

Minutes
MCRWASA Board of Directors Regular Meeting
March 26, 2020

The Martin County Regional Water and Sewer Authority (MCRWASA) Board of Directors met for its Regular Meeting on Thursday, March 26, 2020 at 3:00 p.m. in the MCRWASA Water Treatment Plant Building, 1001 Park Street, Williamston, NC.

ASSEMBLY

Members present: Chairman David Bone, Vice Chairman Al Chesson, Board Director Stacy Stalls, Board Director Tommy Bowen (alternate), and Deputy Secretary Christina Craft. Board Director Julius Patrick and Treasurer/Deputy Secretary Cindy Ange were virtually present via a conference call.

Board Director William Coffield was not in attendance.

Others present: Martin County: Deputy Secretary Jessica Godard; Town of Williamston: Water System Operator Gary Barner; and SUEZ: Project Manager Joe Thaxton and Senior O & M Technician Eddie Bristow.

Chairman Bone called the meeting to order at 3:00 p.m.

AGENDA APPROVAL

Director Chesson made a MOTION to approve the agenda as presented, with a SECOND by Director Stalls. The Board APPROVED the motion unanimously.

APPROVAL OF MINUTES – January 23, 2020 Regular Session

Director Patrick made a MOTION to approve the minutes, with a SECOND by Director Stalls. The Board APPROVED the motion unanimously.

PUBLIC COMMENTS – None

BUSINESS ITEMS

1. Public Hearing:

The NC General Statutes have multiple requirements in regards to adoption of a local government's annual budget. A public hearing on the budget is required by NC General Statute 159-11. This afternoon's public hearing has been duly advertised. The MCRWASA Board is asked to hold a public hearing to receive public comment on the budget.

NCGS 159-13 specifies that no earlier than 10 days after the budget is presented to the governing body and not later than July 1st, the governing body shall adopt a budget ordinance. Otherwise, the MCRWASA Board may adopt an interim budget ordinance to be effective from July 1st to August 1st.

As per the inter-local agreement, each member is required to make a "Minimum Purchase." The agreement reads as follows:

"For the purposes of this Agreement, 'Minimum Purchase' means the volume of water...which is equal to one hundred percent of the Full Water Requirements of each Member Entity based on actual consumption levels from the prior calendar year."

Director Chesson made the MOTION to open the Public Hearing for the 2020-2021 MCRWASA Budget, with a SECOND by Director Patrick. The Board APPROVED the motion unanimously.

Chairman Bone reported the trend in daily gallons of water usage was a consistent overall usage. There was a reduction in water usage by Williamston and an increase Martin County usage.

	2015	2016	2017	2018	2019
Town of Williamston	701,025	669,791	592,068	577,619	569,054
Martin Co. WSD 1	133,997	126,746	136,898	141,541	149,501
Martin Co. WSD 2	149,728	132,681	128,347	150,276	132,230
TOTAL	984,800	929,218	857,313	869,436	850,785

Based on a consistent overall usage, the draft budget is based on increasing the current wholesale rate of \$5.63 per 1,000 gallons to \$5.73 per 1,000 gallons. The cost per gallon was presented last month as \$5.80 per gallon. Treasurer Ange noted a reduction in Suez Contract Services to \$841,905. Chairman Bone reported the reduction from the draft budget to the budget presented is based on a 5% reduction in usage for power and chemicals, excluding the well power as that increased. This reduces the amount users have to pay and benefits the Town and County.

Director Stalls made the MOTION to close the Public Hearing for the 2020-21 MCRWASA Budget, with a SECOND by Director Chesson. The Board APPROVED the motion unanimously.

Adoption of the 2020-2021 Budget and Wholesale Water Rate of \$5.73 per 1,000 Gallons

Chairman Bone stated historically, the MCRWASA Board of Directors considered adoption of the Budget and Wholesale Water Rate after the Budget Public Hearing. The MCRWASA Board was asked to approve the 2020-2021 Budget and Water Rate of \$5.73 per 1,000 gallons.

Director Patrick made the MOTION to adopt the 2020-21 MCRWASA Budget with the inclusion of the wholesale water rate of \$5.73 per 1,000 gallons as shown above, with a SECOND by Director Chesson. The Board APPROVED the motion unanimously.

