

**BRUNSWICK REGIONAL WATER & SEWER H2GO  
REGULAR BOARD MEETING  
TUESDAY, OCTOBER 19, 2021**

**OFFICIAL MINUTES**

**CALL TO ORDER:**

Chairman Ronnie Jenkins called the meeting to order at 6:00 p.m.; a quorum was present. The assembly cited the Pledge of Allegiance.

**MEMBERS PRESENT:**

Present from the Board of Commissioners were members Ronnie Jenkins, Chairman, Steve Hosmer, Vice Chairman, Rodney McCoy, Secretary, Bill Beer and Barry Laub, present from H2GO was Bob Walker, Executive Director, Scott Hook, Finance Officer, Russ Lane, Assistant Executive Director, Tyler Wittkofsky, Public Information Officer, Brenda Thurman, Customer Service Manager, and Deana Greiner, Clerk to the Board. Also present was attorney Steve Coble.

**DISCUSSION/ADJUSTMENT OF AGENDA:**

Chairman Jenkins opened the floor for any adjustments to the agenda. Mr. Walker requested to add a deed of dedication for Seabrooke Phase 3 Section 4. **Commissioner Beer made the motion to approve the agenda as amended; a vote was called and the motion carried unanimously.**

**CONSENT AGENDA:**

**Commissioner Hosmer made the motion to approve the consent agenda which consisted of the August 17, 2021 Regular Board Meeting Minutes, August 17, 2021 Public Hearing for Annexation of Brunswick Forest Minutes, and the September 21, 2021 Regular Board Meeting. A vote was called and the motion carried unanimously.**

**COMMISSIONERS REPORT:**

Commissioner Laub mentioned there were several customers in Compass Pointe that had expressed their satisfaction with H2Go. Commissioner Hosmer congratulated staff on a job well done with the work on the Waste Water Treatment Plant. Chairman Jenkins mentioned that he was able to visit the RO Plant site; he said it was very interesting to see how everything was coming along.

**PUBLIC COMMENTS:**

Chairman Jenkins opened the floor for public comments.

No comments were given.

## OLD BUSINESS:

None discussed.

## NEW BUSINESS:

*Deed of Dedication: Southwood Developers, Windsor Park* Mr. Walker reported that with this deed of dedication it was just for the sewer services; he said Brunswick County serves them water. Mr. Walker stated that there was no recorded plat and we were still waiting for as-built maps and the asset valuation sheet. **Commissioner Laub made the motion to table the deed of dedication for Windsor Park until the documents were fully completed. A vote was called and the motion carried unanimously.**

There was a brief discussion on the possibility of one day serving the water in Windsor Park. Mr. Walker said the short answer was yes; he said there has been discussions of possibly trading off with the County.

*Deed of Dedication: Grayson Park Phase 2B Sec 3* Mr. Walker reported that with this deed of dedication that everything was in order. There was mentioned that the notary stamp on the document was expired. It was said that staff would verify and if necessary staff would have the document resigned. **Commissioner McCoy made the motion to approve the deed of dedication for Grayson Park Phase 2B Sec 3 as presented contingent upon a valid notary stamp. A vote was called and the motion carried unanimously.**

*Deed of Dedication Seabrooke Phase 3 Section 4* Mr. Walker explained that we were waiting for as built maps and the asset valuation sheet. Mr. Walker explained that this phase was under a cash bond that needs to be released upon approval of the deed of dedication. Mr. Walker explained that cash bonds allows the developer to sell lots as the infrastructure is installed. Mr. Walker said we would not set meters until the as built maps and the asset valuation sheet is received. **Commissioner Laub made the motion to approve the deed of dedication for Seabrooke Phase 3 Section 4 as presented. A vote was called and the motion carried unanimously.**

## EXECUTIVE DIRECTOR'S REPORT:

*Amendments to H2GO Rules and Regulations for Operations of Water System:* Mr. Walker presented to the board some proposed changes to the Rules and Regulations regarding irrigation; he explained that as the water purveyor we are obligated to be conscious of our water conservation efforts. Mr. Walker presented to the board a new irrigation policy that restricts our customers to irrigating alternate days based on their address; he said odd houses will irrigate on set days and even houses will irrigate the alternate days. It was said this would be monitored through the smart meters; if found out of compliance a civil penalty will be given. Commissioner Beer expressed concern with the fact that new landscaping items need constant watering. Mr. Walker showed the board where he put in a provision for a temporary exemption for new landscaping. The suggestion was made that the exemption would be given for a 90 day period. The board expressed the need for education on this policy change. There was a brief discussion on ways to distribute this new information to our customers. The board generally agreed the policy was a good idea; they expressed that education was key. Discussion ensues on irrigation customers, amounts of water during peak demand, possible customer reactions.

Mr. Walker directed the board's attention to page 61 of the proposed changes; where a reclaimed water policy was added. Mr. Walker explained that he has been approached with the opportunity to create a reclaimed water district; he said realistically it will probably be a couple of years before we can see this system working. Mr. Walker explained how the purple pipe will be installed and how taps will be put in place. Mr. Walker suggested that we write a policy to waive the system development fees for irrigation for developers who are in the reclaimed water district; he said this would allow the developer more capital to install the reclaimed water distribution system within their development. It was asked that we have a couple of rate studies be done factoring in the reclaimed water system to see how it will impact us and our customers.

