

Lower Cape Fear Water & Sewer Authority
Regular Board Meeting Minutes
August 11th, 2025

Chairman DeVane called to order the Authority meeting scheduled on August 11th, 2025, 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 Phillips gave the invocation.

Roll Call by Chairman DeVane:

Present: Damien Buchanan, Patrick DeVane, Wayne Edge, Harry Knight, Scott Phillips, Charlie Rivenbark, Chris Smith, Bill Sue, and Rob Zapple

Present by Virtual Attendance: Jerry Groves, Al Leonard, Bill Saffo, Phil Tripp, and Frank Williams

Absent: None

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

Guests Present: Kevin Morris, Cape Fear Public Utility Authority Deputy Director; David Carson, Brunswick County Kings Bluff Water Resource Supervisor; Glenn Walker, Brunswick County Water Resources Manager; David Fournier, HDR Construction Services; Anthony Colon, Pender County Utilities Director; James Proctor, Pender County Utilities Deputy Director; Ken Waldroup, Cape Fear Public Utility Authority Executive Director; Jason McLeod, Senior Vice President Cape Fear Commercial

Guests Virtual Attendance: John Nichols, Brunswick County Public Utilities Director; 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; Erin Jones, Pender County Utilities Water Treatment Plant Superintendent

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

APPROVAL OF CONSENT AGENDA

C1 – Minutes of July 14, 2025, Regular Board Meeting

C2 – Kings Bluff Monthly Operations and Maintenance Report

C3 – Bladen Bluffs Monthly Operations and Maintenance Reports

C4 – Line-Item Adjustment for June 30, 2025

Motion: Director Zapple **MOVED**; seconded by Director Rivenbark, approval of the Consent Agenda Items C1, C3, and C4. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

Discussion on item C2. Director Zapple questioned why KB personnel would need to pump out Invista's vault. Executive Director Holloman advised that this is our meter. David Carson stated the GFI tripped on the sump pump. Kings Bluff staff reset the GFI, and the sump pump is working correctly.

Motion: Director Zapple **MOVED**; seconded by Director Rivenbark, approval of the Consent Agenda Items C2. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

NEW BUSINESS

NB1- Replacement Truck for Kings Bluff Raw Water Plant

Executive Tim Holloman advised that the authority recently sold a 2012 Work Truck, and a replacement has been included in the FY 2025–26 budget. Procuring a new vehicle at this time will help maintain a reliable fleet for years to come before future replacements are necessary. Staff recommend the purchase of the 2025 GMC Sierra 3500 from Bob King.

Motion: Director Knight **MOVED**; seconded by Director Buchanan, approval of the Replacement Truck for Kings Bluff Raw Water Plant. 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 July 31, 2025

Executive Director Holloman reported that during July, all customers exceeded projections.

DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS

No comments.

PUBLIC COMMENT

No comments.

CLOSED SESSION

Chairman DeVane requested a motion to go into a closed session in accordance with N.C.G.S. §143-318.11(a)(5)(i) (real property):

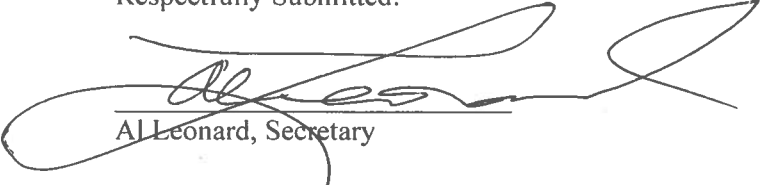
Motion: Director Knight **MOVED**; seconded by Director Buchanan, to go into closed session in accordance with N.C.G.S. §143-318.11(a)(5)(i) (real property). Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

At 9:15 a.m., the board went into closed session. At 9:52 a.m., the board returned to open session. Discussion only; no action taken.

ADJOURNMENT

There being no further business, Chairman DeVane adjourned the meeting at 9:53 a.m.

Respectfully Submitted:



Al Leonard, Secretary