

## MINUTES

Regular Meeting  
Cleveland County Water Board Room

January 8, 2019  
Tuesday, 7: 00 P.M.

Present: Vice Chairman Dewey Cook, presiding; Secretary Bill Cameron, Commissioners Amy Bridges, John Taylor and Tony Brooks, General Manager Brad Cornwell.

Vice Chairman Cook called the meeting to order at 7:00 PM, welcomed all who were in attendance and recognized General Manager Brad Cornwell who gave the invocation and Vice Chairman Cook led the *Pledge of Allegiance*.

### A. Approval of agenda:

Vice Chairman Cook asked Commissioners if anyone had any questions related to the adoption of the agenda. With no questions, he requested a motion to approve the agenda.

#### 1) Motion to adopt the proposed agenda

ACTION TAKEN: Upon a motion by Mr. Brooks and second by Mr. Taylor, the Board of Commissioners voted unanimously to approve the agenda.

### B. Special Presentation by Vice Chairman Dewey Cook

Vice Chairman Cook recognized John Taylor for his accomplishments and his recent induction into the Hall of Fame. Mr. Taylor was presented with a framed article that was published in The Shelby Star.

### C. Public Comment:

Vice Chairman Cook requested the time for Public Comment and Mr. Cornwell noted that no one had signed up for Public Comment.

### D. Consent Agenda:

Action Taken: Vice Chairman Cook presented the Consent Agenda Items. Upon a motion by Mr. Brooks second by Mrs. Bridges the Board of

Commissioners voted unanimously to approve the Consent Agenda. The Consent Agenda consisted of the following items:

- 1) Approval of the Minutes of the Regular Meeting of December 11, 2018
- 2) Approval of the Special Meeting Notice for February 9, 2019

E. Unfinished Business:

- 1) Consideration of Budget Ordinance Number 1-2019 An Ordinance Amendment for a Capital Project Ordinance and Budgets for Cleveland County Water Lattimore Water Tank Project

Mr. Cornwell updated the status of the Lattimore Water Tank. The bid opening for the project was in November. The members approved a tentative bid award at the meeting for the bid tabulation to be returned to NCDENR for review and approval. NCDENR has presented the Authority to Award letter for the project. The bids were significantly less than the original estimated cost of the project. The award letter details the amounts that are approved for the loan funding. There is a two percent closing costs associated with the project that will be paid from the fund balance. The closing costs are paid before the project begins. As the construction on the project progresses, pay applications will be submitted to NCDENR to withdraw funds from the loan balance. This budget ordinance is necessary because of the size and duration of this project. It appropriates the funds for the closing costs and adjusts the estimated costs of the project to the true bid amount of the project. Mr. Brooks questioned the time table of the project. Mr. Cornwell explained the process of the paperwork that needs to take place before the project can begin.

Action Taken: Upon a motion by Mr. Cameron, second by Mr. Brooks, the Board of Commissioners voted unanimously to adopt Ordinance Number 1-2019 *An Ordinance Amendment for a Capital Project Ordinance and Budgets for Cleveland County Water Lattimore Water Tank Project*

F. New Business:

- 1) Consideration of Resolution Number 1-2019 Adopting the Cleveland County Water Policy for Adjustment of Customer Accounts for Abnormal Situations Involving Loss of Metered Water

Mr. Cornwell explained that the current leak adjustment policy allows for a customer to receive an adjustment for a water leak every three years. The current policy is not specific to the circumstances of the high-usage water bill. Mr. Cornwell noted customer situations that due to customer error, for example forgetting to turn off the water hose, has led to a customer adjustment for a water leak. The current policy does not specify a time range for the leak adjustment. A customer can currently ask for a leak adjustment on a bill that is six months old. Mr. Cornwell noted that some customers bring their repair receipts with them when applying for a leak adjustment. The new leak adjustment policy will define that a customer will be required to supply a receipt for materials or a plumbing bill for the repair. If the customer is unable to supply a receipt but can verify that a repair has been made, a field technician can be sent to the address to meet with the customer for verification that a repair has recently been made. The leak adjustment will be gauged by the amount that was billed in the same month of the prior year. If a customer has no prior year history, the recent months will be averaged to obtain the amount of the leak adjustment. The water bill in question must be bill in excess of five thousand gallons to be eligible for a leak adjustment. The average bill of the residential customer in the system is five thousand gallons a month. The new policy will still allow for adjustments that cross two billing months. If the leak is not requested in a three-month period, the bill can no longer be adjusted. Mr. Cornwell noted that the goal of the new policy was to give guidelines concerning the leak adjustment policy. Mr. Brooks asked if the new policy will be available on the website. Mr. Cornwell confirmed that the new policy would be available on the website.

Action Taken: Upon a motion by Mr. Taylor, second by Mr. Cameron, the Board of Commissioners voted unanimously to adopt Resolution Number 1-2019 *Adopting the Cleveland County Water Policy for Adjustment of Customer Accounts for Abnormal Situations Involving Loss of Metered Water*

## 2) Informational Discussion Regarding Elections held in Even versus Odd Years

Mr. Cornwell noted that this topic would be discussed in more depth at the next meeting but that he would share the information that he had learned thus far. Recently, the General Assembly has moved the school board election to even numbered years. Some of the members had raised questions about possibly changing the Sanitary District election to even numbered years. These questions were discussed with Representative Kelly Hastings and the Director of the Board of Elections, Clifton Philbeck. Mr. Cornwell detailed some history about election costs and the municipalities involved. The formula used to calculate election expense in an even year is based on voter turn-out. The formula used to calculate the odd numbered year elections included Cleveland County Government paying a third of the election for the school board costs, CCSD covering a third of the expense, and all the other municipalities paying a third in the odd numbered years. With the General Assembly moving the school board election to the even numbered years, the Board of Elections Director informed Mr. Cornwell that the formula needs to be revisited for cost sharing for the odd numbered year elections. In both odd and even numbered years the costs for election is likely to increase based to the recent changes. There was discussion concerning problems and questions. Mr. Cornwell noted that he had been promised more information, and there would be more discussion at the next meeting.

### G. General Manager's Report:

Mr. Cornwell began with the financial reports for December. The quarterly transfers have been completed for capital reserve and OPEB. The employee comp time cash in for employees occurred in December. The maintenance report numbers have decreased due to the rainy weather. Mr. Cornwell noted that the yard repairs are behind due to the weather. The reports for the water plant and the billing department were shared. Mr. Cornwell discussed in more detail the problems and concerns that the weather has caused. This included an update on the Town of Fallston project. The wet weather has slowed down the progress being made on the water line installation. The government shut down has caused a delay in pay outs through the USDA office because that office is currently closed. Mr. Cornwell has attempted some alternative ways to contact folks with legislative

assistance through Congressman McHenry's and Senator Burr's offices. The Golden Valley Road line replacement is currently being installed. There have been some cut phone drops. The phone company has line locating for the main cables, but the phone drops are not located. In cases where the service was going to be out for several days the cut cable was spliced back together keep the customers telephone service in working order.

#### H. Board Members Announcement and Remarks

Mr. Taylor asked if we heard anything from the Cross Creek customers. Jeff Earl noted that we had not heard anything.

#### I. Adjournment

Action Taken: Vice Chairman Cook called for a motion to adjourn. Upon a motion by Mr. Brooks, second by Mr. Taylor the Board of Commissioners voted unanimously to adjourn at 7:47 PM.

Respectfully submitted,

*Bill Cameron*

Bill Cameron  
Secretary

