

BRUNSWICK REGIONAL WATER & SEWER H2GO
REGULAR BOARD MEETING
WEDNESDAY JULY 20, 2022

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, Bill Beer and Steve Hosmer, present from H2GO was Bob Walker, Executive Director, Russ Lane, Assistant Executive Director, Scott Hook, Finance Officer, Ken Brown, Assistant 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. Mr. Hook requested to add a budget amendment to his report. Commissioner Hosmer made the motion to approve the agenda as amended; a vote was called and the motion carried unanimously.

CONSENT AGENDA:

Commissioner Beer made the motion to approve the consent agenda which consisted of the June 22, 2022 Regular Board Meeting Minutes. A vote was called and the motion carried unanimously.

COMMISSIONERS REPORT:

Commissioner Hosmer requested that he be excused around 7:30 p.m.; he said he needed to pick his wife up from the airport. Commissioner McCoy made the motion to excuse Commissioner Hosmer when he need to leave; a vote was called and the motion carried unanimously.

Chairman Jenkins reported that he visits the RO Plant on Mondays; he said it was really starting to take shape and that it has been evident that everyone was working hard to get things done. Chairman Jenkins stated the plant was coming along quite well.

PUBLIC COMMENTS:

Chairman Jenkins opened the floor for public comments.

No patrons were present to give comments.

EXECUTIVE SESSION:

Commissioner Laub 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 carried unanimously.

It was said there was nothing to report out of Executive Session. Commissioner Hosmer did not return after Executive Session.

OLD BUSINESS:

NCDEQ AIA Grant Approvals: Mr. Walker stated that he hasn't received official word; however, he has seen the scoring sheets regarding the NCDEQ AIA Grant approvals. Mr. Walker said we should be receiving \$200,000 for water and sewer; he said this money will help us with our mapping of infrastructure, modeling, and help us with finding I and I.

Customer Portal App: Mr. Hook reported that the application should cost around \$27,000 for the first year; he said the price after that is based on the number of users. Mr. Hook reported that the application will be compatible with our new billing software; he said he needs more time to finalize cost and get more information about how it will work with our new billing software.

Policy on Pool Adjustments: Mr. Walker presented to the board the new pool adjustment policy; he said it was written based on the discussion in the last meeting. Mr. Walker said this policy would apply to any pool over 6000 gallons. It was suggested that the policy be made effective January 1, 2023. **Commissioner McCoy made the motion to change the pool adjustment policy as presented and to make it effective January 1, 2023; a vote was called and the motion carried unanimously.**

NEW BUSINESS:

Paw's Place Golf Sponsorship: Mrs. Blair presented to the board a request from Paw's Place for sponsorship at their annual golf tournament at Compass Pointe. There was a brief

discussion. Mrs. Blair suggested that we give the lunch sponsorship amount for \$500. Commissioner Laub made the motion to approve the sponsorship as presented; a vote was called and the motion carried unanimously.

Deed of Dedication: The Retreat at Mallory Creek Phase 2: Mr. Walker presented to the board a deed of dedication for the Retreat at Malloy Creek Phase 2; he said staff and Mr. Coble has reviewed and found everything to be in order. Commissioner Beer made the motion to approve the deed of dedication for the Retreat at Mallory Creek Phase 2 as presented; a vote was called and the motion carried unanimously.

Malmo Ventures LLC Supplemental Developers Agreement: Mr. Walker presented to the board the Malmo Ventures LLC Supplemental Developers Agreement; he explained that it was supplement agreement to the previous Malmo Loop Farms agreement we had with Mr. Saffo. Mr. Walker explained that Logan homes has bought this portion of land from Mr. Saffo. Mr. Walker pointed out that there was a typo on page 2, item 9; he said it should read items 6 and 8. Mr. Walker said that every reference to "2022 ILA" will be changed to "Joint Undertaking Agreement." Commissioner McCoy made the motion to approve the Malmo Ventures LLC Supplemental Development Agreement as presented; a vote was called and the motion carried unanimously.

