

NORTH LITTLE ROCK WASTEWATER TREATMENT COMMITTEE

MINUTES OF A MEETING HELD TUESDAY, JUNE 11, 2019

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, June 11, 2019 at the administrative offices located at the Faulkner Lake Treatment Plant.

The meeting was called to order by Chairman Matthews at approximately 12:15 p.m. Those in attendance at the meeting were Mr. K.W. Matthews, Mr. Sylvester Smith, Mr. Ed Nelson, Ms. Karen Bryant and Mr. Gabe Stephens, and in addition, Mr. Jack Stowe, representative from the City of Maumelle. Also in attendance were Mr. Marc Wilkins, Director, Ms. Gina Briley, Mr. Charles Frost, Mr. Ronnie Thompson, Mr. Michael Clayton, Ms. Kris Ramon, Mr. Kyle Morrison, Mr. Jim Milum, Mr. Joe Rubisch with Azteca Systems, LLC, 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 May 14, 2019 meeting. There being no questions or comments, a motion was made by Ms. Bryant, seconded by Mr. Nelson, to approve the minutes of the May 14, 2019 meeting. The motion carried unanimously.

The Committee then reviewed the cash disbursements for the month of May 2019. After discussion, a motion was made by Mr. Nelson, seconded by Mr. Stephens, to approve the cash disbursements for May 2019 reflecting total cash disbursements of \$1,797,367.80 and fund transfers between accounts of \$1,241,566.67. The motion carried unanimously.

Next, the Committee reviewed the Financial Statement for May 2019. After discussion of the current budget figures and industrial pretreatment charges, a motion was made by Mr. Stephens, seconded by Mr. Nelson, to approve the Financial Statement for May 2019. The motion carried unanimously.

The Committee then discussed the purchase of a computerized maintenance management system (CMMS). Mr. Wilkins advised that the CMMS is a software package that maintains a computer database of information about an organization's maintenance operations. CMMS helps keep a record of assets, helps schedule and track maintenance tasks and helps keep a historical record of the work performed. The Utility will utilize the CMMS to assist with: tracking work orders, scheduling

tasks, tracking external work requests, record asset history, managing inventory and auditing and certification of an asset's maintenance history. The projected costs including all licenses, connection fees and equipment will be \$161,363.00 for Year-1 and approximately \$100,000.00 for each subsequent year. The 2019 budget includes \$150,000.00 for CMMS program software and implementation with an additional \$90,000.00 included for computer hardware. Mr. Joe Rubisch, a representative of Azteca Systems, LLC was available at the meeting to answer questions. After a lengthy discussion, a motion was made by Mr. Smith, seconded by Mr. Stephens, to authorize the staff to enter into an annual license agreement with Azteca Systems, LLC for Cityworks AMS Computerized Maintenance Management System software, and to enter into an annual agreement with True North Geographic Technologies for installation of the software, remote data storage, maintenance and support. The motion carried unanimously.

Mr. Wilkins then updated the Committee with regard to actions taken during the recent flooding of the Arkansas River. He advised that all 73 pump stations stayed operational, all 4 plants remained open and no customers were without service. Extra expenses incurred included 2 samplers (approximately \$12,000.00), Diamond Construction Co., Inc. costs to build coffer around the electrical panel at the White Oak Plant, sump pumps and overtime pay. Mr. Wilkins stated he estimates the total expenses to be around \$30,000.00 to \$35,000.00 and the Utility would make a claim with FEMA.

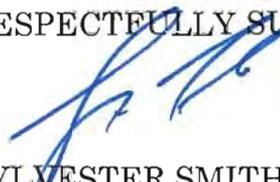
There being no further action to come before the Committee, a motion was made by Mr. Nelson to adjourn the meeting. The motion carried unanimously, and the meeting was adjourned at approximately 12:55 p.m.

APPROVED AS TO FORM:



K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,



SYLVESTER SMITH,
VICE-CHAIRMAN/SECRETARY