

REGULAR CALLED MEETING BOARD OF DIRECTORS

Boardroom

March 20, 2018

5:30 p.m.

AGENDA

1. Call to Order Mayor Calhoun
2. Invocation
3. Proclamation – Child Abuse Awareness- Mayor Calhoun
4. Recommendation to Change Fee for Sewer Charges for Hauled Liquid Waste – David Green
5. City Manager’s Report – Gary Brinkley
6. Routine Business – Mayor Calhoun
7. Adjournment – Mayor Calhoun

**REGULAR CALLED MEETING
BOARD OF DIRECTORS**

Boardroom

March 6, 2018

5:30 P.M.

MEMBERS:

Taylor Chaney, *Ward 1 Director*
Delton Simpson, *Ward 2 Director*
Scott Byrd, *Ward 3 Director, Assistant Mayor*
Joann Nelson, *Ward 4 Director*
Jason Jones, *Ward 5 Director - Absent*
Roland Gosey, *Ward 6, At Large Director - Absent*
James Calhoun, *Ward 7, Mayor*

OTHERS:

Gary Brinkley, City Manager
Jennifer Story, City Clerk
Tammy Beeler, Treasurer
Nancy Anderson, Grants

CALL TO ORDER

Mayor Calhoun called the meeting to order at 5:30 p.m.

INVOCATION

Mayor Calhoun

APPROVAL OF MINUTES

A motion was made by Director Chaney, seconded by Director Simpson to approve the minutes from the February 20, 2018 regular called meeting of the Board of Directors. **The motion passed with a roll call vote and the vote was as follows:**

Taylor Chaney	“Aye”	Roland Gosey	“Absent”
Delton Simpson	“Aye”	Jason Jones	“Absent”
Joann Nelson	“Aye”	Mayor Calhoun	“Aye”
Scott Byrd	“Aye”		

APPOINTMENT OF COMMITTEE MEMBER

CONSIDER AIRPORT ADVISORY COMMITTEE REAPPOINTMENT

At the recommendation of the Airport Advisory Committee, Mr. Brinkley put forth Mr. Hank Wilson for reappointment for a term to expire **April 2023**. Director Nelson made the motion, seconded by Director Chaney to reappoint Mr. Hank Wilson to the Airport Advisory Committee with a term expiring **April 2023**. **The motion passed unanimously on a roll call vote.**

Taylor Chaney	“Aye”	Roland Gosey	“Absent”
Delton Simpson	“Aye”	Jason Jones	“Absent”
Joann Nelson	“Aye”	Mayor Calhoun	“Aye”
Scott Byrd	“Aye”		

City Manager's Report
March 6, 2018

- Special Thanks to Ms. Cheryl Gildner, Wayne Neel and the folks at Gildner Autogroup who hosted the Arkadelphia HS State Championship celebration on February 24th. The community was well represented with sponsors and attendance. Thanks to all who participated.
- Monday, February 26th was the annual Go Red Luncheon at the Community Family Enrichment Center. It well attended and had to be the best dressed event I've attended since arriving!
- Board of Adjustments and Zoning will meet at **NOON** on the 15th to ensure a quorum as that evening is the Chamber Banquet.
- According to Michelle the airport received an accumulated 15" of rain in a six day period the first go round and over 3.5" this last go round. The work we did in the drainage ditches this summer and fall paid dividends. Ironically, the cleaning of the ditches from the airport to the river was done so well, it became a pipeline for overflowing rivers back to the airport and flooded the facility. Kenny said it was the worst he'd seen in his 20+ years of service.
- The Airport is completely open as of 3:25 pm this afternoon. We closed off the north 1,000 feet but Michelle, crew and county all pitched in and got the debris removed and the runway completely opened.
- We've been spending time back in the drainage ditches around town removing downed trees and unclogging pipes.
- We know we are behind on pothole repairs as they have spent so much time in the drainage ditches but we'll get around to us. We could use a lot of sunshine to help prep the area for the patching material.
- Contractor is making good progress on the old hospital and looks like he will be done within his day's contract.
- Received \$3,490.03 from an auction on Govdeals.com from the sale of obsolete grounds crew equipment.
- Dates to Remember:
 - Alliance Chamber Banquet will occur on March 15th at 6:00 pm at HSU Garrison Grand Ballroom.

