

MINUTES

Regular Meeting
Cleveland County Water Board Room

March 9, 2021
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, and Attorney Tim Moore via video conference call.

Chairman Donald Melton called the meeting to order at 7:00 PM, welcomed all who were in attendance and recognized Commissioner Bruce Martin 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. Special Presentation:

Presentation by Mr. Tim Johnson, Destination by Design
Stagecoach Greenway and Parks Masterplan

Mr. Cornwell introduced Tim Johnson, the consultant from Destination by Design. The members were reminded that the public meeting for the Greenway masterplan has been held and the ideas and concepts were shared with the public. Mr. Johnson will be presenting the final masterplan to the members for approval at the end of the presentation. The approval will be in the form of a resolution that is required for the adoption of the Stagecoach Greenway and Parks Masterplan. Mr. Johnson began his presentation by sharing the plan and explaining all the parts of the plan in detail. The document begins with the history of Lawndale, the stagecoach trail and how the greenway obtained the naming. The plan explains how the District came to lead the efforts to build the parks and the greenway on the First Broad River. The site analysis shares information about the locations and conditions. The project was divided into three areas, the Lawndale, Long Rock and River Point section. Each section has a summary of the environment that contains

natural environment, flood plains, photography, soil content, and analysis of the build environment. There are maps for the opportunities and constraints for each section. Mr. Johnson shared the information for each of the section of the greenway project. The public meeting had approximately fifty attendees, the feedback from the public was very positive. A website and video were created to promote and share information with the public about the greenway project. A steering committee was created to review concepts and provide feedback. Mrs. Bridges was a member of the steering committee keeping the members of the board informed. The plan continues with trail character and design guidelines of the greenway system. Mr. Cameron asked for clarification concerning steps in the greenway. Mr. Johnson clarified that the current design is for cycling and walking with no steps. The brand summary is shared the plan for the logos, the colors used, and the materials used. The plan concludes with the overview for the complete greenway, details for each plan section, estimates of costs, and points of interest. The timeline for the implementation goals was communicated, this contained periods of short, mid, and long-term construction. Each section of the greenway construction was assigned into a construction timeline period. Mr. Johnson shared future recommendations for the Greenway, maintaining and continuing the steering committee, establishing partnerships with the Town of Lawndale and NC Department of Transportation. When future land properties are purchased, those properties will be incorporated into the plan as appropriate. Mr. Johnson explained the importance of the brand and the specifics of the brand needed to be shared with any vendors that may be conducting work pertaining to the Stagecoach Greenway. Mr. Cornwell reminded the members that Mr. Johnson would return to next month's board meeting to share the Parks and Recreation Trust Funds application because the application will be due in May. The next public meeting will be held at Palm Tree Methodist Church Fellowship Hall on March 18, 2021 at 5:00 p.m.

- 1) Consideration of Resolution Number 7-2021 A Resolution Adopting the Stagecoach Greenway and Parks Masterplan for Cleveland County Water

Action Taken: Upon a motion by Mr. Taylor, second by Mrs. Bridges, the Board of Commissioners voted unanimously to adopt Resolution Number 7-2021 A *Resolution Adopting the Stagecoach Greenway and Parks Masterplan for Cleveland County Water*

C. Public Comment:

There were no public comments.

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 February 9, 2021
- 2) Consideration of Resolution Number 8-2021 A Resolution Ratifying the Purchase of Real Property from Randy H. McKee

D. Unfinished Business:

- 1) Consideration of Resolution Number 9-2021 A Resolution of Tentative Award for the Clearwell, High Service Pump Station and Water Line Project Number WIF1973

Mr. Cornwell reminded the members about the overages in the budget for the Clearwell project. We secured funding from NCDENR in the amount of \$7,560,000. The construction estimate is approximately \$7,000,000. The apparent low bidder is Dellinger from Monroe in the amount of \$8,754,375 which is approximately \$1.7 million over the construction budget. At the present time, we have reviewed and approved value engineering reductions in the amount of \$845,178. These are namely a reduction in the foundation design of \$401,500, contingency deduction of \$316,875, creek crossing reduction of \$95,090, asphalt in the amount of \$19,100 and a reduction of spare parts in the amount of \$12,613. This will come however at an increase of approximately \$50,000 in engineering work to redesign and resubmit the plans to NCDENR, which is required. With this reduction, this would bring the total construction award down from \$8,754,375 to \$7,909,197. The bids were received overbudget because of the cost increase in materials due the pandemic and concerns with the soil on the construction site. The contractor, the engineer, and the staff have reviewed the design and the plans to reduce the costs of the project to an amount closer to the original budget approved by the state. The re-designed plans, with approval of the members, will be returned to the engineer to be corrected and resubmitted to the state for a second approval. The resolution that is presented is named tentative because the state will increase the funding of the project because of the changes to the project. The state will then review the project again and approve the project for loan funding with the new budgets because of the changes.