Martin County Regional Water and Sewer Authority	
2020-2021 Budget	
Account Name	Budget
REVENUES	
Town of Williamston	1,190,759
Martin County WSD 1	312,834
Martin County WSD 2	276,695
interest Earned	
Fund Balance Appropriations	
Total Revenues	1,780,288
EXPENSES	
Administration	
Legal	
Other professional services	11,000
office supplies	200
Postage	250
Advertising	500
Property & Liability Insurance	27,000
Dues and Subscriptions	
Miscellaneous	300
Permits	1,800
Engineering	
Debt Service - Principal	293,000

Debt Service - interest	518,598
Total Administration	852,648
Water Treatment Plant Operations	
Maintenance & Repair	
Engineering fees	
Capital Outlay	10,000
Suez - Contract Services	841,905
Suez Water - Non-Routine Services	10,000
Contracted Services	
Total WTP Operations	861,905
Booster Pump Station Operations	
BPS Lease - WSD2	63,135
Water Purchases - BPS	
Permits/Testing - BPS	2,600
Contracted Services	
Total BPS Operations	65,735
MCRWASA Well #1 Operations	
Contracted Services	
Total Well #1 Operations	
Total Expenditures	1,780,288
Revenues Minus Expenditures	-

Approval of Adjustment to Change Order #20

Chairman Bone reported at the July 2019 meeting, the MCRWASA Board approved Suez Change Order #20 in the amount of \$4,950 for Bird Control improvements. Suez had recommended the installation of aluminum panels to the roof line and the sealing of the birds’ access from the entire truck bay. The July 2019 Change Order #20 involved Suez staff in Martin County completing the work internally. For some time, there was a delay in the fabrication. Project Manager Thaxton reported Suez is currently short-staffed due to a medical issue, but the day-to-day work has been getting done. Per contract, Project Manager Thaxton reported Suez proposes to complete the work with staff from another site, which is the reason for the increase. If the Board approves, the project can be completed by April 6th. Chairman Bone reported the Change Order was approved, but the budget was not adjusted at that time. Suez requests an increase in Change Order #20 to a not-to-exceed amount of \$7,913.91.

Director Chesson made the MOTION to approve amended Change Order #20 to a not-to-exceed amount of \$7,913.91, with a SECOND by Director Stalls. The Board APPROVED the motion unanimously.

Approval of Budget Amendment #4

Chairman Bone reported Budget Amendment #4 transfers \$7,914 from the Fund Balance to cover additional expenses in the Maintenance Cap in regards to Bird Control improvements. The Board of Directors was asked to approved Budget Amendment #4.

Director Stalls made the MOTION to approve Budget Amendment #4 to transfer \$7,914 from the Fund Balance to the Maintenance Cap, with a SECOND by Director Patrick. The Board APPROVED the motion unanimously.

INFORMATIONAL UPDATES

Merger / Regionalization Study Grant

Chairman Bone reported the kick-off meeting for the feasibility study, which was paid for through a \$50,000 grant from the NC Division of Water Infrastructure, was held on August 28, 2019. Various agreements and documents have been shared with McGill Associates. The study should

be completed in the next couple of months. He continues to work with McGill and has a tentative meeting for next Wednesday at 1:30 pm. He is hopeful to receive a draft as the previously received documents was an outline. After the upcoming meeting, the final report should be ready to present in a joint meeting to include the Town of Williamston and Martin County. As a reminder, the review of the Suez contract extension proposal has been delayed until after the merger/regionalization study.

Monthly Report from SUEZ

Project Manager Thaxton submitted monthly reports. A few items of note included:

- MCAPS are coming up to 100% of the \$91,000. He estimates an overage which may increase the MCAPS to \$110,000. He has been unable to obtain a vendor to price the piping to do a repair the chlorine line. Roy will be able to do the repair. He needs the vendor quote to prove to the Board. There will be a tangible savings by using Suez staff. Staff is doing manual disinfections once per week, and he noted good turbidities.
- The majority of the annual maintenance items for fire, backflow preventers, emergency lighting, generator semi-annual repairs have been completed.
- There is a possibility of June 8th to begin free-chlorine mode for a 6-week period. Notifications have not been sent out. He is coordinating the date with the Town and County. A two-week notice is required to dialysis centers, and a public notice will need to be published prior to the May meeting.
- MCAPS are normal. There are a couple of overages, which will presented at the end of the year.

ADJOURNMENT

With no further business to discuss, Chairman Bone adjourned the meeting around 3:27 p.m. The next regular MCRWASA Board of Directors meeting is scheduled for May 28, 2020 at 3:00 pm.

David Bone, MCRWASA Chairman

Christina Craft, NCMCC
MCRWASA Secretary