

BRUNSWICK REGIONAL WATER & SEWER H2GO
REGULAR BOARD MEETING
WEDNESDAY, JANUARY 17, 2024

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-Administration, Scott Hook, Assistant Executive Director-Administration, Ken Brown, Finance Officer, and Stephanie Blair, Communications Director, Jennifer Philips, Lead Accountant, Sara Meyer, Human Resource Director, Brenda Thurman, Customer Service Manager, Adrianna Weber, Engineering Director, and Deana Greiner, Clerk to the Board. Also, present was the attorney, Steve Coble.

DISCUSSION/ADJUSTMENT OF AGENDA:

Chairman Jenkins opened the floor for any adjustments to the agenda. Mr. Walker requested adding a Performance Guarantee for Pinewood Phase 1 Section 1A to New Business. 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 December 4, 2023, Regular Board Meeting Minutes, and the December 11-14, 2023, Design Charrettes Meeting Minutes. A vote was called, and the motion was carried unanimously.

PRESENTATION OF FY2023 AUDIT:

Mr. Alan Thompson was present from Thompson, Price, Scott, Adams, and Co to give the board a presentation of the FY2023 Budget Audit. Mr. Thompson said overall H2GO was financially in good shape.

COMMISSIONERS REPORT:

The board individually expressed their satisfaction with how well the staff has worked through the many transitions throughout the year, unphased by the many challenges we faced, and approaching those challenges with great stride. Members of the board expressed their enthusiasm in seeing what will come in this next year.

Commissioner McCoy said that now the RO Plant was completed; it was time to change our focus to other areas. Chairman Jenkins expressed that in the mist of all the changes; that our customers remained priority.

Chairman Jenkins stated that he wanted to do something different; he stated that each month one staff member present will be called on to share something positive.

PUBLIC COMMENTS:

Chairman Jenkins opened the floor for public comments.

Horace Ivey, Old Lanvale Road: Mr. Ivey expressed his concern over his property being flooded by drainage from our wellsite on Buckeye Road. Mr. Ivey explained that he had tried contacting Mr. Walker to see how this issue could be remedied; he explained that he felt like his issue was not being addressed properly. Mr. Ivey showed the board pictures of his property. After a brief discussion, the board asked staff to get Mr. Ivey's number and told him that someone would be getting in touch with him shortly; and that we would get this issue resolved.

OLD BUSINESS:

None discussed.

NEW BUSINESS:

Malmo Regional Pump Station Contract Award Recommendation – Well Brothers Construction in amount of \$1,618,039.94: Mr. Walker explained that this project went out for bid and only one bid was received; he explained that by statue it had to go out a second time for bidding. Mr. Walker explained that based on comments received that the second time changes were made regarding the area of disturbance criteria; and the timeframe for the electrical work. Mr. Walker stated that the second time, two bids were received, with the lowest bidder being Wells Brothers Construction. Mr. Walker explained that with this project there was a developer's agreement to pay a portion of the cost. Commissioner Hosmer made the motion to approve the Malmo Regional Pump Station Contract Award Recommendation to Wells Brothers Construction in the amount of \$1,618,039.94 as presented. A vote was called, and the motion was carried unanimously.

Malmo Regional Pump Station Pump Package (Hydromatic) Award Recommendation – ClearWater, Inc., in amount of \$77,777.00: Mr. Walker presented to the board a bid summary for the pump package for the Malmo Regional Pump Station; he explained that we received five proposals. Mr. Walker stated that it is recommended that we award the contract to ClearWater, Inc in the amount of \$77,777.00 Commissioner Beer made the motion to award the contract for the Malmo Regional Pump Station Pump Package to ClearWater, Inc in the amount of \$77,777.00 as presented. A vote was called, and the motion was carried unanimously.

Malmo Regional Pump Station Generator Package (MTU) Award Recommendation – Curtis Power Solutions in amount of \$84,934.00: Mr. Walker presented to the board an award recommendation for Curtis Power Solutions for the Malmo Regional Pump Station Generator Package; he explained that since the agenda packet went out, a second, cheaper option from the same company was given in the amount of \$84,551.34. Commissioner Laub made the motion to award the contract for the Malmo Regional Pump Station Generator Package to Curtis Power Solutions in the amount of \$84,934.34 as presented. A vote was called, and the motion was carried unanimously.

Malmo, To Goodman Water Line Extension Material Award Recommendation – Core & Main in the amount of \$1,136,706.88: Mr. Walker presented to the board the material award recommendation to Core & Main for the Malmo to Goodman waterline extension project in the amount of \$1,136,706.88. Commissioner McCoy made the motion to award the Malmo to Goodman waterline extension material contract to Core & Main in the amount of \$1,136,706.88 as presented. A vote was called, and the motion was carried unanimously.

Telehandler Purchase Recommendation – United Rentals in the amount of \$87,428.25: Mr. Walker presented to the board a quote for a telehandler from United Rentals in the amount of \$87,428.25. Mr. Walker explained that originally the staff was going to purchase a dump truck in the amount of \$108,000; he said that staff found that they could upfit one of the diesel trucks for that purpose. Mr. Walker explained that the telehandler would be used at the Wastewater Treatment Plant and the backhoe will be moved to the RO Plant. Commissioner Laub made the motion to approve the purchase of a telehandler from United Rentals in the amount of \$87,428.25. A vote was called, and the motion was carried unanimously.

Malmo Loop Pump Station & Force Main Sewer Project (Fund 48) Budget Ordinance: A budget ordinance creating Fund 48 for the Malmo Loop Pump Station & Force Main Sewer Project was presented, setting the budget for this project at \$5,000,000. Commissioner McCoy made the motion to approve the Fund 48 Budget Ordinance as presented. A vote was called, and the motion was carried unanimously.

