

Lower Cape Fear Water & Sewer Authority
 Regular Board Meeting Minutes
 February 14th, 2022

Chairman Rivenbark called to order the Authority meeting scheduled on February 14th, 2022, 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 Leonard gave the invocation.

Roll Call by Chairman Rivenbark:

Present: Norwood Blanchard, Patrick DeVane, Wayne Edge, Harry Knight, Al Leonard, Jackie Newton, Phil Norris, Scott Phillips, Charlie Rivenbark, Chris Smith, and Bill Sue

Present by Virtual Attendance: Jackie Newton, Phil Norris, Bill Saffo, Frank Williams, and Rob Zapple

Absent: None

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

Guests Present: Ken Waldroup Cape Fear Public Utility Authority Executive Director; Sean Kenyon P.E., McKim & Creed; Glenn Walker, Brunswick County Water Resources Manager, and Kenny Keel Pender County Public Utilities Director

Guests Virtual Attendance: Tom Hendrick, Pender County Utilities; John Nichols, Brunswick County Public Utilities Director; John, Cape Fear Public Utility Authority Water Resources Manager; Heidi Cox, NC DEQ Regional Engineering Supervisor, Division of Water Infrastructure and Joshua Trouton, Computer Warriors

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

APPROVAL OF CONSENT AGENDA

C1 - Minutes of January 10, 2022, Regular Board Meeting

C2 - Kings Bluff Monthly Operations and Maintenance Reports

C3 - Bladen Bluffs Monthly Operations and Maintenance Reports

C4 - Line-Item Adjustment for January 31, 2022

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

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

OLD BUSINESS

OB1 – Resolution for a Letter of Response to Financial Performance Areas of Concern for LGC

Executive Director Holloman advised the letter was requested to be sent to the Local Government Commission as recommended by Auditors.

Motion: Director Leonard **MOVED**; seconded by Director Knight. 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			
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith	X			
Bill Sue	X			
Frank Williams	X			
Rob Zapple	X			
	14	0	0	0

NEW BUSINESS

NB1 – Resolution Awarding Annual Audit Contract for Fiscal Year Ending June 30, 2022, to Thompson, Price, Scott, Adams & Co. P.A in the amount of \$8,000.00

Executive Director Holloman advised that the audit firm had new staff work on the previous year's audit. After four years, we will go out for an RFP for another auditor.

Motion: Director Sue **MOVED**; seconded by Director Edge, approval of the Resolution to Award Annual Audit Contract to Thompson, Price, Scott, Adams & Co. P.A. 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			
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith	X			
Bill Sue	X			
Frank Williams	X			
Rob Zapple	X			
	14	0	0	0

NB2 – Draft Master Plan for 25 Year Planning Period FY 2022-2046 Presentation by Sean Kenyon with McKim & Creed

Sean Kenyon met with Long Range Planning Committee back in December of 2021. McKim & Creed was tasked with creating a 25-year outlook for projects that needed to be completed within that period. The projects were identified with categories that included capacity, renewal and rehabilitation, efficiency, and any maintenance over those 25 years. Each project was assigned a criticality score of one, two, or three. We always strived to ensure that we have enough water to drive to the system and convey to all our customers. The lifecycle of items also had to be looked at in the planning criticality. The current master plan is in today's dollar; however, since the master plan will be reviewed annually, the cost will increase to reflect the market. One of the main projects that have been updated is the parallel raw water main coming from the ground storage tank to CFPWA. This project was originally scheduled

beyond 2046, but with the recent leak, this project has been moved up to 2023. KB 9 Right of Way Acquisitions has been moved up a couple of years due to direction from the board. KB 11 Intermediate Booster Pump Station Shelter was also a board member's concern, but after reviewing all projects and criticality, this project will remain as is. Two new projects have been added, KB17, which is the pigging of the 48-inch water main from the ground storage tank down to CFPWA. This is because there was a lot of sand found in the pipe during the break in the line. This pigging cost is higher because the necessary infrastructure will need to be installed first and then the pigging completed. The second new project is now KB15 48-inch parallel raw water US 421 will be a long parallel line from the ground storage down to the CFPWA meter vault. Director Zapple had a concern about the projections for Pender County since they were completed back in 2018, and Pender County is continually growing in population. Kenny Keel advised he feels comfortable with the predictions and states they are accurate. He also advised Pender County will have additional sources that will help meet the demand. Director Williams advised adopting the project plan, understanding that funding sources and methodologies were a future discussion, and that point was affirmed.

Motion: Director Williams **MOVED**; seconded by Director Sue, approval of NB3 Draft Master Planning Document. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

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

NB3 A) Resolution of Lower Cape Fear Water & Sewer Authority Exempting Lower Cape Fear Water & Sewer Authority from The Provisions of N.C.G.S. §143-64.31 for Professional Consulting Engineering Services for Kings Bluff Air Backwash and Walkway System Alternative Evaluation.

Under North Carolina law, when a public entity such as the Authority solicits bids from engineers, surveyors, and architects, they must go through a request for proposal process where the applicants' qualifications are considered without consideration of price. However, if the projected cost of the service is less than \$50,000.00, the entity has the right to exempt itself from that process. Approval of the presented resolution waives this requirement for a proposal submitted by McKim & Creed per proposal 220407 in the fixed amount of \$7,000.00 for Professional Consulting Engineering Services for Kings Bluff Air Backwash and Walkway System Alternative Evaluation.

