

**LITTLE ROCK WATER RECLAMATION COMMISSION**  
**Minutes of the Meeting Held**  
**June 19, 2024**

The Little Rock Water Reclamation Commission (“LRWRC”) met at 4:00 p.m., Wednesday, June 19, 2024, at the Hub Conference Room and via livestream.

**Little Rock Water Reclamation Commission**

Schawnee Hightower, Chair  
Jonathan Semans, Vice Chair  
Daryl Brown, Secretary  
Ganelle McBryde, Commissioner  
Prentice O’Guinn, Commissioner  
Chris Marsh, Commissioner  
Director Lance Hines, Ex Officio Member

**Little Rock Water Reclamation Authority Personnel**

Jean Block, Chief Executive Officer  
Michael Rhoda, Chief Financial Officer  
Shannon Halijan, Chief Legal Officer  
Ryan Benefield, P.E., Chief Operating Officer  
Walter Collins, P.E., Director of Operations  
Rebecca Burkman, Director of Environmental Affairs  
Harold Hounwanou, P.E., Director of Collection System Maintenance  
Tonya Wallace, Director of Facility Asset Management  
Les Price, P.E., Director of Engineering Services  
Doug Roe, Director of Accounting & Finance  
Kenetta Ridgell, Director of Communications and Community Engagement  
Angela Brooks, Director of Human Resources

Attendees included: Commissioner Hightower and Director Hines appeared in person. Commissioners Marsh, McBryde, Brown, O’Guinn and Seamans appeared via livestream. Senior Staff Members: Jean Block, Michael Rhoda, Shannon Halijan, Ryan Benefield, Harold Hounwanou, Rebecca Burkman, Doug Roe, Angela Brooks, Les Price, Kenetta Ridgell, and Tonya Wallace. Mr. Collins was absent.

Chair Hightower brought the meeting to order and called for Mr. Hounwanou to lead the Pledge of Allegiance.

Chair Hightower then asked if there were any public comments, and there were none.

Gerald Manning, Instrumentation Manager, recognized Blake Jackson, Instrumentation Coordinator, for his 20 years of service to the utility.

Jean Block, Chief Executive Officer, then introduced Ryan Benefield as the new Chief Operating Officer and Doug Roe as the new Director of Accounting & Finance.

Harold Hounwanou, Director of Collection System Maintenance, introduced the Collection System Maintenance Spotlight. He greeted the Commission and introduced Kevin Kongenske, Fleet Maintenance Supervisor, who gave a brief overview of the department's fleet services and introduced staff members and their role with the utility along with projects in that department.

Next, Chair Hightower asked the Commissioners if they had reviewed the minutes of the May 15, 2024, meeting. Being that there were no revisions, Chair Hightower asked if there were any objections to approving minutes. Hearing none, the minutes were approved.

Rebecca Burkman, Director of Environmental Affairs, presented the Purchase Authorization for Biosolids Hauling. She gave a brief summary of biosolids handling and gave an overview of the process.

Staff requested the Commission to approve the purchase authorization for the removal and beneficial use of biosolids land application for \$1,558,951.

Chair Hightower requested a motion to approve. A motion was made, seconded, and approved unanimously.

Michael Rhoda, Chief Financial Officer, presented a Resolution entitled:

**A RESOLUTION DESIGNATING SIGNATORY AGENTS OF LITTLE ROCK WATER RECLAMATION COMMISSION TO MAKE APPLICATION FOR ASSISTANCE UNDER PUBLIC LAW 100-4 AND THE ARKANSAS REVOLVING LOAN FUND AND TO SIGN THE ACCEPTANCE AND ANY OTHER REQUIRED DOCUMENT RELATED THERETO.**

He explained the need to add Mr. Benefield and Mr. Roe to the list of signatories for the utility.

Staff requested the Commission approve Resolution No. 2024-04, a resolution amending all prior resolutions designating signatory agents of Little Rock Water Reclamation Commission to make application for assistance under Public Law 100-4 and the Arkansas Revolving Loan Fund and to sign the acceptance and any other required document related thereto.

Chair Hightower requested a motion to approve. A motion was made, seconded, and approved unanimously.