Waterline Extension Project—Malmo Loop Rd to Goodman (Fund 23) Budget Ordinance: A budget ordinance creating Fund 23 for the Malmo Loop to Goodman Road Waterline Extension Project was presented, setting the budget for this project at \$2,000,000. Commissioner Beer made the motion to approve the Fund 23 Budget Ordinance as presented. A vote was called, and the motion was carried unanimously.

Performance Guarantee—Pinewood Phase 1 Sec 1A: Mr. Walker presented to the board a Performance Guarantee for Pinewood Phase 1 Sec 1A; he said the project was estimated to cost \$38,900 to finish and the performance guarantee was set at \$48,665. Commissioner Hosmer made the motion to accept the performance guarantee for Pinewood Phase 1 Section 1A as presented. A vote was called, and the motion was carried unanimously.

EXECUTIVE DIRECTOR'S REPORT:

RO Plant Update: Mr. Walker gave the board a snapshot of the RO Plant Operations. Mr. Walker said the average daily demand for the month of December was 2.5 MGD and the peak day demand was 2.7 MGD. Mr. Walker said that we have now produced over 80 million gallons of finished water with an average daily demand of 3.1MGD overall. There was a brief discussion on the cost of water; it was said that we were looking at \$1.34 per thousand gallons for operating cost and \$2.55 for debt services. Mr. Hook said we were last buying it from the county at \$5.34.

ASR Well Update: Mr. Walker stated that the injection phase of the ASR Well Test was completed at the end of December; he said the water will sit for 30 days. Mr. Walker said that after 30 days they can extract the water and test it for quality.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT-OPERATIONS:

Mr. Lane was out sick.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT-ADMINISTRATION:

Budget Process Discussion: Mr. Hook explained that with more projects going on, more staff, and more departments that the budget meetings will need to start earlier this year; he said the board needed to expect to meet sometime at the end of February/beginning of March.

HUMAN RESOURCE DIRECTOR'S REPORT:

Monthly Report: Mrs. Meyer pointed out the monthly report she provided and asked if the board had any questions. Chairman Jenkins wanted to know what the procedure was for complaints before it came to the board. Mrs. Myer explained that typically it should go to the direct supervisor then to upper leadership/human resources and lastly to the board. Mrs. Myer explained that she is currently working on updating the employee handbook; she said this item will be explained in the handbook.

Introduction of H2GO Engineering Director, Adrianna Weber, P.E. Mrs. Meyer introduced to the board Ms. Adrianna Weber as the new Engineering Director.

Chairman Jenkins asked that we make it a requirement that all new hires attend the first board meeting after being hired.

FINANCE OFFICER'S REPORT:

Check Register- December 1-31, 2023: Mr. Brown pointed out the check register for any questions the board may have.

November & December Financial Report: The board asked that the word “annual” be added to the column headings. Commissioner Hosmer made the motion to approve the November and December Financial Reports as presented for publishing. A vote was called, and the motion was carried unanimously.

FY2023-2024 Fund 50 Budget Amendment: Mr. Brown presented to the board a zero net change Fund 50 Budget Amendment; he explained that the changes were to cover the cost of the RO Plant Treatment materials and new vehicles. Commissioner Hosmer made the motion to approve the FY2023-2024 Fund 50 Budget Amendment as presented. A vote was called, and the motion was carried unanimously.

Amended Procurement Purchase Policy: Mr. Brown presented to the board some changes to the Procurement Purchase Policy; he said this was for the board’s review and would be on the agenda for approval at the next meeting.

Uniforms were mentioned. It was said that staff decided to continue with Cintas. It was said this item might need to be brought back for the board’s approval.

COMMUNICATIONS DIRECTOR'S REPORT:

Monthly Report: Mrs. Blair explained the items that were included in her report and asked if the Board had any questions. Commissioner Hosmer pointed out an article that was included in the packet regarding grants; it was said that the grants the article was referring to had to do with low-income areas. It was said that we did not have a big enough area with low-income families to qualify for those grants.

ATTORNEY'S REPORT:

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

INFORMAL DISCUSSION:

Commissioner Hosmer mentioned that he heard of other boards from other entities being bonded; he asked if this was something they needed to do. It was said that it was not necessary for our board members to be bonded.

EXECUTIVE SESSION:

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

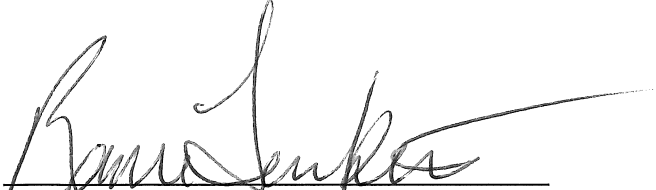
It was stated that there was nothing to report out of the executive session.

ANNOUNCEMENT OF NEXT MEETING:

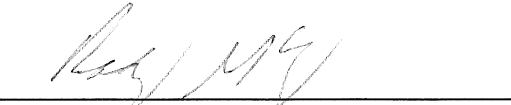
Chairman Jenkins announced the next Regular Board Meeting to be February 21, 2024, at Belville Town Hall at 6 p.m.

ADJOURNMENT:

Commissioner Beer made the motion to adjourn the meeting at 8:03 p.m., a vote was called, and the motion was carried unanimously.



Ronnie Jenkins, Chairman



Rodney McCoy, Secretary



Deana Greiner, CMC Clerk to Board



Date of Approval