Motion: Director Leonard **MOVED**; seconded by Director Sue, approval Exempting LCFWASA from the Provisions of N.C.G.S. §143-64.31. 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			
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo	X			
Chris Smith	X			
Bill Sue	X			
Frank Williams	X			
Rob Zapple	X			
	14	0	0	0

NB3 B – Resolution for Professional Consulting Engineering Services for Kings Bluff Air Backwash and Walkway System Alternative Evaluation

Tony Boahn advised this is one of our CIP projects to replace the old air backwash system and walkway at Kings Bluff. The project was estimated to be around one million to one and half million. The project would replace the approximately 1,000 feet of walkway and two wooden buildings that hold the air tanks. These air tanks are used to blow air back through the screen to remove the silt off the screens. Mr. Boahn has been working with the screen manufacturers to see if the air tanks could be moved onto the banks to eliminate a thousand feet of walkway. The manufacturers have given preliminary indications that it is technically feasible. This is for a top-level evaluation to generate an approximate cost. Tony advised we have an application to prepare and submit to Drinking water SPF for the walkway.

Motion: Director Blanchard **MOVED**; seconded by Director Edge, approval of NB3 B Resolution for Professional Consulting Engineering Services for Kings Bluff Air Backwash and Walkway System Alternative Evaluation. 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			
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo				X
Chris Smith	X			
Bill Sue	X			
Frank Williams	X			
Rob Zapple	X			
	13	0	0	1

NB4 A) Resolution of Lower Cape Fear Water & Sewer Authority Exempting Lower Cape Fear Water & Sewer Authority from The Provisions of N.C.G.S. §143-64.31 for Professional Consulting Engineering Services for Existing 48” Aerial Crossing at Livingston Creek Structural Design for Access Platform.

Under North Carolina law, when a public entity such as the Authority solicits bids from engineers, surveyors, and architects, they must go through a request for proposal process where the applicants’ qualifications are considered without consideration of price. However, if the projected cost of the service is less than \$50,000.00, the entity has the right to exempt itself from that process. Approval of the presented resolution waives this requirement for a proposal

submitted by McKim & Creed per proposal M&C 220423 in the fixed amount of \$9,800.00 Professional Consulting Engineering Services for Existing 48” Aerial Crossing at Livingston Creek Structural Design for Access Platform.

Motion: Director Leonard **MOVED**; seconded by Director Sue, approval Exempting LCFWASA from the Provisions of N.C.G.S. §143-64.31. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	For	Against	Abstained	Absent
Norwood Blanchard	X			
Wayne Edge	X			
Patrick DeVane	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris	X			
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo				X
Chris Smith	X			
Bill Sue	X			
Frank Williams	X			
Rob Zapple	X			
	13	0	0	1

NB4 B – Resolution for Professional Consulting Engineering Services for Existing 48” Aerial Crossing at Livingston Creek Structural Design for Access Platform

Motion: Director DeVane **MOVED**; seconded by Director Williams, approval of NB4 B Resolution for Professional Consulting Engineering Services for Existing 48” Aerial Crossing at Livingston Creek Structural Design for Access Platform. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	For	Against	Abstained	Absent
Norwood Blanchard	X			
Wayne Edge	X			
Patrick DeVane	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris	X			
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo				X
Chris Smith	X			
Bill Sue	X			
Frank Williams	X			
Rob Zapple				X
	12	0	0	2

NB5 – Presentations by Tony Boahn regarding the 10-Mile Parallel Raw Water Main Preliminary Cost Estimates

Tony Boahn advised this presentation is regarding the second ten miles of the pipeline where the leak occurred. Option one is to continue the current 48-inch pipeline with the same 48-inch parallel raw water main with a price of 54.3 million. Then we have option two, which utilizes a 36-inch parallel raw water main with a price of 47.3 million. Based on a pure capacity standpoint, Mr. Boahn advised he feels the 36-inch pipeline is a real possibility. The cost estimates were sixty million in the CIP, so both are within those numbers. Both assessments have been quoted with directional drilling under the Cape Fear River. That is an expensive endeavor being around a thousand dollars per foot. A detailed engineering study will need to be performed on this parallel raw water main just like we did on the 54-inch parallel raw water main. We looked at different sizes, materials, energy costs, and every piece and part to

make the best decision on that pipe size and material. There's a possibility we can open cut the river, and there's a lot of environmental issues. You must work with the Corps of Engineers, CAMA, and the State of North Carolina.

ENGINEER'S COMMENTS

Tony Boahn gave an update on the 54-inch parallel raw water main. The interconnections are still scheduled to be completed by April 26, 2022, with the original schedule being May 2022; therefore, the contractor is still one month ahead of schedule. There is a small leak at one of the ground tanks near a valve, this is not a significant leak, and Brunswick County is digging down to locate the leak today, February 14, 2022.

Tony Boahn advised that the leak in the 48" pipeline located at the southwest side of the Cape Fear River just behind the former DAK site has had 200 feet of restrained joint pipe replaced. The line stops and bypass was disengaged on January 19, 2022. The line ran for several days to make sure there were no issues. On January 24, a minor leak was discovered at valve, and it was a minor repair. Operational testing has been completed, and the line stops and bypass has been removed. The final cleanup is underway now.

ATTORNEY COMMENTS

No comments

EXECUTIVE DIRECTOR REPORT

EDR1 – Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending January 31, 2022

Executive Director Holloman reported that during the month of January 2022, Pender County was above projections. Brunswick County and CFPUA were below projections. Monthly revenue was down last month.

DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS

Director Leonard wants an update on the Lock and Dam. No new updates. It was confirmed that the Army Corps of Engineers have six million dollars for maintenance. It has been estimated that twenty-four million would be needed for all three lock systems.


PUBLIC COMMENT

No comments

ADJOURNMENT

There being no further business, Chairman Rivenbark adjourned the meeting at 10:02 a.m.

Respectfully Submitted:



Harry Knight, Secretary