

Lower Cape Fear Water & Sewer Authority
Regular Board Meeting Minutes
April 8, 2024

Chairman Knight called to order the Authority meeting scheduled on April 8th, 2024, at 9:05 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 Knight:

Present: Norwood Blanchard, Patrick DeVane, Wayne Edge, Harry Knight, Al Leonard, Scott Phillips, Charlie Rivenbark, Chris Smith, Bill Sue, Phil Tripp, Frank Williams, and Rob Zapple

Present by Virtual Attendance: Jackie Newton and Bill Saffo

Absent: None

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

Guests Present: Glenn Walker, Brunswick County Water Resources Manager; Jorgen Holmberg, Computer Warriors; Anthony Colon, Pender County Utilities Director of Utilities; James Proctor, Pender County Utilities Deputy Director of Utilities; and Tom Hendrick, Pender County Utilities Water Treatment Plant Superintendent

Guests Virtual Attendance: Craig Wilson, Cape Fear Public Utility Authority Engineering Manager; and John Nichols, Brunswick County Public Utilities Director

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

APPROVAL OF CONSENT AGENDA

C1 – Minutes of March 11, 2024, Regular Board Meeting

C2 – Minutes of March 11, 2024, Finance Committee Meeting

C3 – Kings Bluff Monthly Operations and Maintenance Report

C4 – Resolution Adopting the Lower Cape Fear Water & Sewer Authority's Local Water Supply Plan for Kings Bluff Raw Water Pump Station, PWSID 50-09-013, for calendar year 2023.

C5 – Resolution Adopting the Lower Cape Fear Water & Sewer Authority's Local Water Supply Plan for Bladen Bluff's Regional Surface Water System, PWSID 50-09-013, for calendar year 2023.

C6 – Line-Item Adjustment for February 29, 2029.

Motion: Director Leonard **MOVED**; seconded by Director Phillips, approval of the Consent Agenda Items C1-C6. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

OLD BUSINESS

OB1- Resolution of Lower Cape Fear Water and Sewer Authority Board of Directors Awarding Contract for Partial Replacement of Existing Roof at the Kings Bluff Pump Station

Motion: Director Blanchard **MOVED**; seconded by Director Williams, approval of the Resolution of Lower Cape Fear Water and Sewer Authority Board of Directors Awarding Contract for Partial Replacement of Existing Roof at the Kings Bluff Pump Station. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

NEW BUSINESS

NB1- Resolution Recognizing National Drinking Water Week

Motion: Director DeVane **MOVED**; seconded by Director Zapple, approve of the Resolution Recognizing National Drinking Water Week. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

ENGINEER'S COMMENTS

No comments

ATTORNEY COMMENTS

Matthew Nichols advised the Board that on March 18th, 2024, the New Hanover County Board of Commissioners approved the Special Use Permit for the 421 Sand Mine with all of LCFWASA's requested conditions included in the approval.

EXECUTIVE DIRECTOR REPORT

EDR1 – Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending March 31, 2024

Executive Director Holloman reported that during March 2024, Brunswick County and Cape Fear Public Utilities Authority were above projections.

DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS

Director Phillips would like to see the list of spare parts needed for the Kings Bluff Plant at the next board meeting, as the lead times are 30 to 50 weeks.

PUBLIC COMMENT

No comments

CLOSED SESSION

Chairman Knight requested a motion to go into a closed session in accordance with N.C.G.S. §143-318.11(a)(3) and (6) to preserve Authority's Attorney-Client Privilege and for Personnel Matters respectively:

Motion: Director Leonard **MOVED**; seconded by Director Blanchard, to go into closed session in accordance with N.C.G.S. §143-318.11(a)(3) and (6) to preserve Authority's Attorney-Client Privilege and for Personnel Matters respectively. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

At 9:26 a.m., the Board went into closed session. The board returned to open session at 9:39 a.m. Discussion only; no action taken.

ADJOURNMENT

There being no further business, Chairman Knight adjourned the meeting at 9:40 a.m.

Respectfully Submitted:



Scott Phillips, Secretary