

MINUTES

Regular Meeting
Cleveland County Water Board Room

November 8, 2022
Tuesday, 7:00 P.M.

Present: Chairman Donald Melton; presiding, Vice Chairman Dewey Cook, Secretary Bill Cameron, Commissioners Amy Bridges, Tony Brooks, Bruce Martin, and General Manager Brad Cornwell. Attorney Tim Moore attended via video conference. Commissioner Pete Pedersen was absent.

Chairman Donald Melton called the meeting to order at 7:00 PM, welcomed all who were in attendance and recognized Commissioner Tony Brooks who gave the invocation and Commissioner Bruce Martin led the *Pledge of Allegiance*.

A. Approval of agenda:

Chairman Melton asked Commissioners if anyone had any questions related to the adoption of the agenda. Mr. Cornwell noted that the agenda needed to be amended to include item E-1 AT&T Contract under new business.

Chairman Melton requested a motion to adopt the agenda as amended.

ACTION TAKEN: Upon a motion by Mr. Cameron and second by Mr. Brooks, the Board of Commissioners voted unanimously to approve the agenda as amended to include item E-1 under new business.

B. Public Comment:

There were no public comments.

C. Consent Agenda:

Action Taken: Chairman Melton presented the Consent Agenda Items. Upon a motion by Mr. Brooks, second by Mr. Martin, 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 October 11, 2022
- 2) Approval of the Minutes of the Closed Session of October 11, 2022
- 3) Consideration of Ordinance Number 18-2022 An Ordinance Amendment for a Capital Project Budget Ordinance and Budgets for Cleveland County Water's ARP funded Polkville Tank and Booster Pump Station Project

- 4) Consideration of Ordinance Number 19-2022 An Ordinance Amendment for a Capital Project Budget Ordinance and Budgets for Cleveland County Water's ARP Funded Belwood Tank and Booster Pump Station Project
- 5) Consideration of Ordinance Number 20-2022 An Ordinance Amendment for Capital Project Ordinance and Budgets for Cleveland County Water's ARP funded Waco Booster Pump Station Project

D. Unfinished Business:

- 1) Consideration of Ordinance Number 21-2022 An Ordinance Amendment for a Capital Project Ordinance and Budgets for Cleveland County Water's McBrayer-Homestead Road Bridge Project

Mr. Cornwell explained the history of the McBrayer-Homestead Bridge project. The budget ordinance and municipal documents were completed in February. The engineers reviewed the costs for the project and determined that due to the increased price of material costs, the budget for the project would need to be increased. The project is reimbursable through the NCDOT because the bridge relocation is a project through the NC Department of Transportation. The NCDOT reviewed the amended budget and approved the budget. The budget ordinance and the resolution are both related to this NCDOT project.

ACTION TAKEN: Upon a motion by Mr. Cameron, second by Mr. Martin, the Board of Commissioners voted unanimously to adopt Ordinance Amendment Number 21-2022 *An Ordinance Amendment for a Capital Project Ordinance and Budgets for Cleveland County Water's McBrayer-Homestead Road Bridge Project*

- 2) Consideration of Resolution Number 45-2022 A Resolution Awarding the Bid for Cleveland County Water's Water Line Relocation for the NCDOT McBrayer-Homestead Bridge Relocation Project

The project size and cost for the McBrayer-Homestead Bridge Relocation required a bid process. Mr. Cornwell reported that three bids were obtained with the low bid awarded to Piedmont Utility Group.

ACTION TAKEN: Upon a motion by Mrs. Bridges, second by Mr. Cook, the Board of Commissioners voted unanimously to adopt Resolution Number 45-

2022 A Resolution Awarding the Bid for Cleveland County Water's Water Line Relocation for the NCDOT McBrayer-Homestead Bridge Relocation Project

E. New Business:

- 1) Consideration of the AT&T contract to relocate utility lines for Duke Energy and AT&T at the location of the New Operations Center

The members were provided information packets at their seats relating to this item. Mr. Cornwell explained that the utility pole at the entrance of the New Operations Center would need to be relocated during construction. This matter was handled by General Manager Cornwell in lieu of being included in the design plan for the construction. AT&T Representative, Dennis Cole, shared the estimated contract price with Mr. Cornwell for the total cost involved with the utility relocation. The contract price included the engineering fees, labor, and materials. The total costs of the improvements are \$64,083.57. Mr. Cornwell noted that the estimate was less than the anticipated expense. The estimate is only good for thirty days. The budget ordinance for this expense will be presented at the next board meeting for member approval. Mr. Martin asked for clarification concerning the participation of Duke Energy in this project. Mr. Cornwell clarified that the utility pole is owned by AT&T. The AT&T Representative, Dennis Cole, has been in contact with the Duke Energy and Time Warner Cable representatives. Duke Energy and Time Warner Cable can still refuse to participate in the utility relocation. Mr. Cornwell explained that AT&T would remove and relocate their utilities from the pole and send notifications through the joint utility's association to the other utilities that the pole would be abandoned and removed, all utilities are required to be removed from the pole. Mr. Cameron asked if the pole would be relocated across the road. Mr. Cornwell responded that the utility pole would be relocated to another location on the property. The official plans of the exact location have not been released.

