

BRUNSWICK REGIONAL WATER & SEWER H2GO
REGULAR BOARD MEETING
WEDNESDAY MARCH 15, 2023

OFFICIAL MINUTES

CALL TO ORDER:

Chairman Ronnie Jenkins called the meeting to order at 6:00 p.m.; a quorum was present. The assembly cited the Pledge of Allegiance.

MEMBERS PRESENT:

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

DISCUSSION/ADJUSTMENT OF AGENDA:

Chairman Jenkins opened the floor for any adjustments to the agenda. Mr. Walker requested to add discussion of the Pine Cliff Road Ext project to his report. Mr. Brown requested to add a budget amendment to his report. Mrs. Blair requested to add discussion on a sponsorship request to her report. **Commissioner Hosmer made the motion to approve the agenda as amended; a vote was called, and the motion was carried unanimously.**

CONSENT AGENDA:

Commissioner Beer made the motion to approve the consent agenda which consisted of the February 15, 2023, Regular Board Meeting Minutes as presented. A vote was called, and the motion was carried unanimously.

COMMISSIONERS REPORT:

Commissioner Hosmer mentioned an article stating the EPA was looking to reduce the allowable amount of PFOA chemicals in drinking water; he also mentioned that next Wednesday was Water Day. Commissioner McCoy mentioned that he visited the RO Plant and was impressed with the work going on. Commissioner Beer mentioned the work being done on Pine Harvest; he expressed that the diverted traffic pattern worked very well. Chairman Jenkins explained that he has been in and out of the office and has met our new faces; he expressed that given the confined spaces and work that he is always greeted with happy employees and that it appears that everyone gets along and works together in peace and harmony.

PUBLIC COMMENTS:

Chairman Jenkins opened the floor for public comments. It was said that one person had signed up for public comments, however; they were not present.

OLD BUSINESS:

None discussed.

NEW BUSINESS:

Resolution of Annexation: Mr. Walker presented to the board a resolution of annexation for several properties owned by Malmo Loop Farms, Malmo Loop Ventures, Seabrooke Development, Craig F. Goess, and the Town of Leland. Mr. Walker stated that voluntary petitions were sent in and that all properties were contiguous to the district. **Commissioner Hosmer made the motion to approve the resolution of annexation as presented; a vote was called, and the motion was carried unanimously.**

Task Order 46: Wooten Company: Water System AIA

Task Order 47: Wooten Company: Wastewater System AIA: Mr. Walker explained that at the last board meeting we had accepted monies for the AIA Grant for our water system and wastewater system. Mr. Walker said the project was sent out for bid and The Wooten Company was the only respondent. **Commissioner McCoy made the motion to approve Task Order 46 and Task Order 47 from the Wooten Company for AIA Grant not to exceed \$200,000 for Water and \$200,000 for Sewer.** There was a brief discussion on what this project was and what it would consist of. Mr. Walker explained that this project would finish mapping out our infrastructure; add Leland's system into our hydraulic models; and help us in finding and fixing I&I.

EXECUTIVE DIRECTOR'S REPORT:

RO Water Treatment Project Update: Mr. Walker explained testing of the treatment trains; he said they should start testing train 3 tomorrow morning and then roll into the 5-day test on Monday. There was a brief discussion on the membranes; it was suggested that we could contact Dare County or Mt. Pleasant to see if we could get a cooperative agreement with membrane sharing for emergency situations. Mr. Walker said that he could look into it. Mr. Walker mentioned that he wanted to invite the State to observe the 5-day test.

Pine Cliff Road Ext: Mr. Walker explained that this project originally was supposed to be on the County's water system and Leland's sewer system; he explained that since we took over Leland's utilities that we asked to serve the water as well. Mr. Walker explained that we sent the project material list out for bid, and we would do this project ourselves. Mr. Walker said Core and Main were the low bidder. **Commissioner Beer made the motion to approve the quote from Core and Main as presented; a vote was called; and the motion was carried unanimously.**

ASSISTANT EXECUTIVE DIRECTOR'S REPORT-OPERATIONS:

Local Water Supply Plan: Mr. Lane reported that we have 240 miles of pipe in our system; he said we added about 25000 feet this year. Mr. Lane explained that we had 3.6% unaccounted-for water this year. It was said the unaccounted-for water was around 39 million gallons; it was said the unaccounted-for water was from leaks, fire use, and flushing.

