

**Minutes
MCRWASA Board of Directors Regular Meeting
April 26, 2018**

The Martin County Regional Water and Sewer Authority (MCRWASA) Board of Directors met for its Regular Meeting on Thursday, April 26, 2018 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 Hilton Keel, Board Director Tommy Bowen (alternate), Secretary Marion Thompson and Treasurer/Deputy Secretary Cindy Ange.

Board Director Julius Patrick and Board Director Junious Horton (alternate) were not in attendance.

Others present: Martin County: Commissioner Dempsey Bond, Jr.; Town of Williamston: Administrator David Jaynes and Water System Operator Gary Barmer; SUEZ: Project Manager Joe Thaxton and Senior O & M Technician Eddie Bristow and The Wooten Company, Project Engineers, Derek Smith and Don Gantt.

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

AGENDA APPROVAL

Director Bowen made a MOTION to approve the agenda, with a SECOND by Vice Chairman Chesson. The Board APPROVED the motion unanimously.

APPROVAL OF MINUTES – March 22, 2018 Regular Session

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

PUBLIC COMMENTS – None.

BUSINESS ITEMS

Update on MCRWASA Well #1

The MCRWASA Well #1 has been once again off-line, due to turbidity / cloudiness. There were some isolated complaints about cloudy water shortly after the MCRWASA Well #1 came online, on August 1, 2016, and the operations of the well were adjusted to reduce turbidity. The issue arose again in late 2016 – early 2017. At that time, some work was done by Magette Well and Pump Co., the driller of the well, and Groundwater Management Associates (GMA). GMA completed a hydrogeological analysis of MCRWASA Well #1, and Magette installed a blow-off valve on the well to allow staff to blow-off water until the desired turbidity levels were received.

The MCRWASA Well #1 was taken offline again a few months ago, and currently, the Martin County Water District #1 Hassell Well is being used to supply Martin County Water District #1 and its customers. Suez and Magette have been working to see if the area of the well screens causing the turbidity can be identified and blocked.

Project Manager Joe Thaxton explained that the following steps had been taken to address the turbidity issues at MCRWASA Well #1 pump:

- Cleaning chemicals (NSF International approved, formerly called National Sanitation Foundation) were injected into the system and left to set over the weekend – April 7, 2017 and April 8, 2018.
- On April 10, 2018, the well was developed at 1200 gallons per minute; however there were still high levels of clay.
- A 2nd chemical injection was done and left to set from April 12, 2018 through April 15, 2018, as recommended by the vendor.
- On April 16, 2018, another attempt was made to develop the well at 1200 gallons per minute.
- The well was videoed to see the screen (22ft tall, 10 inches in diameter) with 200-500 gallons per minute being pumped, on April 17, 2018.
- Again, on April 18, 2018 the well was videoed at 400 gallons per minute and the clay was coming from everywhere.
- Tried pumping again with a 3” airlift pump but could not get the nephelometric turbidity units (NTU) below 40.

The Wooten Company, Magette Well and Pump Co., the driller of the well, and Groundwater Management Associates (GMA) have been collaborating to find a solution. Starting Monday, April 30, 2018, the plan was to try an electric air compressor along with the air lift pump to pulse the well. The method for 5 days, 24/7 would be to run the pump for a set period, let it stand idle for a set period, and then start up the pump again, to see if shaking the pump will pull the material out. The excess air at the bottom may help to get the white material out.

If this didn't work, some suggestions mentioned were to construct a booster pump station, drill a new well, or wheel water from another line or location. The booster pump station was mentioned as a permanent solution, costing less than a new well, and could be constructed in less than 12 months. Chairman Bone questioned why a booster pump station had not been constructed at the beginning. The Wooten Company engineers, Mr. Smith and Mr. Gantt were to research the matter for an answer to Chairman Bone question.

Project Thaxton suggested using the MCRWASA Well #1 in emergency conditions as a backup resource.

Solicitation for State Assistance with Debt Service

Chairman Bone stated he reached out to Governor Roy Cooper's Legislative Director Lee Lilley regarding the importance and impact the state mandate has caused Martin County. Additionally, the loss of a major industrial water customer, less water customers the originally predicted, population decrease, and declining water used/conservation are all factors making the matter more severe. Hopefully, MCRWASA would be relieved of a substantial amount of the debt service. Chairman Bone stated even if MCRWASA was relieved of the total debt service (\$17.7 million), water rates would still need to increase from the base rate for the first one thousand gallons from \$42 to \$50 to break even but this would not provide funds for capital reserves. Other communities are dealing with the same issues. Some have received some financial assistance. Plans were to follow-up with Mr. Lilley in a few weeks.

