

Lower Cape Fear Water & Sewer Authority
Regular Board Meeting Minutes
November 10th, 2025

Vice-Chairman Phillips called to order the Authority meeting scheduled on November 10th, 2025, 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. Vice-Chairman Phillips gave the invocation.

Roll Call by Vice-Chairman Phillips:

Present: Damien Buchanan, Jerry Groves, Harry Knight, Scott Phillips, Charlie Rivenbark, Chris Smith, Bill Sue, Phil Tripp, Frank Williams, and Rob Zapple

Present by Virtual Attendance: Patrick DeVane, Wayne Edge, and Al Leonard

Absent: Bill Saffo

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

Guests Present: Jorgen Holmberg, Computer Warriors; David Carson, Brunswick County Kings Bluff Water Resource Supervisor; Chris Giesting, Brunswick County Water Resources Manager; Anthony Colon, Pender County Utilities Director; James Proctor, Pender County Utilities Deputy Director; David Fournier, HDR Construction Services; Christopher "CJ" Cahoy, Garney Construction; Ken Waldroup, Cape Fear Public Utility Authority Executive Director; Kevin Morris, Cape Fear Public Utility Authority Deputy Director; Jason McLeod, Senior Vice President Cape Fear Commercial; Shelby Barbee, Law Office of Matthew Nichols

Guests Virtual Attendance: Heidi Cox, NC DEQ Regional Engineering Supervisor, Division of Water Infrastructure; Aaron Smith, Brunswick County Director of Fiscal Operations; Eileen Callori, Brunswick County Deputy Finance Officer; John Nichols, Brunswick County Public Utilities Director

PLEDGE OF ALLEGIANCE: Vice-Chairman Phillips led the Pledge of Allegiance.

REVISING THE AGENDA ORDER

Vice-Chairman Phillips requested the Board's consideration to revise the agenda order so that the Garney Construction presentation would occur immediately after the Consent Agenda instead of at the end of the meeting.

Motion: Director Rivenbark **MOVED**; seconded by Director Zapple, approval of revising the agenda order. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

APPROVAL OF CONSENT AGENDA

C1 – Minutes of October 13, 2025, Regular Board Meeting

C2 – Kings Bluff Monthly Operations and Maintenance Report

C3 – Bladen Bluffs Monthly Operations and Maintenance Reports

C4 – Line-Item Adjustment for September 30, 2025

Motion: Director Zapple **MOVED**; seconded by Director Rivenbark, approval of the Consent Agenda Items. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

PRESENTATION: Raw Water Main Update by Christopher "CJ" Cahoy with Garney Construction

A copy of the presentation will be attached to the minutes.

CLOSED SESSION

Vice-Chairman Phillips requested a motion to go into a closed session in accordance with N.C.G.S. §143-318.11(a)(5)(i) (real property) (Brunswick County Parcel ID 01600058). Charlie Rivenbark recused himself from the meeting.

Motion: Director Williams **MOVED**; seconded by Director Buchanan, to go into closed session in accordance with N.C.G.S. §143-318.11(a)(5)(i) (real property) (Brunswick County Parcel ID 01600058). Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

At 9:22 a.m., the board went into closed session. At 9:49 a.m., the board returned to open session. Discussion only; no action taken.

NEW BUSINESS

NB1- Resolution Approving an Agreement for Purchase and Sale of Land for Approximately 66.50 Acres of Real Property located off of Clearwell Drive NE, Brunswick County, North Carolina (Brunswick County Parcel ID 01600058)

Director Rivenbark was recused from voting.

Motion: Director Knight **MOVED**; seconded by Director Williams, approval of the Resolution Approving an Agreement for Purchase and Sale of Land for Approximately 66.50 Acres of Real Property located off of Clearwell Drive NE, Brunswick County, North Carolina (Brunswick County Parcel ID 01600058). Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

ADDING AN ITEM TO THE AGENDA

Vice-Chairman Phillips requested the Board add NB2- Resolution Approving Lower Cape Fear Water and Sewer Authority Resolution Opposing the Fuquay-Varina IBT and Request for Additional Comment to the agenda.

Motion: Director Rivenbark **MOVED**; seconded by Director Williams, to add NB2- Resolution Approving Lower Cape Fear Water and Sewer Authority Resolution Opposing the Fuquay-Varina IBT and Request for Additional Comment to the agenda. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

NB2- Resolution Approving Lower Cape Fear Water and Sewer Authority Resolution Opposing the Fuquay-Varina IBT and Request for Additional Comment – Added in meeting.

Motion: Director Rivenbark **MOVED**; seconded by Director Knight, approval of the Resolution Approving Lower Cape Fear Water and Sewer Authority Resolution Opposing the Fuquay-Varina IBT and Request for Additional Comment. Upon voting, the **MOTION CARRIED UNANIMOUSLY**

ENGINEER'S COMMENTS

No comments

ATTORNEY COMMENTS

Matt Nichols included Shelby Barbee, as she will be serving in a part-time role at his Law Office

EXECUTIVE DIRECTOR REPORT

EDR1 – Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending October 31, 2025

Executive Director Holloman reported that during October, Pender County exceeded projections.

DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS

No comments.

PUBLIC COMMENT

No comments.

ADJOURNMENT

There being no further business, Vice-Chairman Phillips adjourned the meeting at 10:14 a.m.

Respectfully Submitted:


Al Leonard, Secretary