



AGENDA
Board of Directors' Meeting
Jacksonville City Hall
Thursday, March 21, 2019
6:00 PM

CALL TO ORDER - Chairman Gregory Hines

INVOCATION

PLEDGE OF ALLEGIANCE – Chairman Hines will lead the board and audience in the Pledge of Allegiance.

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

A. ONWASA Financial Reports

Chief Financial Officer Tiffany Riggs has prepared the January & February 2019 financial reports for review by the Board of Directors.

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

B. Approval of Minutes

Special Meeting Minutes – November 1, 2018
Regular Meeting Minutes – January 17, 2019

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

3. BUSINESS

A. Comprehensive Annual Financial Report Fiscal Year 2017-2018



The annual audit for the fiscal year that ended June 30, 2018 has been completed. Mr. Robbie Bittner a CPA with the independent accounting firm of RSM US LLP will be in attendance to make a presentation to the Board of Directors.

Presenter: Chief Financial Officer Tiffany Riggs shall introduce Mr. Bittner

Action Requested: Consider a “*Motion to accept the Comprehensive Annual Financial Report.*”

B. Northwest Regional Water Reclamation Facility (Northwest Plant): Long-Term Hazard Mitigation Alternatives and Potential Funding Opportunities

In addition to the oversight of flood damage recovery efforts now underway at the Northwest facility, staff from the engineering firm of WK Dickson and Company, Inc. were also tasked with evaluating methods that could minimize damage and reduce the time necessary to restart plant operations after a future flooding event. Mr. Holland will provide an overview of various mitigation alternatives and recommendations outlined in a recent Technical Memorandum on this subject, and Ms. Mettlen will discuss funding sources that may be available to offset part or all of the cost of these mitigation improvements.

WK Dickson has been strategically working with the potential funding agencies as a part of the NWRWRF disaster recovery efforts. On Tuesday, March 19th ONWASA staff received new information concerning a grant application window. The Golden Leaf Foundation received initial Hurricane Florence funding from the NC General Assembly to assist with immediate repair projects. Golden Leaf staff also understand that many entities are still working through the FEMA process and that some of the repair projects have mitigation components that are integral to the repair itself. One part of the mitigation activity necessary at the Northwest Plant unquestionably fits this criteria. Specifically, it is the mitigation (elevation) of the electrical control building to prevent future flooding of this critical plant component.



Golden Leaf staff have been in conversation with ONWASA’s consultants, W.K. Dickson, and agree that the electrical building fits the purpose of these initial funds and now recommend submission of the grant funding application by ONWASA as soon as possible. WK Dickson believes that raising the electrical building is the best mitigation alternative for the electrical building and is necessary regardless of what other mitigation activities may take place at the plant after review by regulatory authorities. Further, they recommend moving on the funding application as quickly as possible. It is possible that quick action may secure over \$1 million in funding needed for the electrical building portion of the NWRWRF repairs/mitigation.

For these reasons, it is recommended that the Board grant approval to move forward with the Golden Leaf funding application for the NWRWRF electrical building repairs/mitigation.

Presenters:

David Mohr, P.E., Engineering Director

James Holland, P.E. – Project Manager, WK Dickson & Company, Inc.

Angela Mettlen - Director of Strategic Funding & Regulatory Affairs, WK Dickson & Company, Inc.

Action Requested: Receive the informational presentation. Then, consider a *“Motion to direct staff and ONWASA’s consultants, W.K. Dickson to proceed with application to the Golden Leaf Foundation for Northwest Plant mitigation funding.”*

C. Personnel Policy Update



The current Personnel Policy was adopted by ONWASA’s Board of Directors on April 17, 2014. Realizing the need to update the policy to ensure compatibility with changing state and federal law, as well as a changing workplace environment, ONWASA’s Human Resources (HR) staff initiated a complete personnel policy review in 2018. The HR Department then staffed the draft policy through the organization’s leadership team and the Authority Attorney, Mr. Chuck Kitchen. All staff and attorney changes were considered and incorporated, as appropriate, prior to submitting the current draft policy to the Board of Directors. Several Director comments have been received and have also been incorporated into the draft policy before the Board at this regular meeting.

Presenter: Human Resources Director Joetta Guist

Action Requested: Consider *“Motion to adopt the revised ONWASA Personnel Policy.”*

4. PUBLIC COMMENT

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

6. CHIEF EXECUTIVE OFFICER’S COMMENTS

7. BOARD OF DIRECTOR’S COMMENTS

8. CLOSED SESSION

The ONWASA Board of Directors will enter closed session pursuant to NCGS 143-318.11(a)(6) to discuss the performance of a public officer or employee.

Action Requested: Consider a *“Motion to enter into closed session pursuant to NCGS 143-318.11(a)(6) to discuss the performance of a public officer or employee.”*

9. 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