

Lower Cape Fear Water & Sewer Authority  
Regular Board Meeting Minutes  
June 6<sup>th</sup>, 2022

Chairman Rivenbark called to order the Authority meeting scheduled on June 6<sup>th</sup>, 2022, at 9:00 a.m. and welcomed everyone present. The meeting was held at the Authority's office located at 1107 New Pointe Boulevard, Suite 17, Leland, North Carolina. Director Leonard gave the invocation.

**Roll Call by Chairman Rivenbark:**

**Present:** Norwood Blanchard, Patrick DeVane, Wayne Edge, Harry Knight, Al Leonard, Phil Norris, Scott Phillips, Charlie Rivenbark, Chris Smith, Bill Sue, Frank Williams, and Rob Zapple

**Present by Virtual Attendance:** Jackie Newton

**Absent:** Bill Saffo

**Staff:** Tim H. Holloman, Executive Director; Matthew Nichols, General Counsel; Tony Boahn P.E., McKim & Creed, Patrick Flanagan, COG; and Danielle Hertzog, Financial Administration Assistant

**Guests Present:** Glenn Walker, Brunswick County Water Resources Manager

**Guests Virtual Attendance:** Ken Waldroup, Cape Fear Public Utility Authority Executive Director; Tom Hendrick, Pender County Utilities; and Jordan Clark, Computer Warriors

**PLEDGE OF ALLEGIANCE:** Chairman Rivenbark led the Pledge of Allegiance.

**APPROVAL OF CONSENT AGENDA**

**C1 - Minutes of May 9, 2022, Regular Board Meeting**

**C2 - Minutes of May 9, 2022, Finance Committee Meeting**

**C3 - Kings Bluff Monthly Operations and Maintenance Report**

**C4 - Bladen Bluffs Monthly Operations and Maintenance Reports**

**C5 - Line-Item Adjustment for April 30, 2022**

**C6 - Budget Amendment #3**

**C7 A - Resolution of Lower Cape Fear Water & Sewer Authority Exempting Lower Cape Fear Water & Sewer Authority from The Provisions of N.C.G.S. §143-64.31 for C7 B**

**C7 B - Retainer for Engineering Services Agreement: McKim & Creed in the amount of \$21,000 for Fiscal Year 2022-2023**

**Motion:** Director Norris **MOVED**; seconded by Director Blanchard, approval of the Consent Agenda Items C1-C7 B as presented. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	For	Against	Abstained	Absent
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris	X			
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo				X
Chris Smith	X			
Bill Sue	X			
Frank Williams	X			
Rob Zapple	X			
	13	0	0	1

**Motion:** Director Blanchard **MOVED**; seconded by Director Williams approval of excusing Director Saffo from the June 6<sup>th</sup>, 2022, Board Meeting. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris	X			
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo				X
Chris Smith	X			
Bill Sue	X			
Frank Williams	X			
Rob Zapple	X			
	13	0	0	1

## OLD BUSINESS

### OB1- Finance Committee Recommended Budget for Fiscal Year 2022-2023

Chairman Rivenbark advised the public hearing on the budget was held last month, May 9, 2022. There were no written comments.

**Motion:** Director Philips **MOVED**; seconded by Director Sue, to approve Fiscal Year 2022-2023 Budget. Upon vote, the **MOTION CARRIED UNANIMOUSLY**.

	<u>For</u>	<u>Against</u>	<u>Abstained</u>	<u>Absent</u>
Norwood Blanchard	X			
Patrick DeVane	X			
Wayne Edge	X			
Harry Knight	X			
Al Leonard	X			
Jackie Newton	X			
Phil Norris	X			
Scott Phillips	X			
Charlie Rivenbark	X			
Bill Saffo				X
Chris Smith	X			
Bill Sue	X			
Frank Williams	X			
Rob Zapple	X			
	13	0	0	1

## ENGINEER'S COMMENTS

Tony Boahn updated the small leak on the 48-inch PCCP raw water main. The leak is located between Kings Bluff and BlackRock Road. The build-up of rust and lime lets us know the leak has been small and slow, which means the leak has been occurring for a while. The county has four bids received to repair the leak. Mr. Boahn advised they have decided to go with TA Lowing Company with a bid of \$127,600 to repair the leak. Director DeVane questioned if the line was still leaking. Tony advised they were able to take the line down to repair the leak. Director Blanchard asked how often someone would walk the 54-inch pipeline to check for leaks. Glenn Walker advised that with the Mudd Max purchase, the pipeline will be surveyed monthly. Director Zapple wanted to know if we had thought about using a drone to monitor the pipeline. Executive Director Holloman advised that he has also spoken with Jack

---

Hogan regarding utilizing a drone. Glenn Walker also stated there is a company that will use satellite imagery for you to see the temperature difference along the right of way.

**ATTORNEY COMMENTS**

No comments

**EXECUTIVE DIRECTOR REPORT**

**EDR1 – Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending May 31, 2022**

Executive Director Holloman reported that during the month of May 2022, Brunswick County, CFPUA, and Pender County were above projections. Monthly revenue was up last month.

**DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS**

No comments

**PUBLIC COMMENT**

No comments

**ADJOURNMENT**

There being no further business, Chairman Rivenbark adjourned the meeting at 9:23 a.m.

Respectfully Submitted:

  
\_\_\_\_\_  
Harry Knight, Secretary