

Lower Cape Fear Water & Sewer Authority  
Regular Board Meeting Minutes  
March 14<sup>th</sup>, 2022

Chairman Rivenbark called to order the Authority meeting scheduled on March 14<sup>th</sup>, 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 Norris gave the invocation.

**Roll Call by Chairman Rivenbark:**

**Present:** Norwood Blanchard, Patrick DeVane, Wayne Edge, Harry Knight, Al Leonard, Phil Norris, Scott Phillips, Charlie Rivenbark, Frank Williams, and Rob Zapple

**Present by Virtual Attendance:** Jackie Newton and Chris Smith

**Absent:** Bill Saffo and Bill Sue

**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; Glenn Walker, Brunswick County Water Resources Manager, and Heidi Cox, NC DEQ Regional Engineering Supervisor, Division of Water Infrastructure

**Guests Virtual Attendance:** Tom Hendrick, Pender County Utilities; John Malone, Cape Fear Public Utility Authority Water Resources Manager; Matt Hourihan, Cape Fear Public Utility Authority Assistant Operations Director; Jordan Clark, Computer Warriors; and Shirley Lawler

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

Director Williams made a motion to excuse Director Sue's absence from the March 14, 2022, Board meeting.

**Motion:** Director Williams **MOVED**; seconded by Director Knight, approval of excusing Director Sue. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	For	Against	Abstained	Absent
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	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			
Total	11	0	0	3

**APPROVAL OF CONSENT AGENDA**

**C1 - Minutes of February 14, 2022, Regular Board Meeting**

**C2 - Minutes of December 13, 2021, Long Range Planning Committee Meeting**

**C3 - Kings Bluff Monthly Operations and Maintenance Report**

**C4 - Bladen Bluffs Monthly Operations and Maintenance Reports**

**C5 - Budget Amendment #1**

**C6 - Final Master Planning Document**

**C7 - Resolution by Governing Body of Applicant for Replacement of the Walkway and Air Backwash Building at Kings Bluff Raw Water Pump Station**

**C8 - Resolution by Governing Body of Applicant for the Addition of a Fourth Raw Water Pump at Kings Bluff Raw Water Pump Station**

**C9 - Resolution by Governing Body of Applicant for the Addition of a New Standby Generator and a New Generator Building at Kings Bluff Raw Water Pump Station**

Director Williams requested C1 minutes for February 14, 2022, to be updated with the note that we were adopting the project plan, understanding that funding sources and methodologies were a future discussion, and that point was affirmed.

**Motion:** Director Blanchard **MOVED**; seconded by Director Williams approval of the Consent Agenda Items C2-C9 as presented. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	For	Against	Abstained	Absent
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	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			
	11	0	0	3

**OLD BUSINESS**

**OB1 – Resolution Requesting Funding of a 10 Mile Parallel Line for the Lower Cape Fear Water and Sewer Authority**

Executive Director Holloman advised this resolution is also being considered by CFPUA and has already been approved by Bladen County. This is an additional step for funding the Parallel line to the 48-inch raw water main that supplies Pender County, CFPUA, and several industries on US 421. Director Zapple requested the statement, “should the Authority bear the costs for this project alone, the impact would cause our utility to double the rates and charges to our customers, from 0.33 per 1,000 gallons to 0.66 per 1,000 gallons” to be removed from the resolution.

**Motion:** Director Williams **MOVED**; seconded by Director Norris, approval Resolution Requestion Funding with remove of statement. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	For	Against	Abstained	Absent
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	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			
	11	0	0	0

**NEW BUSINESS**

**NB1 – Replacement of office lighting fixtures throughout LCFWASA**

**Motion:** Director Leonard **MOVED**; seconded by Director Edge, approval of the Replacement of office lighting fixtures throughout LCFWASA. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	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			
	11	0	0	3

**NB2 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 the NC Division of Water Infrastructure State Revolving Fund Planning Study Grant Application Preparation for Rate Study**

**Motion:** Director Zapple **MOVED**; seconded by Director Leonard, approval of 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			
Patrick DeVane	X			
Wayne Edge	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

**NB2 B - Resolution for Professional Consulting Engineering Services for the NC Division of Water Infrastructure State Revolving Fund Planning Study Grant Application Preparation for Rate Study.**

**Motion:** Director Norris **MOVED**; seconded by Director Leonard, approval Resolution for Grant Application Preparation for Rate Study. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	For	Against	Abstained	Absent
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	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

**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 January 31, 2022**

Executive Director Holloman reported that during the month of February 2022, CFPUA was above projections. Brunswick County and Pender County were below projections. Monthly revenue was slightly up last month. Compass Pointe contacted Executive Director Holloman about purchasing seasonal raw water for their irrigation systems. This is in the beginning phases, and LCFWASA is working with Tony Brohan and Brunswick County.

**DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS**

Director Zapple would like an update on cyber security.

**PUBLIC COMMENT**

No comments

**ADJOURNMENT**

There being no further business, Chairman Rivenbark adjourned the meeting at 9:23 a.m.

Respectfully Submitted:

  
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 Harry Knight, Secretary