

AGENDA
Lower Cape Fear Water & Sewer Authority
1107 New Pointe Boulevard, Suite # 17, Leland, North Carolina
9:00 a.m. – Regular Monthly Board Meeting
September 8, 2025

MEETING CALL TO ORDER: Chairman DeVane

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVAL OF CONSENT AGENDA

- C1** – Minutes of August 11, 2025, Regular Board Meeting
- C2** – Kings Bluff Monthly Operations and Maintenance Report
- C3** – Bladen Bluffs Monthly Operations and Maintenance Reports
- C4** – Resolution for Recognition of National Source Water Protection Week Sept. 28 – Oct. 4th, 2025

PRESENTATION: Russell Underwood presentation on Fourth Pump

CLOSED SESSION

- CS1** – Closed Session in accordance with N.C.G.S. §143-318.11(a)(5)(i) (real property)
Approximately 107 Acres of Real Property located off of Clearwell Drive NE, Brunswick County, North Carolina (Brunswick County Parcel ID 0160005801)

NEW BUSINESS

- NB1** – Land Acquisition - Resolution Approving an Agreement for Purchase and Sale of Land for Approximately 107 Acres of Real Property located off of Clearwell Drive NE, Brunswick County, North Carolina (Brunswick County Parcel ID 0160005801)
- NB2** – Exempting Lower Cape Fear Water and Sewer Authority from provisions of N.C.G.S. § 143-64.31 for item NB3
- NB3** – Resolution of Lower Cape Fear Water and Sewer Authority Board of Directors Awarding Contract for Geologic Site Investigation Services to Applied Resource Management, P.C.

ENGINEER'S COMMENTS

ATTORNEY COMMENTS

EXECUTIVE DIRECTOR REPORT

- EDR1** – Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending August 31, 2025
- EDR2** – Operating Budget Status, Ending July 31, 2025
- EDR3** – Summary of Activities

DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS

PUBLIC COMMENT

ADJOURNMENT

The next board meeting of the Lower Cape Fear Water & Sewer Authority is scheduled for Monday, October 13th at 9:00 a.m. in the Authority's office located at 1107 New Pointe Boulevard, Suite 17, Leland, North Carolina.

Consent Agenda (CA)

Lower Cape Fear Water & Sewer Authority

AGENDA ITEM

To: CHAIRMAN DEVANE AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: September 8, 2025

Re: Consent Agenda

Reviewed and approved as to form: MATTHEW A. NICHOLS, AUTHORITY ATTORNEY

Please find enclosed the items of a routine nature for consideration and approval by the Board of Directors with one motion. However, that does not preclude a board member from selecting an item to be voted on individually, if so desired.

C1 – Minutes of August 11, 2025, Regular Board Meeting

C2 – Kings Bluff Monthly Operations and Maintenance Report

C3 – Bladen Bluffs Monthly Operations and Maintenance Report

C4 – Resolution for Recognition of National Source Water Protection Week Sept. 28 – Oct. 4th, 2025

Action Requested: Motion to approve/disapprove Consent Agenda.

Lower Cape Fear Water & Sewer Authority
Regular Board Meeting Minutes
August 11th, 2025

Chairman DeVane called to order the Authority meeting scheduled on August 11th, 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. Director Phillips gave the invocation.

Roll Call by Chairman DeVane:

Present: Damien Buchanan, Patrick DeVane, Wayne Edge, Harry Knight, Scott Phillips, Charlie Rivenbark, Chris Smith, Bill Sue, and Rob Zapple

Present by Virtual Attendance: Jerry Groves, Al Leonard, Bill Saffo, Phil Tripp, and Frank Williams

Absent: None

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

Guests Present: Kevin Morris, Cape Fear Public Utility Authority Deputy Director; David Carson, Brunswick County Kings Bluff Water Resource Supervisor; Glenn Walker, Brunswick County Water Resources Manager; David Fournier, HDR Construction Services; Anthony Colon, Pender County Utilities Director; James Proctor, Pender County Utilities Deputy Director; Ken Waldroup, Cape Fear Public Utility Authority Executive Director; Jason McLeod, Senior Vice President Cape Fear Commercial

Guests Virtual Attendance: John Nichols, Brunswick County Public Utilities Director; 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; Erin Jones, Pender County Utilities Water Treatment Plant Superintendent

PLEDGE OF ALLEGIANCE: Chairman DeVane led the Pledge of Allegiance.

