

**Minutes**  
**MCRWASA Board of Directors Regular Meeting**  
**January 26, 2017**

The Martin County Regional Water and Sewer Authority (MCRWASA) Board of Directors met for its Regular Meeting on Thursday, January 26, 2017 at 3:00 p.m. in the MCRWASA Water Treatment Plant Building, 1001 Park Street, Williamston, NC.

**ASSEMBLY**

Members present: Chairman David Bone, Board Director Hilton Keel, Board Director Junious Horton (alternate), Secretary Marion Thompson and Treasurer / Deputy Secretary Cindy Ange.

Vice Chairman Al Chesson and Board Director Tommy Bowen (alternate) were not in attendance.

Others present: Martin County: Water District Supervisor Ed Warren and County Commissioner Dempsey Bond, Jr.; Suez: Project Manager Joe Thaxton; Town of Williamston: Water System Operator Gary Barmer.

**Oath of Office**

Mr. Patrick was sworn-in as a Member of the MCRWASA Board of Directors by MCRWASA Secretary Marion Thompson, before the start of the meeting.

Mr. Patrick stated he had 25 years of experience in the water and sewer industry. Mr. Patrick also thanked the Board of Commissioners for the opportunity to serve as a MCRWASA Director.

Chairman Bone welcomed Mr. Patrick to the MCRWASA Board and commented on looking forward to benefiting from his years of experience in the water industry.

Chairman Bone called the meeting to order around 3:00 p.m. Shortly after the meeting was called to order, Board Director Horton arrived.

**AGENDA APPROVAL**

Director Keel made a MOTION to approve the agenda as presented, with a SECOND by Director Horton. The motion was APPROVED.

**APPROVAL OF MINUTES – November 29, 2016, Regular Session**

Director Keel made a MOTION to approve the minutes as presented, with a SECOND by Director Horton. The motion was APPROVED unanimously.

**PUBLIC COMMENTS – None**

**BUSINESS ITEMS**

## **Installation of New Board Member, Julius Patrick**

At the November 29, 2016 meeting, Mr. Albert Perry completed his term on the MCRWASA Board of Directors and expressed his preference to not serve another term. During its January 18, 2017 meeting, the Martin County Board of Commissioners appointed Mr. Julius Patrick to serve as a Martin County representative on the MCRWASA Board of Directors for a three-year term, which would expire November 30, 2020.

## **Review of the Maintenance Cap for the Water Treatment Plant, as Stipulated in the Contract with Suez**

Chairman Bone explained that as part of the compensation for Suez, the contract included a Maintenance Fund, to pay for necessary predictive, preventive, routine and minor corrective maintenance and repairs required for the continued operation of the system. The contract stipulated for an initial maintenance cap of \$35,000. The contract stipulates that Suez will notify MCRWASA when the utilization of the cap is about to reach 80%. Suez has expended \$14,000 of the cap so far this year, and the company would like to proceed with the execution of a number of other maintenance contracts, which would take Suez well above the \$35,000 cap.

Project Manager Joe Thaxton commented that Suez had completed the review on the annual contracts for the preventative and repair maintenance of major equipment in the MCRWASA Water Treatment Plant that require outside support of vendors. Some examples of major equipment requiring outside maintenance support are: the plant elevator, facility fire systems, generators, crane systems, backflow preventers, SCADA server maintenance, software support, HACH online analyzers, reagents replacements, lab equipment certification and calibration, emergency lighting, oils, filters, and calibration of all flow meters for certification for EPA and OSHA requirements. Suez also added some miscellaneous maintenance repair and emergency service items that will not be covered by the other contracts.

Suez recommended an increase in the maintenance cap for the current year from \$35,000 to \$90,000. Suez will continue to review maintenance expenses in preparation for the 2017-18 Budget.

A breakdown of anticipated 2016-17 expenses was provided as shown below:

SCADA Software	2,500
HACH lab equipment	2,435
HACH ammonia equipment	2,914
HACH online equipment; PH+ turbidity; conductivity	16,983
Backflow prevention	1,000
Simplex system	3,012
Sprinkler system	1,572
Server Backup Software	1,200
Elevator	1,800
Server equipment	2,800
TOC Analyser	6,000
THM Analyser	4,000
Generators	4,500
Overhead door	1,000

Crain inspection	2,000
Studio 5000 software	785
CL17 Reagents	4,800
Ammonia Regents	2,650
Oil	500
Filters	2,000
Miscellaneous Maintenance Repairs	5,000
Lights, batteries and UPS's	2,500
Emergency lighting	600
Fire extinguishers testing	250
Calibration level, flows	6,000
Emergency services	5,000
Tax 0.065	<u>5,447</u>
Estimated Total	89,248

The Board of Directors was asked to approve the recommended increase in the maintenance cap.

Director Patrick made the MOTION to increase the maintenance cap line item from \$35,000 to \$90,000 for FY 2016-17, with a SECOND by Director Keel. The motion was APPROVED unanimously.

