



AGENDA

Board of Directors' Meeting - Jacksonville City Hall
Thursday, March 16, 2023 - 6:00 PM

- CALL TO ORDER -** Chairman Royce Bennett will call the meeting to order.
- PLEDGE OF ALLEGIANCE -** Chairman Bennett will lead the board and audience in the Pledge of Allegiance.
- INVOCATION -** Mr. Brian Young, Senior Pastor of Love Grace & Mercy Church will provide the invocation.

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

January & February 2023 Financial Reports
December, January & February 2023 Operations Reports

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

B. Approval of Minutes

January 19, 2023 Proposed Regular Meeting Minutes

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

C. Declaration of Surplus Property

Personal Property valued in excess of \$30,000 should be conducted by a public auction and a resolution authorizing the disposal of the property. ONWASA currently owns a 2006 Rogers Manufactured Modular Building that was previously used as a laboratory. The construction of a permanent laboratory structure eliminated the use of the modular building. The dimensions of the modular building are 28'X60' and it is not on a permanent foundation.

Information about the sale of personal property will be posted on the ONWASA website at least 10 days prior to the opening bid date. The electronic auction will be on www.govdeals.com starting March 27, 2023 and ending April 13, 2023.

Action Requested: Consider a “Motion to authorize the Sale of Personal Property by Electronic Auction of the 2006 Rogers Manufactured Modular Building and authorize the CEO to execute any documents as may be required in connection of the sale.”

D. Chemical Products Bid

On January 11, 2023 an invitation what did was posted on the ONWASA website for various chemicals RFB# FY2023 Chemicals. On February 1 2023 bids were opened. Vendors that submitted were Shannon Chemical, Water Guard, and Carus LLC.

Staff recommends chemical contracts with a term of six months and up to three renewals be awarded to the following vendors:

Water Guard – Liquid Sodium Hypochlorite 12.5% Mini Bulk \$2.99 per gallon, Liquefied Hydrofluorosillic Acid \$5.08 per gallon, Orthophosphate \$12.75 per gallon.

Carus LLC – Potassium Permanganate \$2.97 per pound.

Action Requested: Consider a “Motion to award RFB #FY2023Chemicals to the lowest responsible bidders, Water Guard and Carus LLC for the period of six months beginning March 16, 2023 and authorize the CEO to execute purchase contracts plus any other documents as may be required in connection with these purchase contracts.”

3. BUSINESS



A. System Development Fee Study

Presenting: Elaine Vastis Conti Executive Vice President - Raftelis

In the Spring of 2018, ONWASA along with Raftelis completed its first System Development Fee Analysis Study per Chapter 162A, Article 8 of the North Carolina General Statutes. This article sets forth the process for establishing and updating system development fees as well as who may calculate them.

The first System Development Fee Study was implemented with the FY 2018-2019 Rate and Fee Schedule in conjunction with the adoption of the FY 2018-2019 Operating Budget. Article 8 states a local government unit shall update the system development analysis at least every five years.

At least 45 days prior to the adoption of the update, ONWASA must post the written analysis on the website and solicit written comments. After the expiration of the posting period, a public hearing shall be conducted by ONWASA to consider any revisions prior to the adoption of the updated System Development Fees Analysis.

Action Requested: Consider a “Motion to publish the updated System Development Fee Analysis on the website and begin soliciting public comment and to set a public hearing to receive comments on the System Development Fee Analysis for Thursday, June 15, 2023.”



B. Audit Services Contract

Presenting: Mr. Franky J. Howard, CEO

On December 8, 2022, a Request for Audit Proposals was posted on the ONWASA website and email notification was sent to over thirty auditing firms listed on the North Carolina State Treasurer’s website. Proposals were due January 4, 2023. Only one proposal was received. The decision was made to post the proposal a second time.

On January 10, 2023, a second Request for Audit Proposals was posted on the ONWASA website and email notification was sent to over thirty auditing firms. Proposals were due January 31, 2023 and 6 proposals were received. Firms that submitted proposals were PBMares, Belinda Johnson CPA PA, Martin Starnes & Associates, Mauldin & Jenkins, RH Accounting and Thompson, Price, Scott, Adams & Co.

A fee for the first year of services was required with each submittal with the option to continue the contract up to 4 years, based on annual review of the audit services, along with annual negotiation of the terms to include the fee.

A Proposal Format, including numerous questions about the firm, services provided, employee knowledge and experience and their audit approach, was submitted by each of the firms for evaluation. Several key members of ONWASA staff reviewed and based on the review we recommend Maudlin & Jenkins.

Actions Requested: Consider a “Motion to award RFP for Audit Services FY2023 to Mauldin & Jenkins for the period of one year with up to four annual renewals beginning April 1, 2023.”



C. Water System Capacity Update

Presenting: Mr. David Mohr, PE – Chief Operations Officer

Mr. David M. Mohr will give the Board of Directors and the public a brief report on potable water system demand, and an update on initiatives now underway to increase both raw water supply and treatment capacities.

Actions Requested: No action requested.

4. 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.

5. CHIEF EXECUTIVE OFFICER'S COMMENTS

6. BOARD OF DIRECTOR'S COMMENTS

7. 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