

NORTH LITTLE ROCK WASTEWATER TREATMENT COMMITTEE

SPECIAL CALL MEETING

MINUTES OF A MEETING HELD TUESDAY, NOVEMBER 6, 2018

A special call meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, November 6, 2018 at the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by Chairman Matthews at approximately 12:20 p.m. Those in attendance at the meeting were Mr. K.W. Matthews, Mr. Ed Nelson and Ms. Karen Bryant. Also in attendance were Mr. Marc Wilkins, Director, Ms. Gina Briley, Mr. Charles Frost, Mr. Ronnie Thompson, Mr. Michael Clayton, Mr. Lyle Leubner, Mr. Sam Hilburn and Mr. Mark Halter with Hilburn, Calhoun, Harper, Pruniski & Calhoun, Ltd. and Dawn Harmon.

First, the Committee reviewed the minutes of its October 9, 2018 regular meeting. There being no questions or comments, a motion was made by Ms. Bryant, seconded by Mr. Nelson, to approve the minutes of the October 9, 2018 meeting. The motion carried unanimously.

Mr. Wilkins then updated the Committee on the fire damage at the Faulkner Lake Water Reclamation facility. He stated that on the evening of Monday, October 29, 2018 at approximately 10:40 p.m., the late shift operator on-duty at the facility reported a fire in the Vac-con bays of the Collection Systems Department. The North Little Rock Fire Department responded quickly to extinguish the fire. The cause of the fire has not been determined at this time but is expected to be technical in nature. There were no injuries. Mr. Wilkins went on to add that there appears to be structural damage to four (4) Van-con bays and two (2) closed-circuit television van bays. There is significant fire, water and smoke damage to the inventory bay, and there is also smoke damage to the Collection Systems Department offices. Three (3) Vac-cons are total losses. Two (2) Vac-cons were undamaged as they were not located in the bays and are currently in service. Both CCTV vans are total losses. There is also minor damage to two (2) pickup trucks, and an unknown loss of inventory. The extent of all damage is still being evaluated. The Collection Systems Department office staff has been temporarily relocated to other buildings while the smoke damage is being cleared. All normal operations are continuing, and customers should not experience any issues

regarding service. None of the water reclamation processes were affected and provisions have been made to restrict runoff from the fire damaged buildings. Additionally, after speaking with the Utility's insurance carrier, Mr. Wilkins hired the services of Metro Disaster Specialists to assist with the clean up. After further discussion, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to declare the recent fire event an emergency and ratify any action Director Wilkins has taken with regard to the fire. The motion carried unanimously.

The Committee then discussed the replacement of the Vac-con and CCTV units. Three (3) Vac-con trucks (Units #122, #104 and #133) and two (2) closed-circuit television trucks (Units #188 and #121) were destroyed by a fire on October 29, 2018. All units are a total loss. The Vac-cons and CCTV vans are major components of the Utility's proactive collection system maintenance program, are essential to the Utility's compliance with the Consent Administrative Order and are needed for immediate replacement. The following is a list of the Vac-con and CCTV units which were destroyed in the fire:

NORTH LITTLE ROCK WASTEWATER								
LIST OF VEHICLES LOST IN THE FIRE								
				AS OF 10/31/18	AS OF 10/31/18	AS OF 9/30/18		
		PURCHASE	PURCHASE	ACCUMULATED	BOOK	MAINTENANCE		
UNIT #	DESCRIPTION	DATE	AMOUNT	DEPRECIATION	VALUE	REPAIR/COST	MILEAGE	
104	Vac-con	5/7/2011	\$324,952.00	\$324,985.00	\$	\$ 43,480.70	60,894	AS OF 10/24/18
118	TV Van	6/30/2014	\$185,100.00	\$160,420.00	\$ 24,680.00	\$ 7,077.93	48,398	AS OF 10/29/18
121	TV Van	3/1/2015	\$197,394.00	\$144,755.60	\$ 52,638.40	\$ 2,598.62	35,797	AS OF 10/15/18
122	Vac-con	5/12/2015	\$250,000.00	\$239,166.66	\$ 110,833.34	\$ 7,620.94	42,775	AS OF 10/29/18
133	Vac-con	10/24/2017	\$372,500.00	\$ 74,500.00	\$ 298,000.00	\$ 268.49	9,028	AS OF 10/29/18

The Utility has received quotes from the Houston-Galveston Area Cooperative for three (3) Vac-cons @ \$405,619.00 each, and one (1) CCTV gasoline powered van @ \$204,100.00 and one (1) CCTV diesel powered van @ \$212,502.00. Delivery dates will vary between three (3) to twelve (12) weeks after receipt of a purchase order. These units were not scheduled for replacement and are not included in the 2018 Budget. Mr. Wilkins stated that the Utility would receive some reimbursement of funds from the insurance carrier, but at this time they did not know how much would be received and when the funds would be received. After further discussion, a motion was made by Ms. Bryant, seconded by Mr. Nelson, to authorize the staff to purchase three (3) Vac-cons and two (2) CCTV vans through HGAC at a total cost of \$1,633,459.00. The motion carried unanimously.

