

**ONWASA BOD SPECIAL MEETING
OCTOBER 18, 2018
JACKSONVILLE CITY HALL**

CALL TO ORDER - Chairman Gregory Hines called the meeting to order at 6:00 PM.

PLEDGE OF ALLEGIENCE - Director Royce Bennett lead the Board and audience in the Pledge of Allegiance.

APPROVAL OF AGENDA

A motion was made by Secretary/Treasurer Paul Conner to approve the agenda as presented. A second was made by Director Royce Bennett. All were in favor. The motion carried.

APPROVAL OF ITEMS ON CONSENT AGENDA

Chairman Hines presented the consent agenda and asked if any items should be removed before calling for action. There being no requests for removal Vice Chairman Jerry Bitter made a motion to accept the consent agenda as presented. Director Royce Bennett seconded the motion. All were in favor. The motion carried.

Automated Meter Reading Project Phase II

Ms. Tiffany Riggs, CFO, informed the Board that Vanguard Utility Service, Inc. of Owensboro, Kentucky was declared the lowest responsive and responsible bidder for the contract.

A motion was made by Director Michael Lazzara to proceed with the contract for the Automated Meter Reading Project Phase II Project in the amount of \$2,143,185.00 and authorize Mr. Jeffrey L. Hudson, CEO to execute this contract plus other documents as may be required in connection with this action. A second was made by Secretary/Treasurer Paul Conner. All were in favor. The motion carried.

Dixon Wells D10 & D11 Raw Water Transmission Line Construction Contract

Mr. David Mohr, Engineering Director explained the contract includes the installation of approximately 23,000 LF of 16 inch diameter PVC and Ductile Iron Pipe water mains along Highway 50 and 17, including a road crossing to be bored under Highway 17 and final connection to the existing ONWASA system. He further stated that all work is to be completed within 260 days from the Notice to Proceed. Mr. Mohr informed the Board that Herring-Rivenbark Incorporated of Kinston, NC was the apparent low bidder for the contract and that the design engineer for the project has reviewed the bids and recommended the acceptance of the low bid and execution of the contraction contract with Herring-Rivenbark.

A motion was made by Director Dan Tuman to proceed with a contract for the Dixon Wells D10 & D11 Raw Water Transmission Line Project with Herring-Rivenbark, Inc. in the amount of \$2,070,267.50. and to authorize the Chief Executive Officer to execute this contract and any additional documents as required in connection with this action. Director Royce Bennett made a second. All were in favor. The motion carried.

Dixon Well Sites D10 & D11 Construction Contract

Mr. David Mohr, Engineering Director informed the Board that a single bid was received for this project at the August 23, 2018 bid opening. He further stated that the project was re-advertised in accordance with State bidding requirements, and a single bid was received at the September 5, 2018 rebid opening from A.C. Schultes of Carolina, Incorporated. Mr. Mohr informed the Board that the design engineer reviewed the bid and recommended the acceptance and execution of the construction contract with A.C. Schultes of Carolina, Incorporated.

A motion was made by Secretary/Treasurer Paul Conner to proceed with a construction contract for the Dixon Well Sites D10 & D11 Project with A.C. Schultes of Carolina, Inc. in the amount of \$1,198,905.00 and to authorize the Chief Executive Officer to execute the contract and any other documents as required in connection with the action. Director Royce Bennett made a second. All were in favor. The motion carried.

Addendum to the Manual of Standards, Specification and Details (MSSD)

Mr. David Mohr, Engineering Director, explained that this addendum is to bring the MSSD in compliance with changes that were made to Article VI – Water System Cross Connection Control of the ONWASA Utility Ordinance earlier in the year and to incorporate a change made by the State for split service.

A motion was made by Vice Chairman Jerry Bittner to adopt the revised standard details included in Addendum No. 1 and incorporate these changes into the current MSSD. A second was made by Secretary/Treasurer Paul Conner. All were in favor. The motion carried.

Master Agreement for Consulting Services – Architecture

Mr. David Mohr, Engineering Director, explained the need for a Master Agreement for Consulting Services. He stated that the approach is identical to that previously used by ONWASA for securing professional engineering services. Mr. Mohr informed the Board that Raymond Engineering, Incorporated of Raleigh, NC and Smith Sinnett Architecture of Raleigh, NC were selected from the process.

