

**NORTH LITTLE ROCK
WASTEWATER TREATMENT COMMITTEE**

MINUTES OF A MEETING HELD TUESDAY, DECEMBER 10, 2024

A meeting of the North Little Rock Wastewater Treatment Committee was held on Tuesday, December 10, 2024, in 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. The roll was called and those Members in attendance at the meeting were Chairman Matthews, Mr. Ed Nelson, Ms. Karen Bryant. Also in attendance were Mr. Michael Clayton, Director, Ms. Shelley Cline, Director of Finance, Mr. Scott Hilburn with Hilburn & Harper, Ltd. and Marolyn Dorman.

First, the Committee reviewed the minutes of its November 12, 2024, meeting. There being no questions or comments, a motion was made by Ms. Bryant, seconded by Mr. Nelson, to approve the minutes of the November 12, 2024, meeting as submitted. The motion carried unanimously.

The Committee then reviewed the cash disbursements for November 2024. There being no questions, a motion was made by Mr. Nelson, seconded by Ms. Bryant, to approve the cash disbursements for November 2024 reflecting total cash disbursements of \$3,055,591.96 and fund transfers between accounts of \$2,615,038.00. The motion carried unanimously.

Upon reviewing the financial report for the month of November 2024, Mr. Nelson commented the year looks good. Director Clayton explained that having no emergency repairs, especially those that require well drilling below the water table, makes a big difference toward expenditures. The rehabilitation work that's been done has continued to bring SSOs down, with only 22 thus far in 2024. That number is versus 125 the year that the Utility was put under the CAO. He also stated this has been a record line cleaning year. Mr. Nelson moved to approve the financial report and Ms. Bryant seconded. The motion carried.

Director Clayton presented the 2025 Budget, noting that there are no changes from the Draft Budget given the Committee to study from the November meeting. Mr. Nelson inquired about the need to purchase another trench box for the Maintenance and Construction Department. The Director explained the OSHA requirement and the number of work crews will be better served by owning our trench boxes. Some discussion occurred regarding pay increase percentages for

surrounding cities and utilities. Ultimately the proposed cost-of-living increase of 3% was agreed upon. Mr. Nelson moved to accept the budget as presented and Ms. Bryant provided the second. The 2025 budget was unanimously approved.

Next, Director Clayton brought the Committee up to date on the billing verification project. Thus far 103 accounts have been verified and are now being billed. He also reported on vandalism to the solar plant. An insurance claim has been filed. The Cypress Crossing Pump Station issue discussed at the November meeting may require litigation, but that remains to be determined.

Mr. Nelson requested that Ms. Hollowell and Mr. Stephens absences from today's meeting be excused, and Mr. Matthews and Ms. Bryant concurred.

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 12:42 p.m.

APPROVED AS TO FORM:



K. W. MATTHEWS, CHAIRMAN

RESPECTFULLY SUBMITTED,



**GABE STEPHENS, VICE-CHAIRMAN/
SECRETARY**