- March 20th at 4:00 PM we will host the second and final Public Hearing for questions regarding the proposed waste water plant for the Sun Bio mill. Meeting will occur in the Boardroom.

ROUTINE BUSINESS

Taylor Chaney, Ward 1- He welcomed Director Nelson back.

Delton Simpson, Ward 2 – Nothing.

Joann Nelson, Ward 4- Good to be back.

Jason Jones, Ward 5- Absent.

Roland Gosey, Ward 6 Director at Large- Absent.

Scott Byrd, Ward 3, Assistant Mayor- He welcomed Director Nelson back, also happy to see the Magnolia trees blooming. Thanked the crew at the old hospital for saving the flag pole along with the Magnolia tree.

James Calhoun, Mayor- Welcomed Director Nelson back. The City Manager and I will be headed to Little Rock Thursday February 22, 2018 at 5:30am to attend the prayer breakfast held at the Governor's Mansion. Thanks to Gildner Auto for honoring the Badgers football team and the Band in their recent State Championships.

ADJOURNMENT

There being no more business to discuss, Director Nelson made the motion seconded by Asst. Mayor Byrd to adjourn. **The motion passed unanimously and the meeting adjourned at 5:41 p.m.**

James Calhoun, Mayor

Jennifer Story, City Clerk

**REGULAR CALLED MEETING
BOARD OF DIRECTORS**

Boardroom

March 6, 2018

5:30 p.m.

Chief Jason Jackson
Chuck Fitzsimmons
Jamal Brown, *Press*
Johnathon Boyce

Office of the Mayor

Arkadelphia, Arkansas

Proclamation

PROCLAIMING APRIL 2018 CHILD ABUSE AWARENESS AND PREVENTION MONTH IN THE GREAT CITY OF ARKADELPHIA

- WHEREAS: More than 35,000 children in Arkansas are reported as abused or neglected every year; and
- WHEREAS: Child abuse prevention is a community responsibility and finding solutions depends on involvement among all people; and
- WHEREAS: Communities must make every effort to promote programs that benefit children and their families;
- WHEREAS: Effective child abuse prevention programs succeed because of partnerships among agencies, schools, religious organizations, law enforcement agencies, and the business community; and
- WHEREAS: Everyone in the community should become more aware of child abuse prevention and consider helping parents raise their children in a safe, nurturing environment;

NOW, THEREFORE, BE IT PROCLAIMED BY THE BOARD OF DIRECTORS:

The month of April 2018 is to be Child Abuse Awareness and Prevention Month in the City of Arkadelphia, Arkansas, and all citizens are urged to work together to help reduce child abuse and neglect significantly in years to come.

In witness I have set my hand and caused the seal to be affixed this date: **March 20, 2018.**



In witness whereof I have hereunto set my hand and caused this seal to be affixed.


Attest: _____

Date: _____



Office of the City Manager
700 Clay Street
Arkadelphia, Arkansas 71923
870-246-9864 phone
870-246-1813 fax

To: Arkadelphia Board of Directors
CC: Ed McCorkle, City Attorney
From: Gary Brinkley, City Manager
Date: March 14, 2018
Re: Decrease in Sewer Charges for Hauled Liquid Waste



At the Water & Sewer Committee meeting this afternoon, the committee unanimously voted to recommend to the Board reducing the rate charged for sewage trucks servicing portable toilets and septic systems.

David Green reports that we are priced so high in the market that folks are driving to Hot Springs and Garland County to dump their loads instead of taking advantage of our facilities. The current rate is \$75 per dump and it is suggested to reduce the fee to \$45 per dump, up to 2,000 gallons.

We are not sure that \$45 proposed is the correct number as the market for the service is fragmented. What we do know is the \$75 has scared off users. Should we be inundated with users and the service become onerous, we'll increase the rate to find the equilibrium.

Staff understands this is an ancillary business but we have the assets in place to be utilized and this could be an excellent back fill business for the utility.

Staff recommends accepting the committee's recommendation and reduce the fee for hauled liquid waste from \$75 to \$45 per dump. All other fees remain the same.

Please let me know if you have any questions or concerns.

ARKADELPHIA WATER & SEWER UTILITIES

HAULED LIQUID WASTE PROGRAM

A general outline of the Program is as follows:

The acceptance point for the waste is a Utility site in the Clark County Industrial Park.

