cooperative purchasing program with eligible entities including entities in other states which have established legislation authorizing external public procurement without bidding.

The Utility has received information that Ark. Code Ann. § 19-11-206 authorizes external public procurement without bidding and that numerous cities and public agencies, including the North Little Rock School District, have used the HGAC program.

There are no fees required to join HGAC. The HGAC program charges a fee of 1 %% of the equipment cost with the exception that the fee for equipment which includes a truck chassis is set at \$1,000.00. After further discussion, a motion was made by Mr. Smith, seconded by Mr. Nelson, to authorize the staff to enter into an interlocal contract for cooperative purchasing with HGAC. The motion carried unanimously.

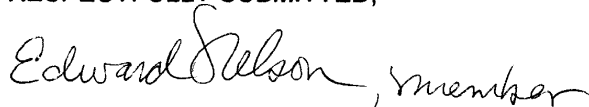
There being no further action to come before the Committee, a motion was made by Mr. Smith to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at approximately 12:55 p.m.

APPROVED AS TO FORM:



K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,



~~PATTI JULIAN~~, SECRETARY