

BRUNSWICK REGIONAL WATER & SEWER H2GO
REGULAR BOARD MEETING
MONDAY DECEMBER 4, 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-Administration, Scott Hook, Assistant Executive Director-Administration, Ken Brown, Finance Officer, and Stephanie Blair, Communications Director, Jennifer Philips, Lead Accountant, Sara Meyer, Human Resource Director, Brenda Thurman, Customer Service Manager, and Deana Greiner, Clerk to the Board. Also, present was the attorney, Steve Coble.

DISCUSSION/ADJUSTMENT OF AGENDA:

Chairman Jenkins opened the floor for any adjustments to the agenda. Mr. Walker requested to add a Performance Guarantee Letter from D R Horton for Brunswick Forest to the end of New Business. Mr. Brown requested to add the Check Register to his report. Commissioner Hosmer made the motion to approve the agenda as amended. A vote was called, and the motion was carried unanimously.

CONSENT AGENDA:

Commissioner McCoy made the motion to approve the consent agenda which consisted of the November 15, 2023, Regular Board Meeting Minutes, and several closed session meeting minutes. A vote was called, and the motion was carried unanimously.

COMMISSIONERS REPORT:

Commissioner Beer mentioned that he had been receiving positive comments regarding the RO water and the taste being good. Commissioner McCoy expressed his satisfaction with how the ribbon cutting for the RO Plant went. Commissioner Hosmer mentioned that it was announced that the EPA ruled against allowing Chemours to bring over waste from Turkey for disposal.

PUBLIC COMMENTS:

Chairman Jenkins opened the floor for public comments. No other patrons were present.

OLD BUSINESS:

Purchase Policy: It was said this policy was presented at the last meeting and needed to be approved. Commissioner Beer made the motion to approve the revised purchase policy as presented. A vote was called, and the motion was carried unanimously.

NEW BUSINESS:

Commissioner Laub made the motion for the outgoing Commissioners to vacate their positions. A vote was called, and the motion was carried unanimously.

Swearing-In and Installation of Board Members: Commissioner Barry Laub and Commissioner Steve Hosmer both took the oath of office as Commissioner to the Board of Brunswick Regional Water and Sewer H2GO; administered by Deana Greiner, the Clerk to the Board.

Organization of Board Officers: After a brief discussion the board asked if they could make one motion to accept everyone's roles as before. Commissioner Beer made the motion to keep Commissioner Jenkins as the Chairman, Commissioner Laub as the Vice Chairman, and Commissioner McCoy as the Secretary. A vote was called, and the motion was carried unanimously.

2024 Regular Board Meeting Schedule: The board was presented with the schedule for the 2024 Regular Board Meetings; it was said that the September meeting might need to be changed, however it could be done closer to that date. Commissioner Laub made the motion to approve the 2024 Regular Board Meeting Schedule as written. A vote was called, and the motion was carried unanimously.

EXECUTIVE DIRECTOR'S REPORT:

RO Plant Update: Mr. Walker reported that the average daily demand was around 2.9 MGD for the month of November. Mr. Walker said that based on the data from the past few months it was evident that the alternative day irrigation program was proving to be effective.

ASR Well Update: Mr. Walker reported that we were halfway through the testing phase; he said that there will be 1.3 million gallons injected into each aquifer. There was a question about the buffer zone, Mr. Walker explained that once the buffer zone was created that it will remain for future injection periods.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT-OPERATIONS:

Mr. Lane stated that he had nothing to report.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT-ADMINISTRATION:

Mr. Hook stated that he had nothing to report.

HUMAN RESOURCE DIRECTOR'S REPORT:

Approval of the Substance Abuse Policy Mrs. Meyer presented to the board an updated Substance Abuse Policy; she explained that supervisors will be trained to know what signs to look for in an intoxicated employee; she said the policy will be enforced by supervisors, the safety team, and HR jointly. It was said that all employees will have to acknowledge the policy once annually. **Commissioner Laub made the motion to approve the updated Substance Abuse Policy as written. A vote was called, and the motion was carried unanimously.**

Approval to end the accrual of Comp Time effective January 1, 2024, Mrs. Meyer asked the board that we end the accrual of Comp Time; she explained that this will allow employees to work flex schedules. It was said that the flex schedules will be managed between the employee and the supervisor. It was said this would only apply to salary employees.

Approval to end the 6-month waiting period for the 5% 401K contribution and the 5% is on the employee's base pay only. Mrs. Meyer asked the board that we end the 6-month waiting period for the 401K contributions; she said this waiting period was not consistent with our neighboring entities and that it would keep us as a competitive employer.

Commissioner Beer made the motion to approve the elimination of accruals of Comp Time and approve the elimination of the waiting period for the 401K contributions as presented. A vote was called, and the motion was carried unanimously.

FINANCE OFFICER'S REPORT:

Check Register- November 1-30, 2023: Mr. Brown presented to the board the check register for the month of November 2023; no comments were made.

COMMUNICATIONS DIRECTOR'S REPORT:

Mrs. Blair stated that she had nothing to report.

ATTORNEY'S REPORT:

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

INFORMAL DISCUSSION:

It was said that the board would have an end of the year celebration dinner December 14, 2023, at 7pm; it was said that no business would be conducted.

Commissioner Beer mentioned the Ribbon Cutting ceremony; he said he had the opportunity to talk to Mr. Mike Forte. Commissioner Beer said the county was now looking at 2025 to get their plant running. Commissioner Beer mentioned that he left the conversation with an offer to help if the County needed it.

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

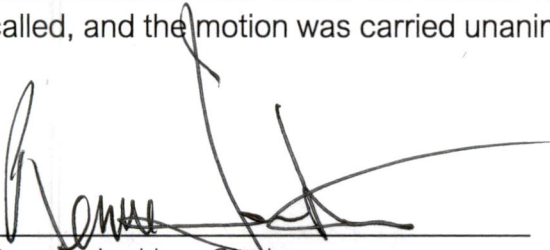
It was stated that there was nothing to report out of the executive session.

ANNOUNCEMENT OF NEXT MEETING:

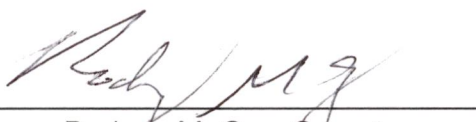
Chairman Jenkins announced the next Regular Board Meeting to be January 17, 2024, at Belville Town Hall at 6 p.m.

ADJOURNMENT:

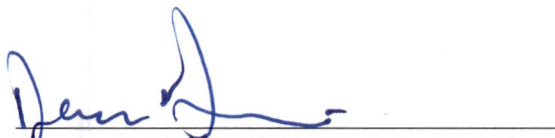
Commissioner Beer made the motion to adjourn the meeting at 7:30 p.m., a vote was called, and the motion was carried unanimously.



Ronnie Jenkins, Chairman



Rodney McCoy, Secretary



Deana Greiner, CMC Clerk to Board



Date of Approval