



AGENDA

Board of Directors' Meeting - Jacksonville City Hall Thursday, January 20, 2022 - 6:00 PM

- CALL TO ORDER -** Chairman Jerry Bittner will call the meeting to order.
- INVOCATION -** Mr. Jeffrey Hudson will offer the invocation.
- PLEDGE OF ALLEGIANCE -** Chairman Bittner will lead the board and audience in the Pledge of Allegiance.
- ELECTION OF OFFICERS –** Authority Attorney Chuck Kitchen

The official "Annual Meeting" of the ONWASA Board of Directors is held in January of each calendar year in accordance with Article 3 of the organization's bylaws. Article 4 of those bylaws state that the "officers of the Authority shall be the Chair, a Vice Chair, a Secretary/Treasurer, and such other officers and assistant officers, with such powers and duties not inconsistent with these bylaws or applicable law, as may be elected and determined by the Authority in accordance with the law. The Chair and Vice Chair shall not be of the same jurisdiction.

Each officer is elected at each annual meeting of the directors and serves a one (1) year term. Officers may serve up to five (5) successive terms within the same office.

Attorney Chuck Kitchen will conduct the election of the Chairman, Vice Chairman, and Secretary/Treasurer for the 2022 term.

Action Requested: Elect officers for the 2022 term.

CHAIRMAN'S REMARKS: Please turn cell phones to "off" or "vibrate". Individuals making presentations or public comments are asked to adjust the microphones as necessary and to speak directly into the microphone. This meeting is being recorded.

1. APPROVAL OF AGENDA

Action Requested: Consider a "Motion to approve agenda as amended/submitted."

2. **APPROVAL OF ITEMS ON CONSENT AGENDA:** The consent agenda includes items that may be acted upon in a single vote with the minutes reflecting the motion and vote on each item. Any ONWASA Director may remove items from the consent agenda for separate discussion and consideration during the business portion of the meeting.

Action Requested: Consider a "Motion to approve the consent agenda."

CONSENT AGENDA ITEMS

Any Director may request that any Consent Agenda item(s) be moved to the Business portion of the agenda. An item moved to Business will be considered separately. Items remaining on the Consent Agenda may then be considered as a whole.

A. Acceptance of Monthly Departmental Reports

December 2021 Financial Reports
November 2021 & December 2021 Operations Reports

Action Requested: Consider a “Motion to accept the monthly departmental reports.”

B. Approval of Minutes

December 16, 2021 Meeting Minutes

Action Requested: Consider a “Motion to approve the minutes as presented.”

3. BUSINESS



A. Construction Contract Time Extension Request – Northwest Project

Presenting: Mr. David M. Mohr, PE, COO, Mr. James Jason Boyd, PE, Project Manager - W.K. Dickson, and Ms. Tiffany Riggs, CFO

Construction is currently underway on a project to complete electrical / control system replacements and flood hazard mitigation improvements at ONWASA's Northwest Regional Water Reclamation Facility. This is the second of two projects to be completed at this site to repair damage caused by flooding during Hurricane Florence in 2018, as well as to better protect critical systems in future flood events. All work is being performed under a single-prime contract with Muter Construction, LLC of Zebulon, North Carolina that was approved by the Board of Directors on January 21, 2021. The original Notice to Proceed was issued March 8, 2021 with a final completion date of December 4, 2021 and a total contract cost of \$4,801,000.

Since the Notice to Proceed was issued, the Contractor has made significant progress on certain aspects of the project including the installation of new electrical conduit, duct bank and elevated electrical panels, raising the existing emergency generator, and constructing the foundation/platform for a new elevated electrical building. The original completion schedule, however, has been heavily impacted by extremely long lead times for fabrication and delivery of certain building components (up to five (5) months for bar joists and steel decking, as an example). This was further complicated by the need for the Engineer on the project (W.K. Dickson) to modify the design for the two flood-resistant buildings included in this project, due to site conditions discovered as layout work was starting on these structures. These delays, coupled with increased costs for materials used in the modified building design, the use of an alternative foundation configuration at one of the buildings, and the extended contract duration has resulted in the Contractor formally requesting a change in contract price and time on this project.

Based on an evaluation of the Contractor's request and supporting documentation, the Engineer has recommended the Contractor receive a 230-day time extension and an increase in contract cost of \$318,947.47. Attached are a Contract Change Order Form reflecting these amounts along with the Engineer's Letter of Recommendation for this action.

Funding for this change order will come from fund balance as noted on the attached budget amendment. The maximum amount reimbursement (\$5,050,000) has been received from insurance. And to-date, FEMA and Golden Leaf have reimbursed \$138,310 and \$248,633, respectively. The amount of funds remaining for reimbursement from FEMA is \$710,098 and Golden Leaf is \$780,867. We will continue to seek additional funds for reimbursement from both FEMA and Golden Leaf, including the funds to cover this contract increase. Any remaining local funds after the project is complete will be returned to fund balance.

Documentation has been received about the increased time and cost. The documents support the requested contract time and total cost increase. The request appears to be justified. Consultant engineers and staff recommend approval.

Action Requested: Consider a “Motion to proceed with amending the construction contract with Muter Construction, LLC, and to authorize the Chief Executive Officer to execute the Change Order, Budget Amendment in the amount of \$318,947.00, and any additional documents as required in connection with this action.”

4. CLOSED SESSION



The ONWASA Board of Directors will enter closed session pursuant to NCGS 143-318.11(a)(6) to discuss the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of a present or perspective public officer or employee.

Proposed Motion: Consider a “Motion to go into closed session pursuant to NCGS 143-318.11(a)(6)”.

5. PUBLIC COMMENT



Citizens are invited to address any comments or concerns to the Board of Directors. Each speaker is granted three (3) minutes during this period of public comment.

6. CHIEF EXECUTIVE OFFICER’S COMMENTS

7. BOARD OF DIRECTOR’S COMMENTS

8. ADJOURN

For Reference: ONWASA Strategic Plan Goals

Business Items and Major Budget Initiatives are all tied to the goals that are part of ONWASA's adopted strategic plan. Icons indicate which goals the item(s) support.



Communication and Partnerships

Fostering an environment that encourages open communication and supports partnerships



Enhanced Customer Experience

Creating a culture that delivers an enhanced customer experience



Financial Stewardship

Generating revenues sufficient to support operations and growth, while maintaining reasonable rates



Reliable and Sufficient Infrastructure

Planning, delivering, and maintaining dependable infrastructure necessary to address the changing needs of the service area



Workforce Development

Attracting, developing, and retaining a professional highly skilled, engaged, and versatile team