

NORTH LITTLE ROCK
WASTE WATER TREATMENT COMMITTEE

MINUTES OF A MEETING HELD TUESDAY, JULY 12, 2011

A meeting of the North Little Rock Waste Water Treatment Committee was held on Tuesday, July 12, 2011 at the administrative offices located at the Faulkner Lake Treatment Plant.

Prior to the meeting, Mr. Sean Sangilli with EM-J Corporation was present to demonstrate the new mobile CCTV equipment which was authorized for purchase at the March 8, 2011 meeting. Mr. Sangilli notified the Committee that the additional two units are in and are in the process of being installed in the new vehicles also authorized for purchase at the March 2011 meeting. Mr. Sangilli anticipates that the installation will be complete and the vehicles delivered to the Utility by August 15, 2011.

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 McGlothin and Mr. Sylvester Smith. Also in attendance were Mr. Gary Mills, Director, Mr. Marc Wilkins, Assistant Director, Mr. Ric Roll, Mr. Bill Staggs, Ms. Gina Briley, Mr. Vince Hotho with Garver Engineers, LLC, Mr. Sam Hilburn and Mr. Mark Halter with Hilburn, Calhoun, Harper, Pruniski & Calhoun, Ltd., and Dawn Harmon.

The Committee reviewed the minutes of its June 14, 2011 meeting. A motion was made by Mr. McGlothin, seconded by Mr. Smith, to approve the minutes of its June 14,2011 meeting as submitted. The motion carried unanimously.

Next, the Committee reviewed the voucher disbursements for June 2011. After a brief discussion with regard to check numbers 26354 and 26382, a motion was made by Mr. Nelson, seconded by Mr. Smith to approve the voucher disbursements for June 2011 reflecting total cash disbursements of \$1,301,310.01 and transfers between accounts of \$1 ,055,370.25. The motion carried unanimously.

Upon motion made by Ms. Julian, seconded by Mr. Smith, the Committee unanimously approved the Financial Statement for June 2010. Mr. Mills then informed the Committee that the first \$200,000.00 installment relating to the Caterpillar payment was made to the City of North Little Rock on July 1, 2011.

Mr. Wilkins then informed the Committee that the Utility had received the bids for the removal of the biosolids from the west lagoon (8 acre lagoon) at the White Oak Bayou Sewer Treatment Plant. The low bid was received from DRT Biosolids, Inc. of Bloomer, Wisconsin in the amount of \$112,000.00 for alternative site 1 (Hilburn site) and \$132,000.00 for alternative site 2 (Dougan site). A copy of the certified bid tabulation and the engineer's recommendation are attached to the agenda for Committee review.

The Utility has been in communication with Mr. Hilburn, the property owner of site 1, and he is acceptable to the use of his site for a fee of \$20,000.00 which makes the bids for both sites equivalent in cost. Considering the proximity of site 1 to the White Oak Bayou Sewer Treatment plant and a reduced contract time of thirty (30) days for site 1 and sixty (60) days for site 2, the staff recommends awarding the contract based on the bid for site 1. After discussion, a motion was made by Mr. Smith, seconded by Ms. Julian, to authorize the staff to award a contract to DRT Biosolids, Inc. of Bloomer, Wisconsin for the total bid alternative for site 1 in the amount of \$112,000.00 and the payment to Mr. Sam Hilburn of a fee of \$20,000.00 for use of the site. The motion carried unanimously.

Chairman Matthews then requested that the Committee go into Executive Session for the purpose of interviewing for the Manager's position.

At the conclusion of Executive Session, the meeting was reconvened. Chairman Matthews announced that the Committee has selected Mr. Marc Wilkins as the new Interim Director (for a 1 year probationary period) to begin on October 1, 2011, subject to Mr. Wilkins agreeing to certain terms related thereto as will be outlined in a letter to Mr. Wilkins from the Committee.

There being no further action to come before the Committee, a motion was made by Ms. Julian to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at approximately 3:00 p.m.

APPROVED AS TO FORM:



~~K. W. MATTHEWS, CHAIRMAN~~

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Edward Nelson, Commissioner

RESPECTFULLY SUBMITTED,



PATTI JULIAN, SECRETARY