

**ARKANSAS WASTEWATER LICENSING COMMITTEE MEETING**  
**Wednesday, November 13, 2013**  
**ADEQ Meeting Room – 1E09**

Committee Members

Kelly Bryant, Chairman, Evergreen Packaging, Inc.  
Jennifer Bouldin, Ph.D., Arkansas State University  
Lisa Ellington, Paragould Light, Water & Cable  
Tommy Tooke, Tyson Foods, Inc.  
Steven Upton, Heber Springs Wastewater Department  
Craig Uyeda, Executive Secretary, ADEQ  
William Winn, City of Fayetteville  
Jimmy Smith, Searcy Water & Sewer – Absent

**MINUTES**

The meeting of the Arkansas Wastewater Licensing Committee was called to order at 10:04 A.M. on Wednesday, November 13, 2013, by Chairman Bryant.

Public Present: Sandy Luttrell, Amy Schluterman, Deb Gerst, ADEQ; Susan Poe, ARWA

Previous Minutes: **Mr. Winn made a motion to accept the minutes of the August 14, 2013, meeting as written. Jennifer Bouldin seconded, carried.**

Financial Reports: Mr. Uyeda presented the Wastewater Licensing Funds and Cash Expenditure Balances Report for July – October, 2013.

Licensing Report: Ms. Luttrell presented the Wastewater Licensing Report for August, 2013 – October, 2013. Ms. Ellington asked if there was any way to know how many people had retaken the Class IV test, or that were testing for the first time. She explained that her concern was to see that training classes were made available and assisting applicants achieve success in the Class IV testing. Mr. Winn asked if people had checked out copies of the WEF/ABC study guides. Ms. Luttrell and Ms. Poe said they had recommended testing review materials in the ADEQ office for applicant use. It was noted that materials had not been checked out in the last six months. Ms. Bryant suggested that an article be included in the next newsletter about available materials to assist in preparation for wastewater exams.

Public Comments

Training Updates: Ms. Poe with ARWA noted that their 2014 Training Calendars are available on line.

Regulation 3.601(A)(2) vs. Class IV Wastewater License Application

Ms. Ellington explained her concern regarding Regulation 3 that says, "...fees must be paid and applications approved no less than five (5) business days prior to the test date". However, it is stated on the Class IV Wastewater License application, "Deadline to Submit Application & Fees is One Month Prior to the Test Date", which contradicts Regulation 3.

Mr. Winn said he did not know what kind of expenditure was involved, or if ADEQ would want to pursue changes in Regulation 3, or if Third Party Rule Making would be the route for changes in Regulation 3. Mr. Uyeda noted that regulation changes are an extensive process. He suggested when the Committee agreed on recommendations they would be routed through the chain of command at ADEQ. Mr. Winn said the process appeared to take approximately two years. Ms. Bryant explained that the Committee started a review of Regulation 3 some time ago. The suggested changes to Regulation 3 were provided to ADEQ, but the changes were not pursued. Ms. Ellington did suggest changing Regulation 3, and thought conference calls and e-mails might be effective ways to

communicate on the project. **Mr. Winn made the motion that by the next Committee meeting he hoped to start discussions concerning potential changes to Regulation 3. Lisa Ellington seconded, carried.**

### **Old Business**

Discuss Nominations for Ms. Bouldin's Seat on the Committee: Only one name had been brought forward for nomination to the Committee. Mr. Upton asked about the person Ms. Bouldin had previously mentioned as a possible applicant to replace her on the Committee. She explained that the person had less actual wastewater experience than she initially realized. Ms. Bouldin and Ms. Ellington questioned if ADEQ staff had forwarded the vacancy information to: AEF, WEF and AWW &WEA. If not, they requested that they be forwarded to these associations. Ms. Bryant did read the regulation regarding appointing members to the Committee. **Ms. Ellington motioned that the Committee be provided with a list of nominees by January 12, 2014, so that it could be reviewed before the February meeting. Mr. Tooke seconded, carried.**

Reciprocity update on Tennessee Operator (Helwig): Ms. Luttrell said she was unable to reach Mr. Helwig by phone to confirm his credit hours. At a previous meeting the Committee had questioned the number of hours he had. She explained that the Tennessee grade III operator is equal to the Arkansas class III operator. It was decided nothing more could be done until the Committee heard from Mr. Helwig regarding verification of hours.

EdX through Delft University: Committee members reviewed information provided by the website link. This is an online training course 10-12 hours per week for 10 weeks. Ms. Luttrell explained that Mr. Roger Ray asked if this course could be approved for C.E.U.s. This class was conducted on September 16, 2013. Mr. Winn said since the class had already occurred in September, it could be tabled until the February meeting. The Committee agreed to table this item.

### **New Business**

Michael Neil's Class IV License Eligibility: Ms. Schluterman explained that Mr. Neil received his Arkansas Class III license on September 28, 2012. She explained that he wants to be considered to proceed to the class IV test. **Mr. Winn made the motion that Mr. Neil's request be denied. Mr. Tooke seconded, carried.**

Mr. Smith's First Term Ending on the AWL Committee: Mr. Smith sent an e-mail of his availability to continue serving on the Committee through his second term to the Committee. **Ms. Ellington motioned that Mr. Smith continue serving his second term with the AWLC. Jennifer Bouldin seconded, carried.**

Chairman Bryant presented a service recognition award to Jennifer Bouldin in honor of her service to the Arkansas Wastewater Licensing Committee and the people of the State of Arkansas.

Ms. Bryant also reminded the group of the next meeting of the Committee on Wednesday, February 12, 2014, at ADEQ in Room 1E09 at 10:00 A.M.

**Ms. Bouldin made a motion to adjourn the meeting at 10:57 A.M. Mr. Tooke seconded, carried.**

Respectfully submitted,  
Deborah Gerst