**Budget Amendment #4 – Maintenance Cap**

Budget Amendment #4 would provide additional funding for the Maintenance Cap, as recommended by Suez.

**BUDGET ORDINANCE AMENDMENT-4**

BE IT ORDAINED by the Board of Directors of Martin County Regional Water and Sewer Authority that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2017.

Section 1. To amend the Operating Fund, the expenditures are to be changed as follows.

	Increase	Decrease
Contracted Services	\$ 55,000	

This will result in an increase of \$55,000 in the expenditures of the Operating Fund. To provide an increase in the revenues for the above, the following revenues will be changed.

Fund Balance Appropriation	\$ 55,000
----------------------------	-----------

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Finance Officer for their direction.

MOTION by Director Keel and SECONDED by Director Patrick to adopt the above budget ordinance amendment this 26th day of January 2017.

## **INFORMATIONAL UPDATES**

### **Update on MCRWASA Well #1**

Chairman Bone explained shortly after the start-up of MCRWASA Well #1 began on August 1, 2016, there were isolated complaints about cloudy water. The Martin County staff increased the frequency of flushing of the Water District #1 lines, hoping this would be the solution to the issue. The MCRWASA Well #1 was taken offline, and the Water District #1 Hassell Well is being used instead, until a solution can be found or better results can be obtained. The staffs of Suez and Martin County continue to work with The Wooten Company and Magette Well and Pump Co., the driller of the well, on this matter.

Chairman Bone stated Magette installed a timer to operate the well in cycles. It appears water quality has improved. Engineer Brian Johnson, of The Wooten Company recommended continued flushing and the gathering of data to measure further improvements.

Project Manager Joe Thaxton added The Wooten Company recommended working with Groundwater Management Associate (GMA) of Greenville, NC, to determine the best way to move forward. Project Manager Thaxton hoped to have the proposal from GMA by the next MCRWASA meeting.

### **Update on Staffing**

At the October 27, 2016 meeting, Project Manager Thaxton reported Suez approved the hiring of one additional position for the MCRWASA water treatment plant. Project Manager Joe Thaxton reports advertising for this position should begin in the near future, at that time.

As an update, Project Manager Thaxton reported the position had cleared Suez Human Resources Department and should be posted soon.

### **Possible High School Intern**

Project Manager Thaxton stated Suez had partnered with Riverside High School about the possible placement of a high school intern at the MCRWASA Water Treatment Plant. Project Manager Thaxton reported the job was posted by the School Recruiter, and the position had been filled. Seven (7) hours have been allocated for the intern, although he/she may work more hours.

Project Manager Thaxton suggested inviting science or biology classes/students to tour the Water Treatment Plant. Chairman Bone suggested inviting the teachers to come and tour the Plant on school workdays.

### **Update on Change Order #9 – BPS Project**

On April 28, 2016, the MCRWASA Board of Directors approved Change Order #9 with Suez. This change order involved a modification to the Bailey Road Booster Pump Station. The bypass line would allow Williamston water to be directed into the inlet of the Bailey Pump Station. This would allow SUEZ to pump water from the Town to the County and boost the chlorine levels to that side of the County. The total cost of the change order approved was \$23,562.

At the October 27, 2016 meeting, Project Manager Thaxton reported the construction proposals received were higher than the engineering estimates. Mr Thaxton asked for an increase in the change order of \$13,292.71 (total cost of \$36,854.71) to fund the additional construction cost. During that meeting, the MCRWASA Board of Directors approved the increase, as presented.

A pre-construction meeting was held. Project Manager Thaxton stated the equipment has arrived and should be installed within 4 to 5 days, weather permitting.

### **Update on Change Order #10 – Chlorine Pumps**

At the November 29, 2016 meeting, Suez Project Manager Thaxton asked for approval of Change Order #10, which totaled \$16,610. Change Order #10 would involve the installation of three new flow meters and additional SCADA controls for Chlorine Pumps.

Project Manager Joe Thaxton reported the parts were in, and the installation of the chlorine pumps should begin in the near future.

### **Monthly Report from Suez**

Project Manager Thaxton reported things were remaining constant. The usage of water was higher because of waterline leaks in the Town of Williamston and the Water Districts caused by the extreme drop in temperature and cold weather.

### **Other Updates**

Chairman Bone commented on Martin County being awarded a \$1.5 million grant for Water District #1 – Oak City area, for replacement water infrastructure. The grant would be funded 100%. The County would not be required to provide any matching funds.

### **ADJOURNMENT**

With no further business to discuss, Chairman Bone adjourned the meeting around 3:55 p.m. The next regular meeting for the MCRWASA would be Thursday, February 23, 2017 at 3:00 p.m.

---

David Bone, Chairman

---

Marion B. Thompson, NCCCC  
MCRWASA Secretary