

MINUTES

Regular Meeting
Cleveland County Water Board Room

September 8, 2020
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 John Taylor and General Manager Brad Cornwell. Attorney Tim Moore attended the meeting via video conference.

Chairman Donald Melton called the meeting to order at 7:00 PM, welcomed all who were in attendance and recognized Secretary Bill Cameron 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. Chairman Melton requested a motion to adopt the agenda.

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

B. Public Comment:

There were no public comments.

C. Special Presentation

1) Greenway Project Update by Eric Woolrich, Destination by Design

General Manager Cornwell introduced Eric Woolrich and Tim Johnson from Destination by Design to present an update on the progress being made on the Greenway project. Mr. Cornwell shared that the first meeting of the steering committee was held a couple weeks ago, the next meeting of the steering committee will be in October along with the public outreach meeting in November. Mr. Woolrich started with his presentation. The project includes a project overview, park concepts, branding and the next steps. The first phase of the project, which included site visits, GIS mapping, drone photography and site analysis has been completed. The second phase of the

project will include concept plans for each park, developing a visual brand, facility and signage design, creating the engagement video and designing the public website. The timeline for the project was shared with the project beginning in April. The branding process began with a survey was presented to participants in August. The public engagement will be coordinated for a November date. The final presentation is planned for December in a joint meeting of the members and the steering committee. Mr. Woolrich shared the three planning sections of the Greenway project and their corresponding areas. The sections are named according to their locations, the Lawndale Park section, the Long Rock section, and the River Point section. The entire Greenway project covers an area of approximately five miles. The property is evaluated during the analysis for opportunities and constraints. The opportunities are features and assets that will be connected through the greenway and trail. Mr. Woolrich shared the opportunities and constraints of each section of the Greenway project with the members. The presentation continued with the park concepts. There are several locations on the Greenway property being considered for park locations. The improvements and requirements for these park locations were presented and shared. The presentation included several options depending on funding availability, low fund and high fund concepts were both shared. The trail head beginning and ending points were suggested. Mr. Woolrich continued with the branding for the Greenway by sharing some of the survey results and the branding ideas. The next steps will include the submission of the funding grant applications and work will continue for the branding concepts, including the video and website. The public outreach will be scheduled for November and the final presentation will be scheduled for December. Mr. Woolrich discussed the future of this project and the engineering and design phases after this phase is complete. The Greenway funding options were also discussed.

D. Consent Agenda:

Action Taken: Chairman Melton presented the Consent Agenda Items. Upon a motion by Mr. Brooks second by Mr. Cook, 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 August 11, 2020
- 2) Approve of the Minutes of the Closed Session Meeting of May 12, 2020
- 3) Consideration of Resolution Number 27-2020 A Resolution Ratifying the Purchase of Real Property from Joan Henrietta Roskam

- 4) Consideration of Resolution Number 31-2020 A Resolution Adopting an Updated Capital Improvements Plan (CIP) for Cleveland County Water

Mr. Cook requested clarification on the Capital Improvement Plan included in the consent agenda. Mr. Cornwell clarified that the CIP plan was for projects that were already in place and had already been discussed with the members, however the date on the CIP plan needed to be updated due to the age of the date on the prior CIP plan.

E. Unfinished Business:

- 1) Consideration of Resolution Number 28-2020 A Resolution Authorizing the General Manager to Return to Certain Suspended Collection Policies in Response to Actions Taken in Response to the COVID-19 Pandemic and Governor Roy Coopers Executive Orders No. 124 and 142

Mr. Cornwell explained the fees that were suspended due to the executive order issued by the Governor pertaining to COVID-19 pandemic. The following fees were not charged to customers during this time: non-payment penalties, late fees, returned check fees, and third-party convenience fees. The third-party convenience fees have been paid by the District for the customers during the pandemic. Mr. Cornwell shared statistics on the revenue that was lost due to the suspension of these fees. The office staff attempted to contact all the customers included in these statistics before the disconnections took place. The numbers for customers that paid to restore their services, took payment arrangements, closed their accounts and no contact were graphed and discussed. The statistics collected were during the period after the executive order expired and the process for nonpayment disconnections began. Most customers locked for non-payment paid their water accounts to restore their services. The payment arrangements were a necessary need for the customers that required them. The approval of this resolution will allow the customers to receive notification on their September water bills that all late fees will resume effective October 1, 2020. The returned check fees and third-party convenience fees will resume effective November 1, 2020. Mr. Brooks noted that the bank drafts were still free to the customer. Mr. Cornwell verified that the bank drafts were free to the District and the customers. Mr. Brooks asked about the notes on the customers bill.

Mr. Cornwell answered that the messages on the bill would be as descriptive as space would allow. Mr. Brooks questioned if numbers could be shared for the costs of the revenue lost during the pandemic. Mr. Cornwell explained that the lost customer revenue, for example the late fees, returned check fees and third-party convenience fees would be trackable, the bank interest lost due to the pandemic would be more difficult to calculate. Mr. Cornwell will be summarizing these figures to be presented to the members. Mr. Taylor asked if the State of North Carolina would offer aid to any utilities for the lost revenue due to the pandemic. Mr. Cornwell is not aware of any offers of any aid available on the state level.

