

Lower Cape Fear Water & Sewer Authority
Regular Board Meeting Minutes

October 11th, 2021

Chairman Leonard called to order the Authority meeting scheduled on October 11, 2021, at 9:00 a.m. and welcomed everyone present. The meeting was held at the Authority's office located at 1107 New Pointe Boulevard, Suite 17, Leland, North Carolina. Director Milliken gave the invocation.

Roll Call by Chairman Leonard:

Present: Norwood Blanchard, Patrick DeVane, Wayne Edge, Harry Knight, Al Leonard, Al Milliken, Phil Norris, Charlie Rivenbark, Bill Sue, Frank Williams, and Rob Zapple

Present by Virtual Attendance: Jackie Newton, Bill Saffo, and Chris Smith

Absent: None

Staff: Tim H. Holloman, Executive Director; Matthew Nichols, General Counsel; Tony Boahn P.E., McKim & Creed, Patrick Flanagan, COG, Joshua Trouton, Computer Warriors, and Danielle Hertzog, Financial Administration Assistant

Guests Present: Anthony Colon, John Malone, Glen Walker, and Brian Mellor

Guests Virtual Attendance: Heidi Cox, Matt Hourihan, Buddy Harris, John Nichols, and Kenneth Waldrop

PLEDGE OF ALLEGIANCE: Vice-Chairman Rivenbark led the Pledge of Allegiance.

APPROVAL OF CONSENT AGENDA

C1 - Minutes of Regular Board Meeting September 13, 2021

C2 - Kings Bluff Monthly Operations and Maintenance

C3 - Bladen Bluffs Monthly Operations and Maintenance Reports

C4 - Resolution recognizing Imagine a Day without Water 2021

Motion: Director Norris **MOVED**; seconded by Director Blanchard, approval of the Consent Agenda Items as presented. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Wayne Edge	X			
Patrick DeVane	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris	X			
Al Milliken	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith	X			
Bill Sue	X			
Frank Williams	X			
Rob Zapple	X			
	14	0	0	0

A presentation was given by Brian Mellor regarding the overview of PowerSecure NESHAP Management Services.

NEW BUSINESS

NB1- Resolution Accepting the Lower Cape Fear Water and Sewer Authority Kings Bluff Regional Raw Water Supply Facilities FY 2021-2022 Annual Inspections Reports (Tony Boahn, P.E., McKim, and Creed).

As required by the Authority’s authorizing bond order and water supply agreements with its customers, McKim & Creed conducted the annual inspection of the King Bluff Raw Water Pump Station (KGRWPB) and submitted the *Lower Cape Fear Water & Sewer Authority Kings Bluff Regional Raw Water Supply Facilities FY 2021-2022 Annual Inspection Report*. Mr. Boahn provided a PowerPoint presentation of the Kings Bluff annual report with an overview of the system including: intake and pier, pump station, electrical building, generator facilities, the three million gallon ground tank, the booster pump station, raw water main right of way, and the new 54-inch parallel raw water main. Mr. Boahn commended Brunswick County on doing a magnificent job maintaining Kings Bluff due to only finding relatively minor concerns during the inspections. Mr. Boahn advised the pier and the building needs some repairs due to rot on the handrails and rotting floorboards. Tony did advise he knows Brunswick County is continually replacing boards to keep it serviceable. Mr. Boahn indicated the building has held up well for how old it is and for the moisture in the area where it is located. Director Knight wanted to confirm that the structure is still solid. Tony advised they did not see anything to show concern about the structure other than its age. Director Sue questioned the cost of replacing the complete pier with the same materials and the cost difference for concrete. Mr. Boahn advised \$900,000 for wood and \$1,500,000 for concrete. Mr. Boahn wanted to inform the Directors about the possibility of relocating the intake at the pier. He would like to relocate them to the pump station. Eliminate the need for the pier, and the blowing off the screens could be completed from the banks. He will need to go over some additional aerodynamics information later if the board would be interested. Director Zapple questioned why not use a manufactured product that would not rot? Mr. Boahn indicated manufactured product will still deteriorate over time and is not as permanent as concrete. He advised we do need to look at the total cost and maybe look at alternatives to treated lumber. Director Norris would like to explore moving the screens if it does not cause a technical problem. Director Zapple has concerns for boater and water safety due to missing signage in the water currently and in the future if we move the tanks on shore. Mr. Boahn advised they could install remote cameras on the bank and set up new safety measures to confirm a visual before you blow the screens because it does create a large hole in the water. Mr. Boahn advised no issues or concerns with the pump station. The air surge tanks look good as well. The County has been working on trying to keep those painted and coated over the past several years. The red light has been alarmed on that panel for the 12,000-gallon diesel fuel tanks. The alarm panel needs to be corrected, so it will signal if we leak. Mr. Boahn stated there is a minor amount of rust on the door to the generator building that can be addressed quickly. Mr. Boahn advised that the first 14 miles of the 54-inch pipelines right of way is clean, but the next 10 miles of the right of way is very overgrown in areas. Tony spoke with the inspector this morning, and the 54-inch pipeline has passed the pressure test. Therefore they are now working on the bypass at the Brunswick County Northwest Water Treatment Plant. Director Zapple questioned what was going on with the accuracy of the flow meters at the station. Is there a leak, and how much is the meter off? Tony advised Kings Bluff station has two meters, and our major customers all have their meters. When you add up the two meters of water leaving the station compared to the water, it is going to the meters, and there is a disparity. The deciding agreement was that LCFWASA would use the billing customers monitoring meters because they are newer and more accurate. We have not found any water leaks. The manual calculation of flow going and out matches the summary of the customer meters. It does not cost the customer any additional money or the Authority; it’s just a metering issue. We could replace the meters at a significant cost. Director DeVane would like to sure the right of ways are cleaning marked. Executive Director Holloman advised a study is being completed to look at updating signage every ten miles. Director Zapple and Newton fully support going forward with an annual inspection of Kings Bluff. Mr. Boahn concluded his report noting that upon inspection of the facility nothing major was found, and the identified items are typical maintenance needs. Tony said the pump station is in very good condition, and Brunswick County has stepped up its efforts in the past couple of years. A copy of the report is hereby incorporated as part of these minutes.