ACTION TAKEN: Upon a motion by Mr. Cook, second by Mr. Martin, the Board of Commissioners voted unanimously to *authorize the General Manager to execute the contract with AT&T for the relocation of the utility pole and to authorize the payment of the sum of the contract*

F. General Manager's Report:

Mr. Cornwell introduced Ginger Fern, Finance Director, to present the finance portion of the General Manager's report. Mrs. Fern referred the members to the financial statements at their seats for October. The local options sales tax revenue continues to be higher than the budgeted amounts. The materials account continues to be overbudget. Mrs. Fern explained that the costs of materials and the struggle to obtain materials continues. Mr. Cornwell noted that some of the budgeted projects have been placed on hold to offset the higher costs of materials and the supply chain issues. The pump station demo for the former Cleveland Mills location was paid in the amount of \$22,000.00. The auditors have completed the 2022/2023 financial audit and the submission deadline for the Local Government Commission was met. The audit was submitted with no findings. The Local Government Commission has not responded with their comments and findings at this time. The District was required to submit a copy of the audit to the federal audit clearinghouse. The audit was accepted by the federal audit clearinghouse and no further action was required. The auditors were invited to the November meeting for the audit presentation. The auditors had a scheduling conflict and were unable to attend the November meeting. The auditors were invited to make the presentation via video conference but elected to attend the December meeting in person. Mrs. Fern directed the members' attention to a packet at their seats titled the self-evaluation guide. This document was provided by the USDA. The USDA will be onsite on November 15, 2022. The USDA is providing the funding for the New Operations Center and the weir project. The guide assures the USDA that the District treats all customers fairly regardless of circumstances. Mr. Earl, Operations Director, continued with the maintenance report. The installation of the radio read meters continues, this project is at the halfway mark. The Delight Road and the Dickson Road projects are completed. The crew has relocated to Saint Peters Church Road to continue the Belwood ARP project. Mr. Earl shared the water plant numbers for October. The approval letter has been received from NC DWI for the Marion Street Booster Pump Station. The pre-bid meeting has taken place and the project will be bid on in a couple of weeks. The contractor is about to do a tie-in on the Clearwell project. The contractor will be pouring the slab for the foundation during the night. The company delivering the concrete believed their drivers would be safer on the road at night. The construction on the building will begin next week. Mr. Cornwell noted that Customer Service Director, Michelle

Alexander, was not able to attend due to assisting with the election polls, the meeting being held on Election Day. The billing and lock out numbers were included in the member packets for reference. Mr. Cornwell reported the Town of Lawndale made a motion to assist in the submission of the RAISE grant application for the Stagecoach Greenway. The pre-application will be submitted on Thursday. This application will include the construction for the trail boardwalk alongside Casar Lawndale Road and the Main Street streetscape project in Lawndale from the city limits to the other side city limits. The RAISE grants are yearly grants that are coordinated through funding from the Build America bonds. The request for proposals for the engineering for the design of this section of the Stagecoach Greenway are being advertised through NCDOT. Mr. Cornwell shared that the request for proposals for the Cherryville Interconnection are being advertised. Mr. Cornwell shared pictures of the completed Scout Hut repairs with the members. The Scout Hut was built in the 1940s. The roof was replaced, the outside was painted, and the floor joists were replaced. The master plan for the Stagecoach Greenway includes the Scout Hut. The members shared their appreciation for the improvements made to the Scout Hut. Mr. Cornwell shared the parade list for the members' participation.

G. Board Members Announcement and Remarks

Attorney Moore noted that he had another meeting to attend and would be leaving the meeting via videoconference. Chairman Melton noted that he would like for Commissioners to have a gathering for Christmas together and that he would arrange for a time, date and place and contact each Commissioner.

I. Closed Session

1) To consider qualifications, competence, performance, character, fitness, and to complete the annual performance evaluation of the General Manager in accordance with NCGS 143-318.11(a)(6).

Action Taken: Upon a motion by Mr. Brooks, second by Mrs. Bridges, the Board of Commissioners voted unanimously to go into Closed Session at 7:36 PM.

Action Taken: Upon a motion by Mrs. Bridges, second by Mr. Martin, the Board of Commissioners returned to Open Session at 7:50 PM.

Action Taken: Upon a motion by Mr. Cameron, second by Mr. Cook, the Board of Commissioners voted unanimously to provide the General Manager, Brad Cornwell, a 5% salary increase based upon positive review from his annual performance evaluation.

I. Adjournment

Action Taken: Chairman Melton called for a motion to adjourn. Upon a motion by Mrs. Bridges, second by Mr. Martin, the Board of Commissioners voted unanimously to adjourn at 7:52 PM.

Respectfully submitted,

Bill Cameron

Bill Cameron, Secretary