Action Taken: Upon a motion by Mr. Cameron, second by Mr. Brooks, the Board of Commissioners voted unanimously to adopt Resolution Number 9-2021 *A Resolution of Tentative Award for the Clearwell, High Service Pump Station and Water Line Project Number WIF1973*

F. New Business:

1) Discussion Regarding Updated Rules of Procedure for the Cleveland County Water Board of Commissioners

Mr. Cornwell explained that the current rules of procedure for the members were old and outdated. The members were currently operating under a version that had been typed on a typewriter and no digital copy was available. The members had expressed in the past, an interest in upgrading and improving the rules of procedure for the CCW Board of Commissioners. Mr. Cornwell discussed some of the irregularities in the old policies and procedures. Attorney Moore shared a recently upgraded version of rules of procedures for the Cleveland County Board of Commissioners. The County's version was then corrected and altered to adapt to the needs of the members of the District. Mr. Cornwell shared some of the improvements contained in the new procedure. The District's altered version was presented to the members for review and or approval. Mr. Cornwell will be contacting each member to collect feedback about the new procedures.

G. General Manager's Report:

Mr. Cornwell began by sharing that the financial, maintenance, water plant and billing report numbers were available in the packets. The public meeting for the Stagecoach Greenway is scheduled for March 18, 2021 at Palm Tree Methodist Church Fellowship Hall. All members need to be in attendance. The CCW employees requesting to receive COVID vaccinations were vaccinated on March 3, 2021. The second doses will be administered on March 26, 2021. The funding letter for the Flocculation and Sedimentation Basin Improvements is included inside the packet. This loan will be for a twenty-year term and the interest rate will be 1.1%. The request for qualifications has already been advertised in the Shelby Star and will be presented at the next board meeting. Mr. Cornwell continued with

information provided by, Jennifer Mathis, Senior Customer Service Representative, containing a timeline and a prospective flyer about paperless billing. The billing software allows an option for customers to receive a paperless bill with a click of the button in the software. The customer will receive an email that the bill is available and how to obtain the copy of the bill. The more customers take advantage of the new option, the less postage required for mailing because paperless billing does not require postage. Mr. Cornwell shared some of the changes coming to the disconnection process. If a customer has a valid telephone number on file and can be reached at the valid telephone number, customers will be notified of their disconnection date via a telephone call. The costs of the telephone call will be \$.07 per telephone call. The current penalty fee assessed to the customer is not enough to cover the disconnection process from start to finish. This telephone call will encourage customers to pay their balance before the disconnection process begins. Mr. Cook asked if this same system could be used as notification for outages and customer alerts. Mr. Cornwell explained the differences between the system provided to us through our billing software and the system that Mr. Cook is familiar with through the fire department and the dispatch system. Mr. Cornwell noted that the next document that will be upgraded and replaced will be the customer rules and regulations. The current regulations call for a twenty-day due date. It is recommended that the due date be extended to twenty-five days. This request is being made because by using a third-party bill printer, it extends the process in turn around time. The time allotted the customer to return their payment is fewer days than was offered in the past. The post office is also experiencing delays that cause the customer bill to be delivered later. The five extra days will provide the customers more time to pay their water payment and will be consistent with the current payment time allotted for Duke Energy customers.

Mr. Cornwell shared some information concerning the sponsorship of yard signs for the seniors of Burns High School. The marketing budget has funding available for such a cause. In the past, the District has assisted Burns and Crest High Schools and their corresponding athletic teams with miscellaneous opportunities. An estimate has been included in the packet from Cherryville Signs & Graphics. Mr. Cornwell noted that if the members agreed to the sponsorship, for a member to make a motion to approve the sponsorship.

Action Taken: Upon a motion by Mrs. Bridges, second by Mr. Cook, the Board of Commissioners voted unanimously to sponsor the Burns High School senior class yard signs.

Mr. Cornwell shared the formal letter for USDA for the Weir and Operations Center project. The next board meeting will have the contracts for Willis Engineers, Weir project, and Boomerang Design, Operations Center to award the contract for the design process.

H. Board Members Announcement and Remarks

Mr. Cameron suggested that the roadway to the water office be adopted as part of the Stagecoach Greenway process. The recycling center causes an excess amount of trash on the roadside. Mr. Cornwell added that the NCDOT had a temporary budget set-back that caused them to cease the clean-up process on the sides of the road. The NCDOT has recently begun the clean-up process. The crew was contacted while working on Stagecoach Trail and within a day the same crew started working on Casar Lawndale Road. Mrs. Bridges asked if there would be scheduled elections this year. Mr. Moore, Attorney, responded that there would be municipal elections this year and elaborated in some detail. Mr. Brooks asked for clarification on the time of the public meeting. Mr. Cornwell answered that the meeting would begin at 5:30 p.m. Mr. Brooks noted that he was thoroughly impressed with the signage work done by the Burns High School students for the Stagecoach Greenway.

I. 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 (a) (5)

Action Taken: Upon a motion by Mr. Cameron, second by Mrs. Bridges, the Board of Commissioners voted unanimously to go into Closed Session at 7:58 PM.

Action Taken: Upon a motion by Mr. Cook, second by Mr. Brooks, the Board of Commissioners returned to Open Session at 8:20 PM.

J. Adjournment

Action Taken: Chairman Melton called for a motion to adjourn. Upon a motion by Mr. Taylor, second by Mr. Martin the Board of Commissioners voted unanimously to adjourn at 8:21 PM.

Respectfully submitted,

Bill Cameron

Bill Cameron, Secretary