Budget Amendment #2

Chairman Bone explained Budget Amendment #2 would appropriate \$21,000 in additional funds to the maintenance cap for the inspection and work on the MCRWASA Well #1, due to the turbidity issue.

The Board of Directors was asked to approve Budget Amendment #2, as presented below.

BUDGET ORDINANCE AMENDMENT-2

BE IT ORDAINED by the Board of Directors of Martin County Regional Water and Sewer Authority that the following amendments be made to the annual budget ordinance for the fiscal year ending June 30, 2018.

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

	Increase	Decrease
Contracted Services	\$ 21,000	

This will result in an increase of \$21,000 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	\$ 21,000
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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 Vice Chairman Chesson and SECONDED by Director Bowen to adopt the above budget ordinance amendment this 26th day of April 2018. The Board unanimously APPROVED the motion.

Records Retention and Disposition Schedule

Chairman Bone stated the NC Department of Natural and Cultural Resources, Division of Archives and Records, approved the Records Retention and Disposition schedule, in accordance with the provisions of NC G.S. Chapters 121 and 132. MCRWASA needed to adopt the schedule. A table specifying the retention and disposition of specific types of records allows the entity or agency to determine the retention period on select records. These records series have been designated by retention period that allow these records to be destroyed when “reference value ends”.

A local government agency needs to establish internal policies and retention periods to comply with the provision of the Department of Natural and Cultural Resources retention schedule and to be authorized to destroy the records with the disposition instruction, “destroy when reference value ends”. Records may not be destroyed prior to the time periods stated, however, for sufficient reason, records may be retained for longer periods. Copies of the adopted schedule would be retained in the County Clerk’s Office, as well as at the Water Treatment Plant.

Director Bowen made the MOTION to approve the MCRWASA Records Retention and Disposition Schedule (*entered into these minutes by reference title “Records Retention & Disposition Schedule, Water & Sewer Authorities & Sanitary Districts dated May 1, 2016*). Director Keel SECONDED the motion. The Board unanimously APPROVED the motion.

Approval of 2017 Local Water Supply Plan (LWSP) Update

Project Manager Joe Thaxton submitted the 2017 Local Water Supply Plan (LWSP) for the Martin County Regional Water and Sewer Authority (MCRWASA) Water Treatment Plant. The North Carolina Division of Water Resources Environmental Quality reviewed the information and approved the Plan, stating it met the minimum criteria established in NC G. S §143-355 (1).

Next, the Board of Directors must approve a resolution, adopting the Local Water Supply Plan. The LWSP cannot be considered complaint with the requirements of NC G. S §143-355 (1) until the State receives an adopted resolution.

Vice Chairman Chesson made the MOTION to approve the 2017 Local Water Supply Plan (LWSP) for the MCRWASA Water Treatment Plant. The Board unanimously APPROVED the motion.

RESOLUTION FOR APPROVING LOCAL WATER SUPPLY PLAN

WHEREAS, North Carolina General Statute 143-355 (1) requires that each unit of local government that provides public water service or that plans to provide public water service and each large community water system shall, either individually or together with other units of local government and large community water systems, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for Martin County Regional Water and Sewer Authority (MCRWASA), has been developed and submitted to the MCRWASA Board of Directors for approval; and

WHEREAS, the MCRWASA Board of Directors finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (1) and that it will provide appropriate guidance for the future management of water supplies for MCRWASA, as well as useful information to the Department of Environmental Quality for the development of a state water supply plan as required by statute.

NOW, THEREFORE, BE IT RESOLVED by the MCRWASA Board of Directors of MCRWASA that the Local Water Supply Plan entitled, Martin County Regional WASA-PWSID#:60-59-015 dated, 2017 is hereby approved and shall be submitted to the Department of Environmental Quality, Division of Water Resources; and

BE IT FURTHER RESOLVED that the MCRWASA Board of Directors intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

Adopted this 26th day of April 2018.

David Bone, MCRWASA Chairman

ATTEST:

Marion B. Thompson, MCRWASA Secretary

The draft Water Shortage Response Plan would be added to the MCRWASA May 24, 2018 agenda for the Board of Directors approval.

INFORMATIONAL UPDATES

Monthly Report from SUEZ

Project Manager Thaxton reported the following maintenance procedures in progress or completed:

- Pulsator insulation on sludge valves finished.
- Finished upload of 811 documentation to website; final email address setup to start receiving requests.
- 1st Sludge hauling was completed for 2018 – 16 trucks at 6,000 gallons each; All sludge was applied to land pre-approved by the state.

ADJOURNMENT

With no further business to discuss, Chairman Bone adjourned the meeting around 3:59 p.m. The MCRWASA Board of Directors scheduled its next regular meeting for May 24, 2018.

David Bone, MCRWASA Chairman

Marion B. Thompson, NCCCC, NCMCC
MCRWASA Secretary