Fire hydrants were mentioned. Mr. Lane said they were still actively fixing and raising hydrants; however, painting them has been on the back burner due to more pressing items.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT-ADMINISTRATION:

Budget Workshop FY2024: Mr. Hook asked the board to set a budget workshop meeting. After a brief discussion the board decided to meet April 10, 2023, at 9 am. It was said the location would be determined later.

Fund 10 Ordinance Appropriating Funds for FY2022-2023: Mr. Hook presented to the board Fund 10 Budget Ordinance appropriating funds for the Operational Round Up program. **Commissioner Hosmer made the motion to approve the Fund 10 Budget Ordinance appropriating funds for Operational Round Up; a vote was called; and the motion was carried unanimously.**

FINANCE OFFICER'S REPORT:

Check Register- February 1-28, 2023: No comments were made regarding the check register.

February Financial Summary: No comments were made regarding the financial summary.

Budget Ordinance Amendment Fund 50: Mr. Brown presented to the board a budget ordinance amendment for Fund 50; he said there was no change to the overall budget total. Mr. Brown explained that monies were just being moved around line items within the budget. **Commissioner Beer made the motion to approve the budget ordinance amendment for Fund 50 as presented; a vote was called; and the motion was carried unanimously.**

COMMUNICATIONS DIRECTOR'S REPORT:

Communications Update: Mrs. Blair stated that she included in the packet an overview of all the social media posts and media articles for the month. No comments were made regarding the overview.

American Legion Sponsorship: Mrs. Blair stated that we had received a request of sponsorship from the local chapter of the American Legion; Leland Post 68; she said it was similar to the sponsorship request we had previously received from Paws Place. The board had a brief

discussion on charities and whether we should or should not donate funds. It was suggested that sponsorships and charity donations be discussed during the budget workshop meeting.

ATTORNEY'S REPORT:

Mr. Coble stated that he had nothing to report in open session.

INFORMAL DISCUSSION:

Commissioner Hosmer pointed out the challenges we have faced in the several transitions we've done in the past year; he mentioned that nothing has come back to the board showing any kind of analysis of what went wrong, and how we could do it better next time. Commissioner Hosmer gave the transition into the new billing software as an example. Mr. Hook explained the biggest problem with the billing software transition was that customers were not reading the notices we were putting out; he said many customers did not read the bill insert, nor did they read the emails, nor did they read the post on the website. Mr. Hook said there was one issue with the new billing software where we could no longer process auto draft through the online bill pay. Mr. Hook explained that we found out our customers didn't read their notices; they didn't realize their bills didn't get paid until the next billing cycle. Mr. Hook said customers called in, in the masses, and we only had four customer service representatives answering phones on top of their everyday responsibilities. Mr. Hook explained that staff did everything they could in their power to handle the situation sufficiently as possible.

EXECUTIVE SESSION:

Commissioner Laub made the motion for the board to enter executive session to discuss Consultation with Legal Counsel, pursuant to NCGS 143-318.11(a)(3); and Contract Negotiations, pursuant to NCGS 143-318.11 (a)(5); a vote was called, and the motion carried unanimously.

Commissioner Laub motioned for the board to return to open session; a vote was called, and the motion was carried unanimously.

It was said there was nothing to report out of the Executive Session.

Commissioner McCoy made the motion to increase Mr. Walker's salary to \$200,000 yearly; retroactive to January 1, 2023; a vote was called, and the motion was carried unanimously.

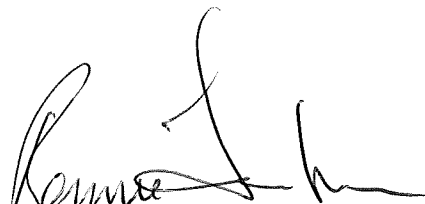
ANNOUNCEMENT OF NEXT MEETING:

Chairman Jenkins announced the next Regular Board Meeting to be April 19, 2023, at 6 p.m.; he said the meeting will be located at Belville Town Hall.

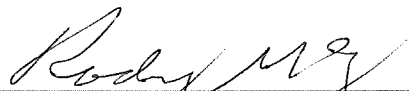
There was a brief discussion on future meeting dates; the board decided to move the July meeting to July 26, 2023.

ADJOURNMENT:

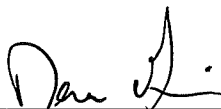
Commissioner Beer made the motion to adjourn the meeting at 7:54 p.m., a vote was called, and the motion was carried unanimously.



Ronnie Jenkins, Chairman



Rodney McCoy, Secretary



Deana Greiner, CMC Clerk to Board

4/19/20

Date of Approval