

BRUNSWICK REGIONAL WATER & SEWER H2GO  
REGULAR BOARD MEETING  
WEDNESDAY FEBRUARY 15, 2023

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, Barry Laub, Vice Chairman, Rodney McCoy, Secretary, Commissioners Steve Hosmer, and Bill Beer. Present from H2GO was Bob Walker, Executive Director, Scott Hook, Assistant Executive Director-Administration, Russ Lane, Assistant Executive Director-Operations, Ken Brown, Finance Officer, Brenda Thurman, Customer Service Manager, Stephanie Blair, Communications Director, 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. No adjustments were made. Commissioner Beer made the motion to approve the agenda as presented; a vote was called, and the motion was carried unanimously.

**CONSENT AGENDA:**

Commissioner Laub made the motion to approve the consent agenda which consisted of the January 18, 2023, Regular Board Meeting Minutes as presented. A vote was called, and the motion was carried unanimously.

**COMMISSIONERS REPORT:**

Commissioner Beer thanked staff for quickly handling an issue he had. Commissioner Hosmer thanked staff for all their hard work and congratulated them with getting the new billing software going.

**PUBLIC COMMENTS:**

Chairman Jenkins opened the floor for public comments. No patrons came forth.

## OLD BUSINESS:

None discussed.

## NEW BUSINESS:

*AIA Grant Resolution of Acceptance-Water*

*AIA Grant Resolution of Acceptance-Sewer:* Mr. Walker presented to the board a resolution of acceptance for the AIA Grant; it was said that we will receive \$200,000 for Water and \$200,000 for Sewer. **Commissioner Hosmer made the motion to approve both the Water and Sewer AIA Grant Resolutions of Acceptance as presented; a vote was called, and the motion was carried unanimously.**

*NC WARN Mutual Aide Agreement:* Mr. Walker presented to the board the NC WARN Mutual Aide Agreement; it was said this does not commit us to provide services nor cost. It was said that by agreeing to this agreement we would be put into a pool of resources that would allow others to contact us in the event of an emergency for help; it was also said that if we had an emergency, we could reach out to others likewise. There was a brief discussion on the cost of services if we were to provide and or if we were to seek services. **Commissioner Laub made the motion to approve the NC WARN Mutual Aide Agreement as presented; a vote was called, and the motion was carried unanimously.**

*Amendment to Personnel Policy: Amendment #PP02152023:* Mr. Walker presented to the board a few amendments to our personnel policy; he explained the changes dealt with exempt employees and comp time. Mr. Walker explained that the RO Plant employees would fall under a special exemption for flux hours due to the nature of the work. Mr. Walker explained another change to the policy was to allow employees to attend any gym of their choice for a \$10 wellness benefit; another change clarified that longevity pay only applies to time served with H2GO; vacation accruals are based on time served with H2GO and the previous employer if the previous employer was another municipality; the last change was that H2GO now qualifies under the FMLA. **Commissioner McCoy made the motion to approve Amendment #PP02152023 to the Personnel Policy as presented; a vote was called, and the motion was carried unanimously.**

## EXECUTIVE DIRECTOR'S REPORT:

*RO Water Treatment Project Update:* Mr. Walker reported that the repairs to the line on 17 were finished; he said they hoped to start pressure testing it tomorrow and that it should be operational next week. Mr. Walker said they started the 5-Day Test; however, it has been suspended due to turbidity issues. Mr. Walker explained that experts from the membrane manufacturer and Harn would be onsite to discuss the issues with the membranes; he said another set of membranes will be owed to us. Mr. Walker said they were using this time to flush Well Site 2; he said once the RO Plant is operational the whole distribution system will be flushed. There was a brief discussion on flushing, and it was said that the flushing process will be similar to our annual flushing and treatment switch over from the County.



## ASSISTANT EXECUTIVE DIRECTOR'S REPORT-OPERATIONS:

Mr. Lane said he had nothing to report.

## ASSISTANT EXECUTIVE DIRECTOR'S REPORT-ADMINISTRATION:

*Penalty Policy:* Mr. Scott Hook presented to the board a new penalty policy; he said he recommends the board not to reinstate the penalty fees. Mr. Hook said instead; to allow for tracking of non-payments to add a penny per service when a bill is paid late. Mr. Hook explained that he wanted to do away with penalties because it seemed unfair to charge someone more money when they already are having difficulty paying their bill. **Commissioner Laub made the motion to approve the penalty policy as presented; a vote was called, and the motion was carried unanimously.**

## FINANCE OFFICER'S REPORT:

*Check Register- January 1-31, 2023:* Commissioner Hosmer asked about some payments to First Bank; Mr. Brown explained the payments in question were for credit cards.

*January Financial Summary:* No comments were made regarding the financial summary.

## COMMUNICATIONS DIRECTOR'S REPORT:

*Communications Update:* Mrs. Stephanie Blair reported that an overview of the past month's social media and news articles was included in their packets. Mrs. Blair informed the board that she was asked to attend a question and answers session regarding the RO Plant for a local Democratic organization; she said she contacted the Republican side in case they were interested in doing something similar. Mrs. Blair explained her purpose there was just to answer any questions regarding the RO Plant. The twitter fun facts were mentioned, Mrs. Blair said she hopes to add that to our website eventually.

## ATTORNEY'S REPORT:

Mr. Coble stated that he had nothing to report in open session.

## INFORMAL DISCUSSION:

Commissioner Laub mentioned that he would be out of town for June 21, 2023- June 28, 2023, October 25, 2023, and November 8, 2023; he said he will be absent for any meetings scheduled for those dates.

EXECUTIVE SESSION:

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

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

Commissioner Hosmer made the motion for H2GO to lease temporary office space, located at 109 Olde Waterford Way Suite 302 & 304 for a two-year lease in the amount of \$180,000; a vote was called, and the motion was carried unanimously.

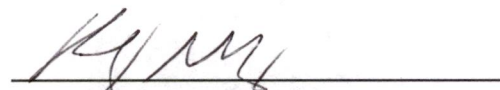
ANNOUNCEMENT OF NEXT MEETING:


Chairman Jenkins announced the next Regular Board Meeting to be March 15, 2023, at 6 p.m.; he said the meeting will be located at Belville Town Hall.

ADJOURNMENT:

Commissioner Laub made the motion to adjourn the meeting at 7:54 p.m., a vote was called, and the motion was 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

3-15-2023  
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Date of Approval