Leland/H2GO Joint Undertaking Agreement: Mr. Walker presented to the board the Leland/H2GO Joint Undertaking Agreement; he said this will bring the area listed in the Malmo Ventures LLC Supplemental Developers Agreement into the joint provisions already set with the Town of Leland. Commissioner Beer made the motion to approve the Leland/H2GO Joint Undertaking Agreement as presented; a vote was called and the motion carried unanimously.

Gregory Road Improvements-Contract Award: Mr. Walker explained to the board that we have been working with Gregory Poole and Inman Road to improve Gregory Road; he explained that this is a shared cost project. Mr. Walker said bids were received and the lowest bidder came to be Carmichael Construction at \$721,519.19. Commissioner Beer made the motion to award the Gregory Road Improvement Contract to Carmichael Construction for the amount of \$721,519.19 as presented; a vote was called and the motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT:

RO WTP Update: Mr. Walker reported on a couple of issues with incoming pumps and parts; he explained that two crates came in damaged. Mr. Walker explained that they are working to rectify any damage to the pumps/motors and missing pieces; he explained that because of this that it now looks like September before testing will start.

ASSISTANT DIRECTOR'S REPORT:

Mr. Lane reported that he nothing to report.

FINANCE OFFICER'S REPORT:

Check Register- June 15, 2022 thru July 13, 2022. No comments were made regarding the check register.

June Financial Summary: Mr. Hook presented to the board the June Financial Summary; he said it is based on a modified accrual rate and does not include some of the year end expenditures. Mr. Hook said he should have a true picture of the “year end” next month.

FY 2023 Fund 50 Budget Amendment: Mr. Hook presented to the board a FY2023 Fund 50 Budget Amendment; he said this amendment was to cover litigation fees. **Commissioner Beer** made the motion to approve the FY2023 Fund 50 Budget Amendment as presented; a vote was called and the motion carried unanimously.

COMMUNICATIONS DIRECTOR'S REPORT:

Communications Update: Mrs. Stephanie Blair presented to the board a list of items that she has been working on; she explained that she is currently working on a new website and new team building activities. Mrs. Blair mentioned that she has worked on updating the MSDS binders, and the Emergency Response Plan; she has updated the maintenance crews safety t-shirts with a more identifiable logo on the front and back. Mrs. Blair mentioned that next Wednesday, H2GO will be celebrating 4000 days of safety with a breakfast. Mrs. Blair explained that some of the office events, such as the cutest pet contest, ice-cream social, and hotdog luncheon were meant to allow everyone to meet new employees and build office camaraderie among the different departments; she said it will improve proficiency all around. Mrs. Blair explained other items; she said she is currently working on updating an office library for staff to use for training and test prep; she explained that she has worked on compiling a contractor's list for emergencies and working to help update the water shortage response plan.

ATTORNEY'S REPORT:

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

INFORMAL DISCUSSION:

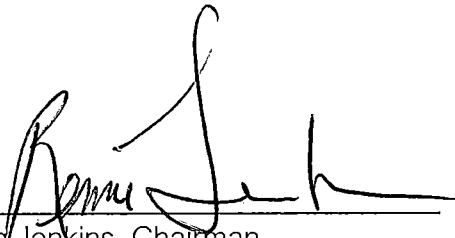
There was brief discussion on the possibility of the board having a celebration dinner after the RO Plant comes online; it was said there would be no business conducted at this dinner.

ANNOUNCEMENT OF NEXT MEETING:


Chairman Jenkins announced the next Regular Board Meeting to be August 17, 2022 at 6 p.m.; he said the meeting will be located at Belville Town Hall.

ADJOURNMENT:

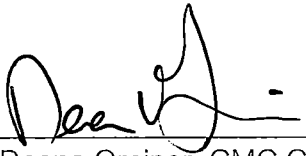
Commissioner Laub made the motion to adjourn the meeting at 8:25 p.m., the motion carried unanimously.



Ronnie Jenkins, Chairman



Rodney McCoy, Secretary



Deana Greiner, CMC Clerk to Board

8/17/22

Date of Approval