Tonya Wallace, Director of Facilities Asset Management, presented a Purchase Authorization for LMPS Pump Replacement. Ms. Wallace gave a brief summary of the need for the replacement and gave an overview of the project.

Staff requested the Commission to approve the purchase authorization for two new 350 horsepower pumps for Little Maumelle Pump Station for a total of \$441,754.00 and authorize CEO Jean Block to enter into a contract with Instrument and Supply Incorporated of Hot Springs, Arkansas.

Chair Hightower requested a motion to approve. A motion was made, seconded, and approved unanimously.

Les Price, Director of Engineering Services, presented Fourche Creek WRF Solids Processing Improvements – Contract Amendments - GCCM Construction Amendment and Engineering Construction Phase Amendment. Mr. Price gave a brief summary of the need for the improvements and gave an overview of the project.

Staff requested the Commission to authorize the CEO to negotiate and execute the GMP contract with Van Horn Construction, Inc.– General Contractor/Construction Manager for the Construction Phase of the FCWRF Solids Processing Improvements in the amount not to exceed \$34,665,983 and to authorize CEO Jean Block to negotiate and execute the professional services amendment with Crist Engineers for the Construction Phase of the Fourche Creek WRF Solids Processing Improvements in the amount not to exceed \$1,927,030.

Chair Hightower requested a motion to approve. A motion was made, seconded, and approved unanimously.

Mr. Price then presented Adams Field WRF Influent Pump Station Rehabilitation – Contract Amendments - GCCM Construction Amendment and Engineering Construction Phase Amendment. Mr. Price gave a brief summary of the need for the rehabilitation and gave an overview of the project.

Staff requested the Commission to authorize CEO Jean Block to negotiate and execute the GMP contract with Van Horn Construction, Inc.– General Contractor/Construction Manager for the Construction Phase of the Adams Field WRF Influent Pump Station & Process Rehabilitation project in the amount not to exceed \$18,574,671 and to authorize CEO Block to negotiate and execute the professional services amendment with Crist Engineers for the Construction Phase of the AFWRF Influent Pump Station & Process Rehabilitation project in the amount not to exceed \$787,000.

Chair Hightower requested a motion to approve. A motion was made, seconded, and approved unanimously.

Mr. Price then presented a Recommendation of Award – Construction - Scott Hamilton Peak Flow Basins 1 and 2 Concrete Rehabilitation. Mr. Price gave a brief summary of the need for the rehabilitation and gave an overview of the project.

Staff requested the Commission to authorize CEO Jean Block to enter into a construction contract with Western Waterproofing Company of America for the Scott Hamilton Peak Flow Concrete Rehabilitation in the amount not to exceed \$853,857.

Chair Hightower requested a motion to approve. A motion was made, seconded, and approved unanimously.

Harold Hounwanou, Director of Collection System Maintenance, a Purchase Authorization for SmartCover Sensors. Mr. Hounwanou gave a brief summary of the need for the sensors and gave an overview of their effectiveness to monitor Sanitary Sewer Overflows.

Angie Tillman, Accounting Supervisor, presented a summary of the May Financial Report. She explained in May that there was total revenue of \$5.5 million more than budget by \$200k. Operating expenses of \$2.6 million less than budget by \$106k with Salaries under budget by \$11k (-0.9%), Supplies are over budget by \$20k (7.4%), and that Contract Services under budget by \$7k (-2%).

Shannon Halijan, Chief Legal Officer, gave the Legal Update. She noted continued work on reviewing contracts; working with procurement; reviewing and updating policies; addressing personnel matters.

Ms. Block then delivered the monthly highlights which included: Juneteenth Community Event, Bring Your Kid to Work Day, APAC & Leadership Greater Little Rock Graduation, Our House, Carry the Load Memorial Walk, Employee Appreciation Day and Summer Cereal Drive, Pettaway Community Block Party, Class I Collection System Certification, Notice of Advertisement – AFWRF Blower and Controls and Notice of Advertisement – FCWRF Storeroom.

Chair Hightower called for any old business, and there was none.

Chair Hightower called for any new business, and there was none.

Chair Hightower stated the next LRWRC meeting would be August 21, 2024. He then asked if there were any objections to adjourning the meeting. Hearing none, the meeting was adjourned.

Respectfully Submitted,



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Daryl Brown, Secretary