The "Policy on the Acceptance of Septic Tank, Holding Tank, Portable Toilet and Domestic Septage Wastes to the Sanitary Sewer System" was approved by the City Board of Directors in July 2010. This document completely outlines the guidelines that will be followed.

The Hauler will come to the Utilities Office and make application for his annual permit and pay the fee of \$200.00. At that time, they must furnish a copy of their Septic Hauler's License as issued by the Arkansas Department of Health and a copy of their liability insurance certificate.

The Utilities Office will then issue the Wastewater Discharge Permit. It will be in effect for one year from date of issuance. This permit details the limitations on the various parameters along with the monitoring requirements.

Before any waste is accepted, the Hauler must purchase load tickets from the Utilities Office. The tickets are \$75.00 each and are good for a load of waste up to 2,000 gallons limit. At the time of purchase, they will receive a like number of Manifest Forms. The Manifest will be the "chain of custody" form that will detail the point of origin of the waste, the transporter's information, and the disposal information as completed by the Utility personnel monitoring the discharge of the load. A copy of this form will be given to the generator, the transporter, and to the Utility. The number on the load ticket must match the number on the manifest.

Arkadelphia Water and Sewer Utilities
Policy on the Acceptance of Septic Tank, Holding Tank, Portable Toilet and Domestic Septage Wastes to the Sanitary Sewer System

In order to offer better service to our customers, Arkadelphia Water Utilities has established the following guidelines for accepting Septic Tank, Holding Tank, Portable Toilet and Domestic Septage Wastes to the Sanitary Sewer System. For the purposes of this policy, the following definitions shall apply:

- A. Septic Tank Waste shall mean all solids and liquids contained by a septic tank that originate from bathroom wastes, household kitchens, and household laundries. These wastes shall also be called Domestic Septage.
- B. Holding Tank Wastes shall mean all solids and liquids contained within an underground chamber/tank that originate from bathroom waste, non-commercial kitchens, and non-commercial laundries. These wastes shall also be called Domestic Septage. Examples of this type of waste include but are not limited to wastes from office buildings, mobile home parks, and commercial establishments without commercial kitchens, commercial laundries, and light industries, etc. with no process waters generated.
- C. Portable Toilet Wastes shall mean all solids and liquids contained and collected within a portable toilet. These wastes shall also be called Domestic Septage. These materials shall include the chemicals used to maintain the portable toilet in operating condition.
- D. Industrial Process Wastes shall mean any wastewater or solids that primarily originate from an industrial activity and include restaurants, automotive and/or equipment repair, any manufacturing process, or any other wastewater determined by the Manager to be industrial process wastes.
- E. Domestic Septage shall mean wastewater and solids collected within the following devices: Septic Tanks, Holding Tanks, and Portable Toilets.
- F. Hazardous Wastes shall mean any wastewater or solids that would be considered hazardous as defined by 40 CFR 261 or any wastewater or solids that are generated as part of the remediation of a Superfund site.
- G. The term Manager shall mean the Utilities Manager of Arkadelphia Water and Sewer Utilities or their designee.
- H. The term Utility shall mean Arkadelphia Water and Sewer Utilities.
- I. The term Transporter shall refer to the agency or facility that hauls Domestic Septage for disposal purposes.
- J. The term Disposal Site shall mean the Storage Basin at the Industrial Park Pumping Station, in the Clark County Industrial Park.

All Transporters will be required to purchase Disposal Tickets from the Water and Sewer Utilities business office at Arkadelphia Town Hall Building prior to discharge. Manifest forms will be provided by AWU at the time of Ticket purchase. The number on the Ticket and the number on the Manifest are matched at the time of purchase for tracking purposes. Transporters are responsible for keeping these documents together until time of disposal. Transporters without a Ticket and a completed Manifest form will not be allowed to discharge.