Action Taken: Upon a motion by Mr. Cook, second by Mr. Brooks, the Board of Commissioners voted unanimously to adopt Resolution Number 28-2020 *A Resolution Authorizing the General Manager to Return to Certain Suspended Collection Policies in Response to the COVID-19 Pandemic and Governor Roy Coopers Executive Orders No. 124 and 142*

F. New Business:

- 1) Consideration of Resolution Number 29-2020 A Resolution Authorizing Submission of an Application for Funding for the Cleveland County Water Flocculation and Sedimentation Improvements Project to the State of North Carolina

Mr. Cornwell introduced Jeff Earl, Operations Director, to explain this project. This project will be presented to the NCDENR for loan funding. The loan will be a twenty-year term loan with a low interest rate. This project will include two repairs on the Water Plant improvements list. The applications for the loan funding are due by the end of September. Mr. Earl began his presentation explaining that the project would contain the new flocculation and flash mixer and the repair of the existing sedimentation basins. The water plant has been repeatedly expanded and repaired over the years during the recent engineering evaluation it was determined that the concrete had structural defects in the sedimentation basins. Since both projects require concrete construction it was determined that the best solution would be to combine the projects and do both projects at the same time. Mr. Earl explained the flocculation and coagulation process and how

the water passed through the flash mixer into the troughs. The water must be mixed by the flash mixer within a certain amount of time to meet State of North Carolina standards. This project would allow for the addition of a new flash mixer. Any repair to the flash mixer must be performed in less than an hours-time to assure that the water production is processed in a timely manner. The addition of a new flash mixer would allow for repairs and back-up. The current situation allows the flocculation to travel into the other sedimentation basin. The project would make the sedimentation basins structurally sound and allow for the addition of the flash mixer and relocation of the flocculator and demo out the structural defaults. Mr. Cameron inquired as to the time of the year of the project to keep water production. Mr. Earl replied that some of the work would be done in the winter and summer. Mr. Brooks asked if the project would be done in phases. Mr. Earl answered that the construction could be isolated while the remaining water plant is still producing. The basins will be done one at a time. Mr. Cornwell elaborated on the difference of the previously discussed filter repair during the summer-time demand versus this project construction. The processes are difference and effect production in different ways. Mr. Cornwell explained that this resolution was for the application submission of this project. If NCDENR denies the application for the project, another plan will be created.

Action Taken: Upon a motion by Mrs. Bridges, second by Mr. Martin, the Board of Commissioners voted unanimously to adopt Resolution Number 29-2020 *A Resolution Authorizing Submission of an Application for Funding for the Cleveland County Water Flocculation and Sedimentation Improvements Project to the State of North Carolina*

- 2) Consideration of Resolution Number 30-2020 A Resolution Authorizing the General Manager to Enter into an Agreement with the NC 811 System to Paint the Updated CCW LOGO and the NC 811 LOGO on the Airport Road Tank

Mr. Cornwell explained the location of the Airport Road tank in reference to the new NC Highway 74 bypass project. The NC 811 has approached the District with available educational funding to paint their logo on the Airport Road water tank. The current CCW logo on

the Airport Road tank is the previous water drop logo. NC 811 has proposed that their NC 811 logo along with the CCW new logo be painted on the bypass side of the Airport Road tank. The painting would be paid for with the NC 811 educational funding with a contract term of eight years. Mr. Cornwell has been presented samples of the logo partnership with Brunswick County and Statesville. The partnership with NC 811 makes banners and signs available that have been placed in populated areas to encourage the public to use the services that NC 811 provides. This resolution authorizes the Mr. Cornwell to consult with the CCW Attorney to review and negotiate a contract for the logos on the Airport Road tank.

Action Taken: Upon a motion by Mr. Cook, second by Mr. Brooks, the Board of Commissioners voted unanimously to adopt Resolution Number 30-2020 *A Resolution Authorizing the General Manager to Enter into an Agreement with the NC 811 System to Paint the Updated CCW LOGO and the NC 811 LOGO on the Airport Road Tank*

G. General Manager's Report:

Mr. Cornwell began by sharing that the Town of Fallston mediation was completed without a resolution. The monthly reports are all available to members for review. The Skyrunner tank attachment is still in negotiation. Mr. Cornwell reminded the members about the upcoming Greenway dates.

H. Board Members Announcement and Remarks

The members noted appreciation for the work being done.

H. Closed Session

- 1) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or other proposed contract for the acquisition of real property by purchase, option, exchange or lease in accordance with NCGS 143-318.11 (5) and to consult with the District attorney employed or retained by the District in order to preserve the attorney client-privilege between the attorney and the public body in accordance with NCGS 143-318.11 (3).

Action Taken: Upon a motion by Mr. Brooks, second by Mr. Taylor, the Board of Commissioners voted unanimously to go into Closed Session at 8:06 PM.

Action Taken: Upon a motion by Mr. Cook, second by Mr. Taylor, the Board of Commissioners returned to Open Session at 8:13 PM.

I. Adjournment

Action Taken: Chairman Melton 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 8:14 PM.

Respectfully submitted,

Bill Cameron

Bill Cameron, Secretary

