

BRUNSWICK REGIONAL WATER & SEWER H2GO  
REGULAR BOARD MEETING  
WEDNESDAY JUNE 21, 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, Rodney McCoy, Secretary, Commissioners Steve Hosmer, and Bill Beer. Present from H2GO was 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.

Absent from the meeting was Commissioner Barry Laub, Vice Chairman and Mr. Bob Walker, Executive Director.

DISCUSSION/ADJUSTMENT OF AGENDA:

Chairman Jenkins opened the floor for any adjustments to the agenda; Mr. Lane asked to add a report from Mr. Charlie Davis from the Wooten Company to New Business. Commissioner Beer made the motion to approve the agenda as amended; a vote was called, and the motion was carried unanimously.

CONSENT AGENDA:

Commissioner McCoy made the motion to approve the consent agenda which consisted of the May 17, 2023, Regular Board Meeting Minutes as presented. A vote was called, and the motion was carried unanimously.

COMMISSIONERS REPORT:

Commissioner Beer said that most comments he has heard regarding the RO Plant have been positive; he said he has received a few complaints about Chlorine. Chairman Jenkins mentioned most of the comments he has heard has also been positive. Members of the board thanked staff for doing a good job and keeping the positivity going.

PUBLIC COMMENTS:

Chairman Jenkins opened the floor for public comments.

Joann Levitan, Brunswick Forest: Mrs. Levitan wanted to know about the water testing and about the chlorine in the water; she also wanted to know when we would know it was safe to drink the water.

### OLD BUSINESS:

*Pool Policy:* Commissioner Hosmer presented to the board a pool policy addition; he summarized the policy to say that customers can dump and refill their pools at a discounted rate and if they do that, they would be required to display a sign. Discussion ensues. It was said that there needed to be some clarification with this policy. It was said that the discount rate for refilling the pool would only be given once and once only; not annually. It was said that if everyone were to drain their pool and refill them that we would be looking at close to two million gallons. There was concern expressed about whether there should be a requirement for notification before filling their pools to allow staff to manage. It was suggested that we don't actively promote this policy in the press due to the bad timing of the pressure issues in Compass Pointe. There was a brief discussion on demand; it was said that most of our demand comes from residential use. It was said that pool filling and irrigation services are non-essential and if the demand exceeded capacity, then those would be the first to be restricted. Mrs. Blair read the policy with all the discussed changes. Commissioner Hosmer made the motion to approve the pool policy as discussed; a vote was called, and the motion was carried unanimously.

### NEW BUSINESS:

*Charlie Davis with The Wooten Company:* Commissioner Hosmer mentioned the issue of Compass Pointe having low pressure; he wanted to know how this happened and what are the solutions for us to rectify the problem as quickly as possible. Mr. Davis began by explaining the model; he said the model has been 8 to 10 years in the making and that it is continuously updated and refined as more expansions occur and more data comes in. Mr. Davis explained the situation; he said Compass Pointe sits in the northern most part of the distribution system; it is essentially the end of the line. Mr. Davis explained that they have worked on and been working on a CIP project that is three phased; he explained the project had plans for looping lines to get more water to Compass Pointe. Mr. Davis said that only one of the three phases has been completed; he said as the other two phases are completed it will bring more water/pressure to Compass Pointe. Mr. Davis explained that when they ran the model, while still connected to the County, that it wasn't a completely accurate picture; he said now that the plant has been running that they have more accurate data. Mr. Davis said the model is now showing what is happening.

Mr. Davis explained that there were two solutions: one being short term and one being long term. Mr. Davis said the long-term solution would be for us to complete phase 2 of the CIP project; he explained the near-term solution would be to move the unused boost pump station from Brunswick Forest to Compass Pointe. Mr. Davis explained that the boost pump station shows merit; he said they will have to plug it into the model and see where it would work best. It was said that the boost pump station was subject to permit requirements from the State.



Mr. Davis explained another thing to do was to tweak operations; he mentioned that data showed a peak demand period between 4am and 6am. Mr. Davis explained that staff could change the high service pump schedule accordingly.