Next, Mr. Wilkins advised the Committee that on Tuesday, October 30, 2018, after receiving verbal approval from Gallagher-Bassett Services, Inc. (Administrator for APERMA), Metro Disaster Specialists were engaged for fire related repairs to the Collections Systems office building. Damages were extensive and will require:

- removal, cleaning and replacement of building contents
- removal and replacement of the ceiling tiles, grid and insulation
- clean and deodorize all building surfaces from the floor to the roof decking
- seal and paint all walls
- replace duct work
- clean HVAC units

The insurance company has cleared the Utility to begin cleanup in the inventory bays and the CCTV bays at this time, and the staff would like to extend the scope of services with Metro Disaster Specialists to include the cleanup of the contents of the inventory, Van-con and CCTV bays including removal of the insulation. Therefore, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to authorize the staff to use the services of Metro Disaster Specialists for fire related repairs to the Collection Systems office building, clean-up of the contents of the inventory, Vac-con and CCTV bays, including removal of the insulation and overhead doors.

The motion carried unanimously.

The Committee then discussed that Taggart/Architects of North Little Rock, Arkansas is currently involved in the preliminary design of an addition to the Collection Systems office. Remediation of the Collections Systems offices requires the removal of the building contents, HVAC ducts, ceiling tiles, ceiling grid and

insulation. With the building opened up in this manner, the staff recommends the input of Taggart/Architects regarding replacement of the HVAC, computer drops, etc. to facilitate the future addition. The staff also requests architectural services for the replacements of the inventory, Vac-con and TV bays structures. By using the services of Taggart/Architects, the Utility can also insure that all City and fire codes are met (such as whether the installation of sprinklers or other fire suppression is required). A motion was made by Ms. Bryant, seconded by Mr. Nelson, to authorize the staff to engage the services of Taggart/Architects of North Little Rock, Arkansas for architectural services related to the remediation of the Collection Systems offices and the replacement of the inventory, Vac-con and TV bays. The motion carried unanimously.

Next, Mr. Wilkins stated that the Utility has received verbal approval from Gallagher-Bassett Services, Inc. to pursue quotes for replacement of the fire damaged facilities. Demolition of the inventory, Vac-con and TV bays will begin following the removal of the building contents. It is during this demolition phase that a contractor will be able to determine whether any portions of the metal structure can be salvaged or not. CBM, Inc. is a qualified and local construction company familiar with the manufacturer of these metal structures. A motion was then made by Ms. Bryant, seconded by Mr. Nelson, to authorize the staff to retain the services of CBM, Inc. for demolition and reconstruction of the fire damaged collections systems facilities at the Faulkner Lake Water Reclamation Facility. The motion carried unanimously.

Mr. Wilkins then asked the Committee for guidance on how they wanted him to proceed as items come up with regard to the fire that need immediate action. CCTV services until such replacement equipment can be acquired. It was decided that the staff would proceed in the usual course of business and if something unusual comes up, a Special Meeting of the Committee will be called.

After discussion, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to postpone the Regular Meeting for the month of November to December to take up all remaining business. The motion carried unanimously.

Next, Chairman Matthews informed the Committee that the Utility received a call from the County Judge with regard to all the truck traffic to and from the Five Mile Creek facility. He stated that at the next meeting, the Committee needed to consider alternate routes to and from the facility.

There being no further action to come before the Committee, a motion was made by Ms. Bryant to adjourn the meeting. The motion carried unanimously, and the meeting was adjourned at approximately 1:00 p.m.

APPROVED AS TO FORM:

A handwritten signature in blue ink, appearing to read 'K. W. Matthews', written over a light grey rectangular background.

K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,

A handwritten signature in blue ink, appearing to read 'Sylvester Smith', written in a cursive style.

SYLVESTER SMITH,
VICE-CHAIRMAN/SECRETARY