

Lower Cape Fear Water & Sewer Authority
Regular Board Meeting Minutes
February 9th, 2026

Chairman Phillips called to order the Authority meeting scheduled on February 9th, 2026, 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 Vice-Chairman Leonard:

Present: Damien Buchanan, Patrick DeVane, Wayne Edge, Jerry Groves, Harry Knight, Al Leonard, Scott Phillips, Chris Smith, Bill Sue, Phil Tripp, Frank Williams, and Rob Zapple

Present by Virtual Attendance: None

Absent: Chakema Clinton-Quintana and Bill Saffo

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

Guests Present: Stephen McAleer, Computer Warriors; David Carson, Brunswick County Kings Bluff Water Resource Supervisor; Chris Giesting, Brunswick County Water Resources Manager; Benjamin Kearns, Cape Fear Public Utility Authority Water Resources Manager Water Treatment; Ken Waldroup, Cape Fear Public Utility Authority Executive Director; David Fournier, HDR Construction Services; Sam Shumate, Electus Governmental Affairs; Colby Sawyer, Pender County Manager

Guests Virtual Attendance: Heidi Cox, NC DEQ Regional Engineering Supervisor, Division of Water Infrastructure; Aaron Smith, Brunswick County Director of Fiscal Operations; Eileen Callori, Brunswick County Deputy Finance Officer; John Nichols, Brunswick County Public Utilities Director; Kevin Morris, Cape Fear Public Utility Authority Deputy Director; James Proctor, Pender County Interim Utilities Director; Erin Jones, Pender County Utilities Water Treatment Plant Superintendent; Will Shull, HDR Associate Vice President

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

REVISING THE AGENDA

Chairman Phillips requested the Board's consideration to revise the agenda by combining NB2, NB3, and NB4 for the matter of appointing Chakema Clinton- Quintana to the Finance, Personnel, and Long-Range Planning Committees. Also, Chairman Phillips would like to add EDR3, the Executive Director's Summary of Activities, to the Executive Director Reports.

Motion: Director Leonard **MOVED**; seconded by Director Buchanan, approval of revising the agenda. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

APPROVAL OF CONSENT AGENDA

C1 – Minutes of January 12, 2026, Regular Board Meeting

C2 – Kings Bluff Monthly Operations and Maintenance Report

C3 – Bladen Bluffs Monthly Operations and Maintenance Reports

C4 – Line-Item Adjustment for December 31, 2025

Motion: Director DeVane **MOVED**; seconded by Director Knight, approval of the Consent Agenda Items. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

PRESENTATION TO: Charlie Rivenbark, City of Wilmington, by Chairman Scott Phillips

Chairman Phillips stated the Board has a certificate and gift card for Charlie Rivenbark in recognition and appreciation for his distinguished service to the Authority since 2016. Mr. Rivenbark was not present.

PRESENTATION: Sam Shumate, Electus Governmental Affairs Update

Sam Shumate wanted to thank the board members who attended the Legislative luncheon in January 2026. Mr. Shumate advised that this is a great way to keep issues and concerns in front of Raleigh representatives. Regarding state funding, the Authority's primary legislative request during the last session was approximately \$5 million for the Fourth Pump Station project. Due to the absence of an approved state budget, no funding was provided at the General Assembly level. The budget outlook in Raleigh remains uncertain, though leadership has indicated its intent to pass a budget this year. Legislative representatives will continue to monitor developments and pursue all viable avenues for funding.

At the federal level, outreach efforts began shortly after engagement last year. Working in coordination with staff, the Authority successfully secured \$750,000 in federal earmark funding for the Kings Bluff Pump Station project. While this does not cover the full project cost, it represents meaningful progress and strengthens future funding requests.

NEW BUSINESS

NB1- Election of New Secretary to the Authority's Board of Directors Officers for the remaining term of 2026

Chairman Phillips appointed Chakema Clinton-Quintana as the Secretary.

Motion: Director Edge **MOVED**; seconded by Director Buchanan, approval of the Election of New Secretary to the Authority's Board of Directors Officers for the remaining term of 2026. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

NB2, NB3, & NB4 - Appointment of Chakema Clinton-Quintana to the Calendar Year 2026 Finance Committee, Personnel Committee, and Long-Range Planning Committee by Chairman Phillips

Chairman Phillips appointed Chakema Clinton-Quintana as the Secretary to the Finance, Personnel, and Long-Range Planning Committees.

Motion: Director Zapple **MOVED**; seconded by Director Buchanan, approval of the Appointment of Chakema Clinton-Quintana to the Calendar Year 2026 Finance Committee, Personnel Committee, and Long-Range Planning Committee by Chairman Phillips. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

NB5- Budget Amendment #1

Motion: Director DeVane **MOVED**; seconded by Director Williams, approval of the Budget Amendment #1. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

NB6- Resolution Awarding Annual Audit Contract for Fiscal Year Ending June 30, 2026, to Thompson, Price, Scott, Adams & Co. P.A. in the Amount of \$9,000.00

Motion: Director Knight **MOVED**; seconded by Director Williams, approval of the Resolution Awarding Annual Audit Contract for Fiscal Year Ending June 30, 2026, to Thompson, Price, Scott, Adams & Co. P.A. in the Amount of \$9,000.00. Upon voting, the **MOTION CARRIED UNANIMOUSLY**

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 November 30, 2025

Executive Director Holloman reported that Pender County exceeded projections in January.

DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS

No comments.

PUBLIC COMMENT

No comments.

CLOSED SESSION

Chairman Phillips requested a motion to go into a closed session in accordance with NCGS §143-318.11(a)(3) to discuss with our attorney a matter within the attorney-client privilege.

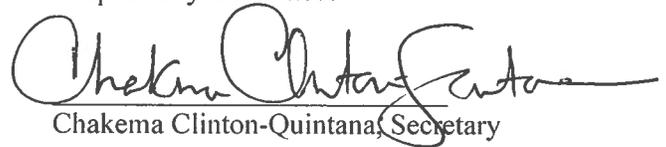
Motion: Director Williams **MOVED**; seconded by Director Leonard, to go into closed session in accordance with N.C.G.S. §143-318.11(a)(3) to discuss with our attorney a matter within the attorney-client privilege). Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

At 9:24 a.m., the board went into closed session. At 9:50 a.m., the board returned to open session. Discussion only; no action taken.

ADJOURNMENT

There being no further business, Chairman Phillips adjourned the meeting at 9:54 a.m.

Respectfully Submitted:


Chakema Clinton-Quintana, Secretary