Motion: Director Norris **MOVED**; seconded by Director Blanchard, approval of the *Resolution Accepting the Lower Cape Fear Water & Sewer Authority Kings Bluff Regional Raw Water Supply Facilities FY 2021-2022 Annual Inspection Report* as presented. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Wayne Edge	X			
Patrick DeVane	X			

Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris	X			
Al Milliken	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith	X			
Bill Sue	X			
Frank Williams	X			
Rob Zapple	X			
	14	0	0	0

NB2- Resolution Accepting the Lower Cape Fear Water and Sewer Authority Bladen Bluff Regional Surface Water Treatment Facilities FY 2021-2022 Annual Inspections Reports (Tony Boahn, P.E., McKim, and Creed).

The Authority’s Special Facility Revenue Bond Series 2010 requires an annual inspection of the Bladen Bluffs Regional Surface Water Treatment facilities by a qualified engineer to report on readiness, identify any deficiencies and make recommendations on needed repairs and capital improvements. McKim & Creed conducted the inspection and submitted the report dated September 2021. Mr. Boahn presented a PowerPoint presentation of the results and findings of the inspection which included the intake and raw water pump station, treatment processes, residuals basins, chemical systems and administrative facilities. Mr. Boahn concluded by saying the items identified in the report are very minor, maintenance items and the facility is well maintained. There is no cause for concern on an operational standpoint. A copy of the report is hereby incorporated as part of these minutes

Motion: Director Knight **MOVED**; seconded by Director Edge, approval of the Resolution Accepting the Lower Cape Fear Water & Sewer Authority Bladen Bluffs Regional Surface Water Treatment Facilities Fiscal Year 2021-2022 Annual Inspection Report as presented. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Wayne Edge	X			
Patrick DeVane	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton				X
Phil Norris	X			
Al Milliken	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith	X			
Bill Sue	X			
Frank Williams	X			
Rob Zapple	X			
	13	0	0	0

ENGINEER’S COMMENTS

No comments

ATTORNEY COMMENTS

No comments

EXECUTIVE DIRECTOR REPORT

EDR1 – Comments on Customers’ Water Usage and Raw Water Revenue for Fiscal Year to Date Ending September 30, 2021

Executive Director Holloman reported that during the Month of September 2021, Brunswick County and CFPWA were both above projections. Pender County was just below projections. Monthly revenue was up as well.

EDR3 – Summary of Activities

Executive Director Holloman informed the board that he Presented 50th Anniversary Plaques to Brunswick and Columbus County. Executive Director Holloman had a “Take or Pay” discussion with Partners on September 14 and continued working with McKim & Creed, CFPWA, Brunswick County, and Pender County Utilities on a presentation for the upcoming NC-AWWA-WEA conference in November. CIP updates with Sean Kenyon and McKim & Creed are ongoing. Partnered with CFPWA and had a booth at the Wilmington Business Expo on October 7, 2021.

CLOSED SESSION

CS1 - Closed Session in Accordance with NCGS§143-318.11(a)(3) to discuss with our attorney a matter within the attorney-client privilege

DIRECTOR’S COMMENTS AND/OR FUTURE AGENDA ITEMS

Director Williams would like an executive summary page next year regarding the Annual Inspections. Executive Director Holloman questioned if LCFWASA needed to submit an RFP for the auditor’s contract. The Directors agreed to keep the current auditor contract until this agreement is completed in five years.

PUBLIC COMMENT

No comments

ADJOURNMENT

There being no further business, Chairman Leonard adjourned the meeting at 10:15 a.m.

Respectfully Submitted:


Norwood Blanchard, Secretary