

**NORTH GARLAND COUNTY REGIONAL WATER DISTRICT
138 Cedar Mountain Circle
Hot Springs, AR 71909
(501) 620-4118 FAX (501) 318-0304**

**MINUTES OF BOARD OF DIRECTORS QUARTERLY BOARD MEETING
JULY 28TH, 2020
6:00 P.M.**

DIRECTORS PRESENT: Jack Fields, Randy Ragsdale, Jerry Vaughn, Wayne Copeland, Dwayne Pratt and David Harper.

STAFF PRESENT: Darrell Eckard and Barbara Thurman.

GUEST PRESENT – Michael Bolin – Engineer, Jason Temple and Chris Boutzell – Hot Springs Village Property Owners Association

Meeting to Order – Director Fields called the Board meeting to order at 6:00 p.m.

Adoption of the Agenda – The agenda was adopted as presented.

Approval of July 7th, 2020 Special Board Minutes – Minutes were approved as submitted.

New Business

HSVPOA Upsize Lines on Park Avenue – Mr. Bolin reported to increase from a 10” to a 12” water line for approximately 8,000’ of pipe cost \$34,900. Mr. Temple stated they are very interested and will be including this cost in their budget, pending their board approval for an emergency water connection with NGCRWD. Mr. Bolin stated, if the lines were upgraded, the District could provide roughly 1.2 million gallons of water at a later date. Mr. Eckard stated the District is going to have to look at enlarging the plant and transmission line. Mr. Eckard asked if HSVPOA would be interested in partnering with NGCRWD to share the cost of these upgrades. Mr. Temple stated they are definitely interested in entering into the planning of this to see if the HSVPOA Board would be interested in partnering with NGCRWD with the cost expansion. Mr. Temple stated they are part of MAWA but they have no way to get any water from Lake Ouachita at this point. Discussion followed. Mr. Bolin stated he would work up some preliminary cost to the expansion.

HSVPOA Emergency Connection. Mr. Temple requested the Board to give the HSVPOA approval to go ahead and install the physical connection to our water system. Mr. Eckard stated he recommends the Board wait until Ray Owen has time to finalize the contract with NGCRWD and the HSVPOA for wholesale water and present it to the Board for their approval. The Board agreed to wait until Mr. Owen has the contract prepared.

Jack Fields called a Special Board meeting on August 11th, 2020 at 6 pm.

Main Extension on Beaudry Circle – Mr. Kogut is building a house and wants to install a 2” main extension to his house, which is approx. 1,000 ft. from our existing line. Mr. Bolin

stated Beaudry Circle is growing and after discussions with Darrell they both agreed it would be in the Districts best interest to pay the difference in materials and enlarge the line to a 4". Mr. Eckard stated Newkirk area has already inquired about water in the areas where no water is currently available. Discussion followed. Director Copeland made a motion to pay the difference in upsizing water line to a 4" and soliciting owners in the area that would like to tie into our water system; seconded by Director Ragsdale. Discussion followed. Motion approved.

Rate Study – Mr. Eckard reported Jerry Kopke completed the rate study and will present it to the Board during the Special Board meeting on August 11th, 2020.

Water User's Agreement for New Connections – Mr. Eckard reported the current agreement hasn't been changed since the District started. Mr. Eckard stated #2 needs to be changed to: Customers will begin receiving a bill once the water meter has been installed. Director Vaughn made a motion to change #2 on the Water User's Agreement, seconded by Director Pratt. Discussion followed. Motion approved.

Past Due Accounts & Shut Off for Non-Payment – Mr. Eckard reported the District currently has \$7,253.26 in past due accounts that are 3 months and older. Mr. Eckard stated customers are taking advantage of District not locking off for non-payment. These customers are not responding to our calls and door hangers. Mr. Eckard reported we have locked off (2) two customers that have leaks and their bills were \$800.00 to \$900. Mr. Eckard stated one customer said he would pay some but never did. Discussion followed. Director Vaughn made a motion to reinstate our lock off policy for non-payment and lock everyone on the list; seconded Director Pratt. Motion approved.

Leak Adjustment Policy – Director Vaughn reported he thinks some customers are abusing the leak policy. The District is writing off a lot more than we have collected to cover the leak adjustments. Currently the District is \$9,438.07 short. Mr. Vaughn recommended the District go out and physically inspect the repairs to make sure it was really a leak. Discussion followed regarding hoses, flappers, water heaters, etc. Discussion followed. The Board directed Mr. Eckard to revise the leak adjustment policy to cover water lines from the water meter to the house and the District must inspect to verify it has been repaired and is no longer leaking.

New Trucks – Mr. Eckard stated the District needs to have another spare truck. Mr. Eckard reported problems encountered with 3 of the trucks. With COVID-19, parts have been hard to get for repairs to be done. The Board agreed for Mr. Eckard to begin pricing trucks.

Approval to Destroy Old Documents – Mr. Eckard reported the District needs to destroy old documents that are older than 7 years. Director Pratt made a motion to destroy old documents older than 7 years; seconded by Director Harper. Motion approved. Director Pratt made a motion to adopt a Record Retention Policy when documents age out to seven years, the office can have them destroyed; seconded by Director Copeland. Motion approved

Credit Card Payment Fees – Mr. Eckard addressed the Board regarding loss in revenue from credit card fees the District has not been collecting. Discussion followed. The Board agreed to begin charging the \$2.00 fee for credit card payments.


Unfinished Business

Service Area Mapping Update – Mr. Eckard reported, as of the meeting the Judge has not made a ruling on the District’s service area mapping.

Manager’s Report – Mr. Eckard briefed the Board on the status of the new administrative office. Mr. Eckard stated the Bid opening for the new shop will be Tuesday, August 4th, 2020 at 2 p.m. Mr. Eckard stated the 2020 thru 2021 budget will be presented to the Board on August 11th, 2020. Mr. Eckard reported the Park Avenue water line relocation project is almost complete.

Director Fields adjourned the meeting at 7:10 p.m.

Respectfully submitted,



Wayne Copeland
Secretary/Treasurer

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