

BRUNSWICK REGIONAL WATER & SEWER H2GO  
REGULAR BOARD MEETING  
WEDNESDAY OCTOBER 18, 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, Rodney McCoy, Secretary, Commissioners Steve Hosmer, and Bill Beer. Present from H2GO was Bob Walker, Executive Director-Administration, Scott Hook, Assistant Executive Director-Administration, Russ Lane, Assistant Director-Operations, Ken Brown, Finance Officer, and Stephanie Blair, Communications Director, Sara Myers, Human Resource Director, and Deana Greiner, Clerk to the Board. Also present was the attorney, Steve Coble.

Commissioner Barry Laub was not present.

DISCUSSION/ADJUSTMENT OF AGENDA:

Chairman Jenkins opened the floor for any adjustments to the agenda. Mr. Lane requested that an update on the Compass Point Boost Pump Station be added to his report. Mr. Walker asked that we delete discussion on the Cape Fear Council of Governments from Old Business. Mr. Brown requested that two purchase orders be added to his report. Commissioner Beer made the motion to approve the agenda as amended; a vote was called, and the motion was carried unanimously.

CONSENT AGENDA:

Commissioner Hosmer made the motion to approve the consent agenda which consisted of the September 20, 2023, Regular Board Meeting Minutes and the September 26, 2023, Special Meeting Minutes. A vote was called, and the motion was carried unanimously.

COMMISSIONERS REPORT:

Both Commissioner McCoy and Commissioner Beer commented on their visit to Raleigh, where several staff members toured the City of Raleigh's Transportation facilities. It was said the purpose of the trip was to give everyone an idea of the type of design works the architectural team has done.

## PUBLIC COMMENTS:

Chairman Jenkins opened the floor for public comments. No comments were made.

## OLD BUSINESS:

None discussed.

## NEW BUSINESS:

*Personnel Policies: Conflict of Interest & Ethical Conduct  
Tuition Assistance Program Policy  
Property, Equipment, and Vehicle Use Policy*

Mrs. Myers explained that included in the board's packet were three of the personnel policies that she had been working on; she said there was no action needed at this time. Mrs. Myers asked if the board had any questions regarding these policies. There was one question regarding gift cards; it was said there have not been any known changes in recent years.

*Deed of Dedication: Bishops Ridge:* Mr. Walker reported that everything has been found to be in order for this deed of dedication. Commissioner McCoy made the motion to accept the deed of dedication for Bishop Ridge as presented; a vote was called, and the motion was carried unanimously.

## EXECUTIVE DIRECTOR'S REPORT:

*RO Plant Update:* Mr. Walker reported that for the month of September the RO Plant produced a little over 105 million gallons of water; with an average daily demand of 3.5 MGD and a peak day demand at 4.1 MGD.

Mr. Walker explained that they were starting to clean up the ASR wells that were started in 2012; he said they were scheduled to install the pumps and start the draw down tests on Friday. Mr. Walker said the injection test is scheduled to start on the 30<sup>th</sup> of the month and run for 90 days.

## ASSISTANT EXECUTIVE DIRECTOR'S REPORT-OPERATIONS:

*Compass Point Boost Pump Station Update:* Mr. Lane reported that the Duke Energy easement was now in place and that the pump station was operating on normal power.

## ASSISTANT EXECUTIVE DIRECTOR'S REPORT-ADMINISTRATION:

Mr. Hook stated that he had nothing to report.

## FINANCE OFFICER'S REPORT:

*Check Register- September 1-30, 2023:* No comments were made regarding the check register.

*September Financial Summary:* There were no comments regarding the September Financial Summary. Commissioner Hosmer made the motion to approve the September Financial Summary for publication on the website as presented; a vote was called, and the motion was carried unanimously.

*Purchase Order: Chemicals for RO Plant* Mr. Brown presented to the board a blanket purchase order to purchase the corrosion inhibitor chemicals needed for the RO Plant from Amerochem. Commissioner Beer made the motion to approve the Amerochem purchase order as presented; a vote was called, and the motion was carried unanimously. Mr. Brown presented to the board a second blanket purchase order for the RO Plant to order and purchase Carbon Dioxide throughout the year as needed. Commission McCoy made the motion to approve the purchase order for Carbon Dioxide as presented; a vote was called, and the motion was carried unanimously.

## COMMUNICATIONS DIRECTOR'S REPORT:

*Communications Update:* Mrs. Blair explained to the board what she had included in their packets; she said they should have the social media analytics, a recap of any Google reviews and social media posts. Mrs. Blair explained that she also included a copy of a letter she sent out to several commenters on social media; she explained that the purpose of the letter was to clarify some points and to give them a direct point of contact for any future questions. Mrs. Blair said that overall, the feedback from the letters was mostly positive.

## ATTORNEY'S REPORT:

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

## INFORMAL DISCUSSION:

There was a brief discussion on who we would invite to the ribbon cutting. It was said that every past commissioner should be on the invite list.

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



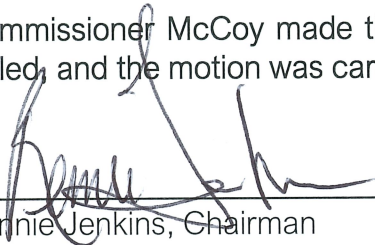
It was stated that there was nothing to report out of the executive session.

ANNOUNCEMENT OF NEXT MEETING:

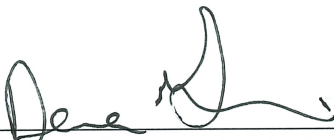
Chairman Jenkins announced the next Regular Board Meeting to be November 15, 2023, at 6 p.m.; he said the meeting will be located at Belville Town Hall. There was a brief discussion on this meeting and the closeness to the December meeting. It was said the December meeting was the re-organization meeting of the new board and would be on December 4, 2023.

ADJOURNMENT:

Commissioner McCoy made the motion to adjourn the meeting at 7:18 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

  
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Date of Approval