

Lower Cape Fear Water & Sewer Authority
Regular Board Meeting Minutes

November 9, 2020

Chairman Milliken called to order the Authority meeting scheduled on November 9, 2020 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 Milliken:

Present: Norwood Blanchard, Trent Burroughs, Wayne Edge, Harry Knight, Patricia Kusek, Al Leonard, William Milliken, Jackie Newton, Charlie Rivenbark, Phil Norris, William Sue, and Frank Williams

Present by Internet or Telephone: Bill Saffo and Patrick DeVane

Absent: none

Staff: Tim H. Holloman, Executive Director; Matthew Nichols, General Counsel; Tony Boahn P.E., McKim & Creed, and Allison Covington, Financial Administration Assistant

Guests Present: Rick Benton

PLEDGE OF ALLEGIANCE: Director Knight led the Pledge of Allegiance.

APPROVAL OF CONSENT AGENDA

C1 - Minutes of Regular Board Meeting October 12th, 2020

C2 - Kings Bluff Monthly Operations and Maintenance Report

C3 - Bladen Bluffs Monthly Operations and Maintenance Reports

C4- Budget Amendment #3

Motion: Director Burroughs MOVED; seconded by Director Williams, approval of the Consent Agenda Items as presented. Upon roll call vote, the **MOTION CARRIED.**

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

OLD BUSINESS

OB-1 Resolution Committing the Authority to Working with Wilmington Business Development and Pender County to Investigate the Possibility of Working on a Joint Project to Pretreat Wastewater in the Pender County Industrial Park

Rick Benton of Wilmington Business Development (WBD) stated that was no new information to report, and requested the Boards consideration of the original proposed plan to collaborate with Pender County to evaluate the concept of a Pretreatment Facility at Pender Commerce Park. Director Newton stated, as a representative of the Pender County Board, Pender County is feels that Pender County and LCFWASA would benefit from the collaboration consideration. Director Newton felt the potential increase in job opportunities was validation for consideration. Director Williams supported Director Newton’s position, but felt that there should be a wording change in the Resolution that the LCFWASA commit to “exploring” the concept, instead of committing to the concept of the Pretreatment Facility.

Motion: Director Williams MOVED; seconded by Director Blanchard, approval of the *Committing the Authority to exploring Working with Wilmington Business Development and Pender County to Investigate the Possibility of Working on a Joint Project to Pretreat Wastewater in the Pender County Industrial Park* . Upon roll call vote, the **MOTION CARRIED.**

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

NEW BUSINESS

NB1- Resolution Accepting the Lower Cape Fear Water & Sewer Authority Bladen Bluffs Regional Raw Water Supply Facilities FY 2019-2020 Annual Inspection Report (Tony Boahn, P.E. McKim & Creed)

Tony Boahn presented updates to the Board of the Bladen Bluffs’ Regional Surface Water Treatment Facilities and projects. The Cape Fear River Bank Restoration is complete. The deck and hand rails on the walkway to intake have been recently replaced. He also stated that erosion was found in the Restoration project and the Contractor has been notified to reseed the area. The Filter Pipe and Valve Gallery Structure walls have minor leaks and are under observation. The GAC Vessels are leaking and showing some corrosion and the Mag Meter display needs a cover. These items are also under observation and very minor.

Motion: Director Edge MOVED; seconded by Director Kusek, approval of *the Resolution Accepting the Lower Cape Fear Water & Sewer Authority Bladen Bluffs Regional Raw Water Supply Facilities FY 2019-2020 Annual Inspection Report*. Upon roll call vote, the **MOTION CARRIED**.

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

NB 2- Adopt a Public Hearing Date for Proposed Raw Water Rate Increases

Executive Director Holloman requested to set a Public Hearing Date for proposed rate increases in the Raw Water Rates for December 14, 2020.

Motion: Director Kusek MOVED; seconded by Director Blanchard, approval of *the Adoption of a Public Hearing Date for Proposed Raw Water Rate Increases*. Upon roll call vote, the **MOTION CARRIED**.

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

ENGINEER’S COMMENTS

Tony Boahn reported completion of the Raw Water Main Easement Research project. Research was done on property ownership and graphical plots. A total of nine easements were found, seven in Brunswick County and two in New Hanover County. All easements, with the exception of DuPont, have a width of 75 feet. DuPont is only 40 feet and would require additional easement in order to create another pipeline.

ATTORNEY COMMENTS

Attorney Nichols reported that a letter was sent via regular mail and certified to the owner of the property located in. It was received on October 26th and Chairman Milliken recommended that a reminder letter be sent in January if there is no response.

EXECUTIVE DIRECTOR REPORT

EDR1 – Comments on Customers’ Water Usage and Raw Water Revenue for Fiscal Year to Date Ending October 31, 2020

Executive Director Holloman reported that during the Month of October 2020, Brunswick County, and CPFUA’s usage fell slightly below projection for the month, but expected to increase in November. Pender County is slightly below projections, but is working to increase usage. He states that projected revenue for the year is below \$40,000 projections, and suggested revisiting in a few months financing, instead of purchasing the truck scheduled to acquire this fiscal year.

EDR2- Quarterly Report

Executive Director Holloman reported that expenses are within projected amounts, and Sales Tax refund revenue was received at 120% of projected amount.

DIRECTOR’S COMMENTS AND/OR FUTURE AGENDA ITEMS

None

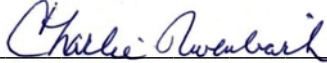
PUBLIC COMMENT

None

ADJOURNMENT

There being no further business, Chairman Milliken adjourned the meeting at 9:57 a.m.

Respectfully Submitted:



Charlie Rivenbark, Secretary