The discussion went to the near-term solution of the boost pump station. It was said the application process with the state could take a couple of weeks. It was said some things could be done congruent to the application process such as breaking down the boost pump station and preparing the site to help shorten the time frame of the project overall.

There was discussion on knowing this was going to be an issue in the beginning. It was said that the data was not there for the model to accurately predict what the pressures would be. Mr. Davis said the biggest issue is where Compass Point sits; it is now the furthest point out. Commissioner Hosmer mentioned the test that was done before the RO Plant came into operation. Mr. Davis explained that the test was done without the high service pumps; he explained that high service pumps are designed to fill the elevated tanks while adding additional pressure to the system. Mr. Davis said the pressures during that test were lower than the pressures we are seeing now.

Commissioner Hosmer asked what we should tell our customers regarding this issue and a solution. Mr. Davis stated customers should be told we provide high quality water; that we are working on a short-term solution that could be working within a couple of months.

It was said the time frame to complete the boost pump station will be mostly dependent on how fast the State approves the paperwork; it was said the project will be completed in house and that staff plans to work around the clock to get the project done as quickly as possible.

Commissioner Hosmer asked about irrigation; he wanted to know if it would make a difference to restrict irrigation to night hours only. Mr. Davis said that irrigation could have a significant impact on the system; he explained that to make a significant impact you would need to have 80 to 90% participation.

It was said that the long-term solution, Phase 2 of the CIP Project would be worked on parallel to the short-term solution. Mr. Davis explained that Phase 2 has already been designed and modified to the development going on in that area. Mr. Davis ended the conversation by explaining that where the short-term solution will help the long-term solution will help more.

*Deed of Dedication: Leland Brewery:* Mr. Lane presented to the board the Deed of Dedication for the Leland Brewery; he stated all was good. **Commissioner Beer made the motion to approve the Deed of Dedication for the Leland Brewery as presented; a vote was called, and the motion was carried unanimously.**

*Deed of Dedication: Cape Cottages:* Mr. Lane presented to the board the Deed of Dedication for Cape Cottages; he said there were some issues found by inspections that need to be fixed before we can accept the deed of dedication. **Commissioner Hosmer made the motion to approve the Deed of Dedication for Cape Cottages contingent upon them fixing the issues as stated by inspections; a vote was called, and the motion was carried unanimously.**

*Business Cards:* There was a brief discussion on business cards and their purpose. Chairman Jenkins cautioned the board from using their H2GO business cards at political functions. It was

said that 100 cards should be an adequate amount. Commissioner Hosmer made the motion for the board to receive 100 business cards a piece; a vote was called, and the motion was carried unanimously.

#### EXECUTIVE DIRECTOR'S REPORT:

It was reported that Mr. Walker was out on vacation.

#### ASSISTANT EXECUTIVE DIRECTOR'S REPORT-OPERATIONS:

*RO Plant Update:* Mr. Lane reported that the RO Plant was running well. Mr. Lane explained that staff have been actively flushing throughout the district; he reported that Xylem, the pump manufacturer, has agreed to replace all pumps and motors at all 10 well sites, free of charge. There was a suggestion in asking if we could keep any of the known working pumps as a backup.

*Water Shortage Response Plan:* Mr. Lane presented to the board the Water Shortage Response Plan; he explained it needed to be adopted by resolution as outlined by the State. Commissioner Hosmer made the motion to approve the Water Shortage Response Plan by resolution as presented; a vote was called, and the motion was carried unanimously.

#### ASSISTANT EXECUTIVE DIRECTOR'S REPORT-ADMINISTRATION:

*New Truck Bids:* Mr. Hook presented the board bids for two new trucks; he explained that these two trucks would be used by the new electrical/mechanical department. Commissioner McCoy made the motion to approve the purchase of two GMC trucks as presented; a vote was called, and the motion was carried unanimously.

#### FINANCE OFFICER'S REPORT:

*Check Register- May 1-31, 2023:* There was a brief discussion on checks paid to the County for Water; it was said because we are billed a month behind that there should be one last check paid to the County in June.