A motion was made by Vice Chairman Paul Conner to proceed with execution of a Master Agreement for Consulting Services with Raymond Engineering, Incorporated and Smith Sinnett Architecture, and to authorize the chief Executive Officer to execute these contracts and any additional documents as required in connection with this action. A second was made by Director Royce Bennett. All were in favor. The motion carried.

Revisions to the Water and Sewer Advisory Committee (WSAC) By-Laws

Mr. David Mohr, Engineering Director, informed the Board that earlier in the year he and current Water and Sewer Advisory Committee (WSAC) Chairman, Jon Harrison initiated an effort to have the committee review the existing By-Laws. He explained the goal was to prepare a new updated document that better reflected the primary purpose of the committee. Mr. Mohr stated that WSAC unanimously approved the changes at their August 14, 2018 meeting with the major changes being modification of the primary role of the group as a technical advisory committee and add a reference to the Capital Improvement Program and planning, and the reduction of the members from nine to seven.

A motion was made by Director Royce Bennett to approve the revisions to the Water and Sewer Advisory Committee By-Laws as presented. A second was made by Director Michael Lazzara. All were in favor. The motion carried.

Establishing a Master Agreement for the Bulk Sale of Water to the City of Jacksonville

Mr. Jeffrey L. Hudson, CEO, informed the Board that the City of Jacksonville previously approved the agreement as presented. He further explained the agreement would serve as a master agreement that would allow the City Manager and CEO of ONWASA to have subsequent agreements for specific locations. Mr. Hudson stated the agreement can go either way if ONWASA needs water the City of Jacksonville could sell to ONWASA and if the City of Jacksonville needs water ONWASA can sell to the City of Jacksonville. Director Bennett asked how the wholesale rate would be determined. Mr. Hudson replied that the rate is predetermined and set by both governing bodies.

Director Jack Bright made a motion to approve the master agreement for bulk sale of water to the City of Jacksonville. A second was made by Director Royce Bennett. All were in favor. The motion carried.

Report on Legal Settlement

Chuck Kitchen, ONWASA Attorney, stated the settlement represents a final settlement of the suit filed by ONWASA against engineering vendor McKim & Creed over professional services rendered at the Summerhouse Wastewater Treatment Plant.

A motion was made by Director Royce Bennett to ratify the settlement agreement presented by Authority Attorney Chuck Kitchen. A second was made by Director Jack Bright. All were in favor. The motion carried.

Public Comment

There were no citizens who wished to speak.

Chief Executive Officer's Comments

Mr. Hudson thanked the employees of ONWASA and commended them for their service during Hurricane Florence. Mr. Hudson provided an update on the cyber-attack recovery.

Board of Directors Comments

Chairman Hines stated all of the employees have really stepped up. He said he had received a lot of comments about how our water stayed on and how our staff worked with customers. He stated he is thankful for everything staff does.

Director Royce Bennett stated the comments he heard after the storm were positive. He said he often heard from citizens they didn't have electricity, but they did have water. He said he appreciated all the work ONWASA employees did.

Secretary/Treasurer Paul Conner thanked ONWSA staff for all they did and thanked the other utilities that stepped up to help with the recovery efforts.

Vice Chairman Jerry Bittner said he agrees those kudos are deserved. He said people in the face of adversity go deep and bring about their abilities and their dedication you wouldn't think could be expected but they do and they make us proud.

Director Dan Tuman said the Town of North Topsail Beach is especially grateful to ONWASA for the water restoration services. He stated they were served rather quickly and are very thankful.

Director Pat Turner thanked Mr. Hudson for his leadership because if without his leadership (staff) would not have the commitment they have. Director Turner thanked Mr. Hudson for having the staff he has.

Director Jack Bright thanked the employees for keeping the sewer plant going. He recognized the challenge because of employees being away from their families. He stated we have come along way but said we have a long way to go. He stated the study on the fire hydrants was a very comprehensive report and thanked those who put it together.

Chairman Gregory Hines added he agrees about the hydrant report and hopes it will be conveyed to the citizens who inquired about the hydrants.

A motion was made by Secretary/Treasurer Paul Conner to adjourn. A second was made by Vice Chairman Jerry Bittner.

The meeting was adjourned at 6:32 PM
The minutes were approved on May 16, 2019

Onslow Water & Sewer Authority Board of Directors



A handwritten signature in blue ink that reads "Gregory R. Hines".

Gregory Hines, Chairman

ATTEST:

A handwritten signature in black ink that reads "Heather Norris".

Heather Norris, Clerk