

BRUNSWICK REGIONAL WATER & SEWER H2GO
SPECIAL MEETING
TUESDAY SEPTEMBER 26, 2023

OFFICIAL MINUTES

CALL TO ORDER:

Chairman Ronnie Jenkins called the meeting, located at H2GO, to order at 4 p.m.; a quorum was present. The assembly was led in the Pledge of Allegiance.

MEMBERS PRESENT:

Present from the Board of Commissioners were members Ronnie Jenkins, Chairman, Barry Laub, Vice Chairman, Rodney McCoy, Secretary, Bill Beer, and Steve Hosmer, present from H2GO was Bob Walker, Executive Director, Russ Lane, Assistant Executive Director, Operations, Scott Hook, Assistant Executive Director, Administration, Ken Brown, Finance Officer, Stephanie Blair, Communications Direction, Sara Myers, Human Resource Director, and Deana Greiner, Clerk to the Board. Also present was the attorney, Steve Coble.

Proposal for Engineering/Architectural Services:

Mr. Walker introduced Mr. John Thompson; he told the board he was here to answer any questions the board had. It was asked if the proposal included blueprints; it was said that there would be no deliverables, that the proposal was for an analysis of space needs for operational facilities. It was said that the proposal was for \$225,000. It was said that in the end we should have a reasonable estimate of what the cost would be to build a facility; a detailed summary of what construction would be needed to fit H2GO's needs now and in the future. It was said that payment would be made by invoice; it was said that the invoices would be given based on the percentage of work completed. It was said the contract was written for one year, however, they were planning to be done within three months. Discussion ensues. There was concern about Mr. Thompson being the sole architect for such a big project; it was asked if there was a succession plan if something were to happen to Mr. Thompson. Mr. Thompson explained that he has in his proposal a second architect for that purpose; he said Willard Scott has 20 years of experience and will have working knowledge of this project all along the way. It was said that one of the biggest benefits of this project is that the staff and the board will be able to be involved in the collaboration on the design and needs of the facility. There was concern about any possible hidden cost. Mr. Thompson said everything within his proposal was included in the cost; anything outside the proposal is not included. Mr. Thompson mentioned that there will be additional items; he said however, there will need to be more information learned before those items can be addressed.

Commissioner Beer made the motion to approve the proposal for engineering/architectural services from John Thompson as presented in the regular board meeting on September

20, 2023, and further in this meeting; a vote was called, and the motion was carried unanimously.

Deed of Dedication: Hawthorne at Waterside Cottages:

Mr. Walker presented to the board a deed of dedication for Hawthorne at Waterside Cottages; it was said that it has been reviewed and found in order. Commissioner McCoy made the motion to accept the deed of dedication for Hawthorn at Waterside Cottages as presented; a vote was called, and the motion was carried unanimously.

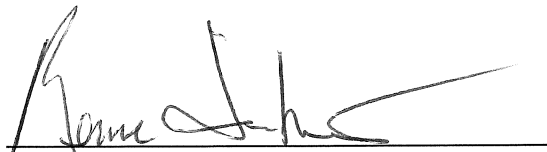
Personnel Policy:

It was said that Mrs. Myer was tasked with reviewing our personnel policy to make sure it was up to date and compliant with state law. Mrs. Myer explained that she wanted to give the board the policy pieces at a time rather than overwhelming them with the whole document all at once. Mrs. Myer explained that she is currently reviewing general procedures, dress code/uniforms, gifts/favors, and code of conduct/ethics. Mrs. Myer said that generally overall things seem to be following state statutes.

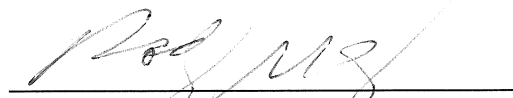
The board generally agreed with reviewing the policy pieces at a time. It was said that staff needed to make sure they get everything to Mr. Coble ahead of the meetings for his review.

ADJOURNMENT:

Commissioner Hosmer made the motion to adjourn the meeting at 4:59 p.m.; a vote was called, and the motion was carried unanimously.




Ronnie Jenkins, Chairman



Rodney McCoy, Secretary



Deana Greiner, CMC
Clerk to the Board



Date of Approval