*May Financial Summary:* No comments were made regarding the May Financial Summary. Commissioner Hosmer made the motion to have the monthly financial statement posted on the H2GO's website; a vote was called, and the motion was carried unanimously.

*FY2023 Budget Ordinance Amendments:* Mr. Brown explained that we have had to pay an additional \$2.6 million dollars for water to the County; he said this amendment was just moving monies around between accounts to cover that cost. Mr. Brown also stated that the amendment included additional interest money and additional system development fees that we are expecting to receive by the end of the month. Commissioner McCoy made the motion to approve the FY2023 Budget Ordinance Amendment as presented; a vote was called, and the motion was carried unanimously.

*FY2024 Budget Ordinance:* Mr. Brown presented to the board the FY2024 Budget Ordinance; he explained that since the open enrollment period of the employee benefits it was found that



we are saving \$3400 this year. There were questions about adding so many new employees. The board discussed having a workshop to further discuss this item. It was said the budget needed to be approved before June 30, 2023; it was suggested that there could always be a budget amendment later if needed. **Commissioner Beer made the motion to approve the FY2024 Budget Ordinance as presented; a vote was called, and the motion was carried unanimously.**

The board discussed possible dates for a workshop meeting. **Commissioner McCoy made the motion for the board to hold a workshop meeting on June 29, 2023, at 10 am; a vote was called, and the motion was carried unanimously.**

*Rate & Fee Schedule:* Mr. Brown presented to the board the Rate and Fee Schedule; it was said that there were no usage rate increases in this schedule. It was said the only changes were in material costs. **Commissioner Hosmer made the motion to approve the Rate and Fee Schedule as presented; a vote was called, and the motion was carried unanimously.**

*Auditor Contract: Thompson, Price, Scott, Adams & Co:* Mr. Brown presented to the board the contract for audit from Thompson, Price, Scott, Adams, & CO; he explained that at the last meeting the board was concerned about a possible bill imposing fines for late audits. Mr. Brown explained to the board that this bill was recently vetoed; he also explained that the proposed fine had to do with sales tax and that it would not have applied to our organization. **Commissioner Beer made the motion to approve the auditor contract from Thompson, Price, Scott, Adams, & Co as presented; a vote was called, and the motion was carried unanimously.**

#### COMMUNICATIONS DIRECTOR'S REPORT:

*Communications Update:* Mrs. Blair gave the board a brief review of what was included in their packets; she stated pages 105-117 was the social media overview; pages 118-128 was commentary from various emails; page 129 was the Google performance report; page 130 was emails to the Compass Pointe District Reps; and page 132 was press releases that were sent through email through our billing system. Mrs. Blair also shared some positive comments from customers about their encounters with our staff.

The board asked Mrs. Blair what were the most asked questions out there. Mrs. Blair said the number one question was "is the water safe to drink; when is it safe to drink the water?" Mrs. Blair said the next most frequent questions were about flushing, taste, and smell.

#### ATTORNEY'S REPORT:

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

#### INFORMAL DISCUSSION:

Commissioner McCoy explained that the board and staff have worked hard, and our focus has been solely the RO Plant; he said now that we are finished that we need to start planning and moving to the what's next. The board agreed that this could be added to the workshop on June 29, 2023.

EXECUTIVE SESSION:

Commissioner Beer 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 Hosmer 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.

ANNOUNCEMENT OF NEXT MEETING:

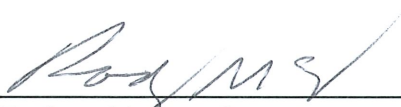
Chairman Jenkins announce the workshop meeting on June 29, 2023, at 10 a.m.; located at the Village Road office.


Chairman Jenkins announced the next Regular Board Meeting to be July 26, 2023, at 6 p.m.; he said the meeting will be located at Belville Town Hall.

ADJOURNMENT:

Commissioner McCoy made the motion to adjourn the meeting at 8:44 p.m., a vote was called, and the motion was carried unanimously.

  
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Ronnie Jenkins, Chairman

  
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Rodney McCoy, Secretary

  
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Deana Greiner, CMC Clerk to Board

7-26-23  
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Date of Approval