

BRUNSWICK REGIONAL WATER & SEWER H2GO
REGULAR BOARD MEETING
WEDNESDAY AUGUST 16, 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, Russ Lane, Assistant Executive Director-Operations, Scott Hook, Assistant Executive Director-Administration, Ken Brown, Finance Officer, Brenda Thurman, Customer Service Manager, and Stephanie Blair, Communications Director. Also present was attorney Steve Coble.

DISCUSSION/ADJUSTMENT OF AGENDA:

Chairman Jenkins opened the floor for any adjustments to the agenda, Commissioner Hosmer requested adding discussion on Failure Mode Effect to New Business. Mr. Walker requested deleting the discussion on the Cape Fear Council of Governments; he said Mr. Serkin was unable to attend tonight's meeting. Mr. Walker requested to add two task orders from the Wooten Company to New Business. Mr. Brown requested to add a proposal from E-Bridge for purchase of treatment chemicals 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 Laub made the motion to approve the consent agenda which consisted of the July 26, 2023, Regular Board Meeting Minutes and the August 2, 2023, Workshop Meeting Minutes as presented. A vote was called, and the motion was carried unanimously.

COMMISSIONERS REPORT:

Commissioner McCoy mentioned the Compass Point Booster Pumps; he gave recognition to the employees who worked to help orchestrate the remote access and control of the boost pump pressure readings for the Compass Pointe community. There was a brief discussion on sending out some sort of communication for when the pumps came into operation. Commissioner Beer mentioned the article in the Leland Magazine; he said it was well written.

PUBLIC COMMENTS:

Chairman Jenkins opened the floor for public comments; no patrons came forward.

OLD BUSINESS:

None discussed.

NEW BUSINESS:

Presentation on Failure Mode Effect Analysis: Commissioner Hosmer introduced Mr. Hal Rogers from Compass Point; he explained that he had asked Mr. Rogers to come give a presentation on Failure Mode Effect Analysis. Commissioner Hosmer expressed that he thought it would be a helpful tool for staff to have in planning. Mr. Rogers presented to the board the Failure Mode Effect Analysis model and showed them an example of how it is used; he explained how it can be applied to nearly any process. There was a brief discussion on staff looking into getting more training with using this tool and applying it to their planning process and operations. Commissioner Hosmer made the motion to direct Mr. Walker to explore training options on this for staff, and that Mr. Walker report back to the board within two months; a vote was called, and the motion was carried unanimously.

Uniform Policy: Mrs. Blair explained to the board that at previous budget meetings staff had presented an allowance in lieu of uniform leases. It was said that by giving staff an allowance for uniform attire, we would be saving \$8000 a year. It was said that staff needed to define what attire would be acceptable. The board wanted more information; they wanted to see examples of items that would be deemed acceptable. Mrs. Blair explained that we were currently established with a couple of branding companies that could be used in ordering attire; she said in those cases H2GO would order for the employees and subtract the cost from their allowance. The board suggested that staff form a uniform committee to help set standards. Commissioner Hosmer made the motion to table the item until staff came up with a more complete policy; a vote was called, and the motion was carried unanimously.

Deed of Dedication Grayson Park Ph 2B Sec 4

Deed of Dedication Grayson Park Ph 2c Sec 1 & Sec 2

Deed of Dedication Mallory Creek Ph 2: It was said that all four deeds of dedications had been reviewed and found acceptable. Commissioner McCoy made the motion to accept all four deeds of dedication as presented; a vote was called, and the motion was carried unanimously.

Wooten Company Task Order 43 & Task Order 50: Mr. Walker explained that when we decided we were going to go ahead with an upgrade of the RO Plant from a 4MGD Plant to a 6MGD Plant that we did not consider the additional wells. Mr. Walker explained that we have already identified these sites and they have already been approved by the State as acceptable sites. Mr. Walker explained that what needs to be done is surveying, design, and engineering; he explained that it would be best to continue this with the Wooten Company because they have already done the groundwork. Mr. Walker said the new well sites will mirror what was previously done at the other well sites. It was said that if the board moved forward there would be a need for a budget amendment next month because this would add a new capital improvement project. It was said that this project would be mostly funded by system

development fees. Commissioner Beer made the motion to approve Task Order 43 and Task Order 50 from the Wooten Company as presented; a vote was called, and the motion was carried unanimously.

