11/30/23 9:00 A.M.

Meeting Location: Utility office at 1108 W. Front St. Board Room

In attendance:

Heber Springs Water Utility Commission

Commissioner Burt Eddington

Commissioner Franklin Fall

Commissioner Holland

Utility Manager: Paul Graham

Additional Attendees:

**-Call to order by**: Commissioner Eddington Time: 9:0 A.M.

**-Motion to Approve Previous Month’s Minutes:** Commissioner Holland made a motion to approve the reading of the previous month’s minutes, Commissioner Eddington 2nd. Motion passed unanimously.

**-Review checks over $2,000.00-** Questions were asked concerning check numbers 49636 and 49654.

**-Bond Spending Report:** Mr. Graham reported that there is approximately $7.4 million in the bond fund and $15,000 was paid to Hawkins-Weir for WWTP project. See report.

**Current Business:**

**-Water Line Variance Request:** Discussion was made concerning a request from Jason Taylor to install a 2” water service line rather than a 6” water main to some property he is wanting to develop. The Commission denied the request.

**-Medical Insurance Renewal:** A motion was made by Commissioner Eddington to approve the renewal. Commissioner Fall 2nd. Motion passed unanimously.

**-Standard Specifications:** A motion was made by Commissioner Holland to approve the new specifications. Commissioner Eddington 2nd. Motion passed unanimously.

**-Engineering Updates:** Mr. Graham updated the Commission on the ongoing WWTP project and the WTP project. The Commission was made aware of the bid opening on December 19th at 9:00 am for the WWTP project. They will meet on the 20th to accept or reject the bids.

**-Manager’s Update on construction crews, etc.: Office:** The new server is installed and working well. NSG did a wonderful job. Mr. Graham asked the Commission if they would like to keep a CD with First National Bank or move to FABT. They decided to leave it and let it renew on December 16th.

**Operations:** Searcy Street paving is complete. Crews are flushing and maintaining the hydrants in the system. Two tanks were cleaned by Pittsburgh Tank and Tower at a price of $33,210. This will come from the AT&T tank lease money. There have been a few large leaks over the past month. Crews also went to Trades Around The Lake to bring awareness to the Utility.

**WWTP/WTP:** The new roof membrane on the WTP has been installed and is working great. We were also introduced to a new electrical company that will be able to help us in the future. There is a new SCADA pack installed on one of our worst liftstations and it is working great as well. Joey is able to monitor it via his phone. The soft starts on the surface aerators are replaced and Joey is using the aerators in tandem currently.

**-Bonus Pay:** Mr. Graham presented the Commission with the current yearly bonus policy. After some discussion, the Commission determined to raise the amount from $50 to $75. A motion was made by Commissioner Eddington, Commissioner Fall 2nd. Motion passed unanimously.

**Adjourn:** Motion by: Commissioner Eddington 2nd by: Commissioner Holland at 10:26 am to adjourn the meeting. Motion passed unanimously.

THE HEBER SPRINGS WATER AND SEWER COMMISSION

Commissioner Burt Eddington \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Commissioner Greg Holland \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Commissioner Franklin Fall\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_