**Commissioner Hosmer made the motion to table the policy changes until the next board meeting to allow the board more time to review and discuss. A vote was called and the motion carried unanimously.**

### **ASSISTANT DIRECTOR'S REPORT:**

*Meter and MXU Supply Issues:* Mr. Lane reported that there was an issue with getting MXUs for our meters; he explained that the MXU is what makes the meter remotely readable. Mr. Lane stated that the maintenance staff had to stop changing our meters because of this issue. Mr. Lane explained that it could be July 2022 before we could get what we need; he said until then the maintenance staff will have to manually read meters.

The RO Plant was mentioned and supplies needed to run the plant. Mr. Walker explained that staff was already preparing supply list and alternate supply list to help plan for the future and possible supply issues that may arise.

The water treatment change over from the County was mentioned. Mr. Lane mentioned there were reports of a chlorine smell; he said this is normal. Mr. Lane explained that staff has been flushing out lines to help with the change out. Mr. Lane said the County will be changing back in about 30 days.

Mr. Lane mentioned that when the RO Plant comes online that we will have to flush our lines and that the lines may need to be flushed a few times. Mr. Lane explained that whenever you have a change in water treatment there is a potential for issues. It was said all this was included in the RO Communication Plan. It was suggested that Mr. Lane research for another plant/area that has a similar scenario to see if they had any issues and what they did to fix those issues.

### **FINANCE OFFICER'S REPORT:**

*Check Register, September 16, 2021 thru October 13, 2021:* No comments nor questions were made regarding the check register.

*Budget Ordinance Amendment Fund 45 Wastewater Treatment Plant:* Mr. Hook said he was adding \$100,000 which would be paid out of the system development fees. Mr. Walker explained that the original budget was done quickly to get the project running; he said with all the supply issues the cost of equipment and materials went up. **Commissioner Beer made the motion to approve the Budget Ordinance Amendment Fund 45 as presented. A vote was called and the motion carried unanimously.**

## **PUBLIC INFORMATION OFFICER'S REPORT:**

*RO Plant Communication Update:* Mr. Wittkofsky reported that the ads on the billboard and Leland Magazine were still running; he mentioned that he put out a 15 second video with the Facebook ad. Mr. Wittkofsky said out numbers of viewers were steadily going up; he said that more people were spending more time on the RO Plant website and we had more than 100 views.

Mr. Wittkofsky present the 2021 Government Technology Magazine and AT&T Technological Innovation Leadership Award to Mr. Walker for the work in getting the RO Plant to this area.

## **ATTORNEY'S REPORT:**

Mr. Coble said he had nothing to report in open session.

## **INFORMAL DISCUSSION:**

Chairman Jenkins expressed his concerns with the constant growing population; he mentioned that now was the time to begin talking to the County so we won't have to go through what we have gone through.

There was mention that we should plan a couple of workshops to talk about growth and plan for servicing that new growth.

The suggestion of a putting out a customer survey was given to see what concerns customers had. It was said that we could put it out in conjunction with Leland. It was said that the only thing H2GO should be concerned with is water and sewer because that is all we do, water and sewer.

The partnership meetings with the County was mentioned. It was said these meeting were usually quarterly but could be more frequent if the need arose. It was suggested that we stay on top of planning for future growth in terms of making sure we have infrastructure to support the growing capacity needs.

Mr. Walker reported that the American Recovery Rescue Plan funds were only given to cities and counties; he said they excluded special districts. Mr. Walker stated that it was possible the Town of Leland would grant us some of those funds. Mr. Walker said there was a State Recovery Fund also, however distribution of those fund was yet to be determined.

Mr. Walker informed the board that there was a Pig Picking scheduled for December 17 at 12 p.m. for the employees. It was said this was an employee appreciation luncheon. It was said that the board was welcome to attend.

The ribbon cutting ceremony for the WWTP was mentioned; it was said it is scheduled for Friday October 22, 2021 at 10am. It was said we were expecting a similar turn out as the ground breaking for the RO Plant.

## **EXECUTIVE SESSION:**

**Commissioner Hosmer made the motion for the board to enter executive session to discuss Consultation with Legal Counsel, pursuant to NCGS 143-318.11(a)(3) and Contract**

Negotiations, pursuant to NCGS 143-318.11 (a)(5); a vote was called and the motion carried unanimously.

Commissioner Hosmer motioned for the board to return to open session; a vote was called and the motion carried unanimously.

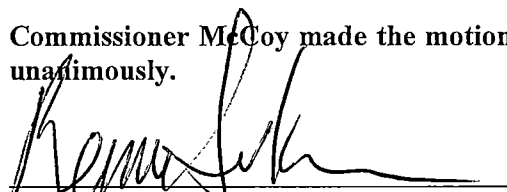
It was said there was nothing to report out of Executive Session.

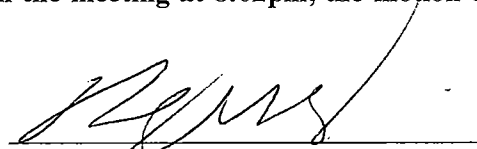
**ANNOUNCEMENT OF NEXT MEETING:**

Chairman Jenkins announced that the next Regular Meeting would be held on November 16, 2021 at 6:00pm.

**ADJOURNMENT:**

Commissioner McCoy made the motion to adjourn the meeting at 8:02pm, the motion carried unanimously.

  
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Ronnie Jenkins, Chairman

  
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Rodney McCoy, Secretary

  
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Deana Greiner, CMC Clerk to Board

11/16/21  
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Date of Approval