EXECUTIVE DIRECTOR'S REPORT:

RO Plant Update: Mr. Walker gave a snapshot of July's operations; he said our average daily demand was 3.8 million gallons with a peak day of 4.5 million gallons. A ribbon cutting ceremony was briefly discussed; it was said that it will most likely be in the fall.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT-OPERATIONS:

Compass Point Booster Pump Update: Mr. Lane stated that the Compass Point Booster Pump project was still in the study phase; he said we were still waiting for authorization from the State.

There was a brief discussion on water sampling. Mr. Lane explained that testing levels are below the State requirements; and there were still no PFOAs detected.

ASSISTANT EXECUTIVE DIRECTOR'S REPORT-ADMINISTRATION:

Financial Modeling Software: Mr. Hook explained that this software will help us to plan for slowing growth better financially and or aging infrastructure; he explained that it will show how certain circumstances would affect our cash flow versus our rates. Mr. Hook said this would just be another tool in helping the staff and the board to make better decisions. It was said that compared to what was done previously with Stantec, the cost was significantly cheaper, and the benefits were better. It was said that the Stantec analysis was a one-time analysis; where this would allow us to analyze as often as circumstances changed.

FINANCE OFFICER'S REPORT:

Check Register- July 1-31, 2023: No comments were made regarding the check register.

July Financial Summary: No comments were made regarding the June Financial Summary. Commissioner Laub made the motion to have the monthly financial statement posted on the H2GO's website; a vote was called, and the motion was carried unanimously.

E-Bridge: Mr. Brown explained to the board that during a procurement conference that he spoke with a couple of purchasing agent vendors; one being E-Bridge. Mr. Brown explained that E-Bridge does a reverse bid process; he explained that they presented E-Bridge with a list of chemicals used at the Wastewater Treatment Plant and the Reverse Osmosis Plant and after going through the E-Bridge bidding process that four chemicals came back cheaper than what we pay now. Mr. Brown said it would be a cost savings of \$17,000. Mr. Brown said the prices given were unit prices not quantity prices; he said the contracts would be from today to June 30, 2024. Commissioner Hosmer made the motion for Mr. Brown to proceed with E-Bridge in getting the contracts started with the four cheaper vendors as presented; a vote was called, and the motion was carried unanimously.

COMMUNICATIONS DIRECTOR'S REPORT:

Communications Update: Mrs. Blair explained to the board that included in their packets was a google review and a review of the social media analytical data and commentary. Mrs. Blair pointed out that we were featured in the Brunswick Magazine. Commissioner Hosmer suggested that Mrs. Blair give them a year's review of the schematics so that they can see trends. It was suggested that moving forward this data be presented quarterly rather than yearly.

ATTORNEY'S REPORT:

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

INFORMAL DISCUSSION:

Commissioner McCoy mentioned an article he read about the water shortage in Arizona; he said they were planning to pipe in water 200 miles from Mexico.

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.

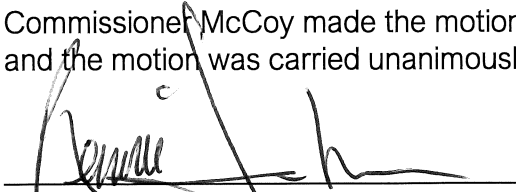
It was said there was nothing to report out of the Executive Session.

ANNOUNCEMENT OF NEXT MEETING:

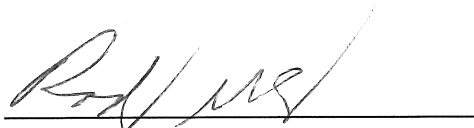
Chairman Jenkins announced the next Regular Board Meeting to be September 20, 2023, at 6 p.m.; he said the meeting will be located at Belville Town Hall.

ADJOURNMENT:


Commissioner McCoy made the motion to adjourn the meeting at 8:34 p.m., a vote was called, and the motion was carried unanimously.



Ronnie Jenkins, Chairman



Rodney McCoy, Secretary



Deana Greiner, CMC Clerk to Board

9/20/23

Date of Approval