The costs for disposal in accordance with this policy as adopted by the Arkadelphia City Board of Directors are as follows:

<u>Domestic Septage</u>	<u>Disposal Ticket</u>
0 to 2,000 Gallons	\$75.00

Domestic Septage shall consist of water and solids accumulated from the following sources: Septic Tank Wastes, Holding Tank Wastes, and Portable Toilet Wastes. Domestic Septage from commercial or light industrial facilities will be accepted only with prior approval from the Manager. Under no circumstances will any industrial process waters, grit/sand trap wastes, grease trap wastes, oil/water separator wastes, hazardous wastes, or other wastes determined unacceptable by the Manager be accepted. Mixing of wastes, for disposal purposes, shall be grounds for the revocation of disposal privileges. Waste shall not be stored on pumper truck for more than 72 hours.

All Transporters shall have a current Wastewater Discharge Permit issued by the Utilities and be licensed by the Arkansas Department of Health. The Transporter shall not discharge to the Utility during periods when a violation of this permit has been determined.

Samples shall be collected from the Domestic Septage and be analyzed yearly without notice or when deemed necessary by the Utilities. The frequency of the collection of these samples shall be at the discretion of the Utilities. All costs related to the sampling and testing shall be born by the Transporter.

Wastes shall be accepted only between the hours of 9:00 a.m. to 12:00 noon and 1:00 p.m. to 3:00 p.m. Monday through Friday. No Holiday or Weekend discharges will be allowed. The Utilities makes no guarantee that access to the disposal site will be granted in any specific time frame, however, reasonable efforts will be made to provide quick access to the disposal site. Domestic Septage haulers are encouraged to call the Utilities at 1-870-246-5863 in advance to schedule access to the disposal site.

All Transporters that seek to dispose of Domestic Septage shall be required to sign a statement that they have read and understood the Wastewater Discharge Permit, the City of Arkadelphia Ordinance # 0-92-1, this policy, the Domestic Septage Transporter Safety policy, and any related articles that the Utilities should provide, with the full comprehension that they understand the conditions under which they may discharge Domestic Septage to the Arkadelphia Water Utilities System. All drivers (aka Transporters) of the facility, transporting Domestic Septage, must sign this statement. Any violation of the conditions of the City of Arkadelphia Ordinance # 0-92-1, the Wastewater Discharge Permit, this policy, or related articles, will result in their access to the disposal site suspended, and held liable for any damage caused by wastes discharged that does not meet the Utilities' conditions. A copy of the signed acknowledgement of this policy shall be provided to the Transporter at the time of signing and the Transporter's company upon written request.

All Transporters shall obtain and maintain in force during the term in which they discharge to the sanitary sewer system, a standard insurance coverage with respect to liability and property damage, with coverage being in the amount of at least \$1,000,000 per occurrence and the

transporter shall provide the Utility with such certificates evidencing such insurance coverage prior to discharge.

All Domestic Septage received by the Utility shall be accompanied by a manifest that contains the following information: (All Information Printed Unless Noted)

GENERATOR INFORMATION: (Source of Domestic Septage)

Individual Source Name
Street Address
City
Daytime Telephone Number of Generator
Waste Tank / Water Source Volumetric Capacity
Source of Waste
Printed Name of Generator
Date Tank / Water Source Serviced
Signature of Generator

TRANSPORTER INFORMATION

Business Name of Transporter
Street Address
City
Daytime Telephone Number of Transporter
Gallons Removed
Truck License Number
Vehicle Permit/License Number (Issued by ADH)
Driver Name
Date
Signature of Driver

DISPOSAL INFORMATION

Disposal Site Operator Name
Date & Time Waste Received
Disposal Site Operator Signature

Only Domestic Septage wastes generated from facilities within Clark County shall be accepted for disposal. Domestic Septage from commercial, light industrial facilities or any others will be approved for acceptance on a case by case basis only and with prior approval from the Utilities Manager.

Under no circumstances will any industrial process waters, sand/grit trap wastes, grease trap wastes, oil water separator wastes, hazardous wastes, or other wastes determined undesirable by the manager, be accepted. In the event that any hauled waste is determined to be detrimental, the Waste Hauler shall remove the waste immediately and their permit will be revoked. The City of Arkadelphia reserves the right to refuse any or all liquid waste and to discontinue acceptance without prior notice.

The Arkadelphia City Board of Directors approved this policy on _____ 2010.

This signature serves as record of receipt and acknowledgement of the contents of this document by the individual whose signature that appears below.

This document was signed on: _____

Domestic Septage Transporter (Driver)

/ **Print / Signature**

AWU Escort

/ **Print / Signature**