APPROVAL OF CONSENT AGENDA

C1 – Minutes of July 14, 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 June 30, 2025

Motion: Director Zapple **MOVED**; seconded by Director Rivenbark, approval of the Consent Agenda Items C1, C3, and C4. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

Discussion on item C2. Director Zapple questioned why KB personnel would need to pump out Invista's vault. Executive Director Holloman advised that this is our meter. David Carson stated the GFI tripped on the sump pump. Kings Bluff staff reset the GFI, and the sump pump is working correctly.

Motion: Director Zapple **MOVED**; seconded by Director Rivenbark, approval of the Consent Agenda Items C2. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

NEW BUSINESS

NB1- Replacement Truck for Kings Bluff Raw Water Plant

Executive Tim Holloman advised that the authority recently sold a 2012 Work Truck, and a replacement has been included in the FY 2025–26 budget. Procuring a new vehicle at this time will help maintain a reliable fleet for years to come before future replacements are necessary. Staff recommend the purchase of the 2025 GMC Sierra 3500 from Bob King.

Motion: Director Knight **MOVED**; seconded by Director Buchanan, approval of the Replacement Truck for Kings Bluff Raw Water Plant. Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

ENGINEER'S COMMENTS

No comments

ATTORNEY COMMENTS

No comments

EXECUTIVE DIRECTOR REPORT

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

Executive Director Holloman reported that during July, all customers exceeded projections.

DIRECTOR'S COMMENTS AND/OR FUTURE AGENDA ITEMS

No comments.

PUBLIC COMMENT

No comments.

CLOSED SESSION

Chairman DeVane requested a motion to go into a closed session in accordance with N.C.G.S. §143-318.11(a)(5)(i) (real property):

Motion: Director Knight **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). Upon voting, the **MOTION CARRIED UNANIMOUSLY**.

At 9:15 a.m., the board went into closed session. At 9:52 a.m., the board returned to open session. Discussion only; no action taken.

ADJOURNMENT

There being no further business, Chairman DeVane adjourned the meeting at 9:53 a.m.

Respectfully Submitted:

Al Leonard, Secretary

BRUNSWICK COUNTY PUBLIC UTILITIES

Kings Bluff Pump Station/LCFWASA

246 Private Rd. 703
Riegelwood, NORTH CAROLINA 28456MAILING ADDRESS
P. O. Box 249
BOLIVIA, NORTH CAROLINA 28422TELEPHONE (910) 655-4799
FAX (910) 655-4798**TO: Tim Holloman****FROM: David Carson****DATE: 9/1/2025****SUBJECT: Monthly maintenance report for August 2025****Mr. Holloman,**

The Maintenance and Operations of the King's Bluff facility (KB) for the month of August were performed as prescribed in the station SOP'S and other items are as follows. The diesel drive booster pumps along with the standby System Computer and Data Acquisition (SCADA) generator located at the raw tank and the SCADA generator located at INVISTA / CFPWA vaults off HWY 421 were run and tested weekly and verified standby ready.

Items Highlighted in yellow were on Annual Inspection

KB personnel completed all locates issued by the Boss 811 system.

KB personnel assisted I&E with cooling fan installation on VFD (variable frequency drive) on unit #4.

KB personnel aided I&E with the adjustment of lowering voltage settings of generators.

KB personnel began categorizing old surplus equipment & parts and cleaning of storage room at generator building.

KB personnel developed a plan of action to fix leaking pressure reducing valve on the 48" pipeline this fall as we head into nonpeak season we are combining this repair with maintenance training with Underwood Pumps.

KB personnel changed oil on both air compressors as per preventative maintenance schedule.

KB personnel pumped water from vaults and performed maintenance duties along entire length of R.O.W. (right of way) including vaults at the raw tank.

KB personnel along with McKim and Creed completed the inspection of Kings Bluff Plant as well as the entirety of R.O.W. for our Annual Inspection Report

KB personnel cleared cobwebs from walls and ceiling in both pump rooms and both galleries.

KB personnel continued rejuvenation project with the repainting of hazardous areas, pump bases, bollards, and steps.

KB personnel added safety markings around all three pumps and traction strips on all step-up surfaces.

KB personnel changed light bulbs in gallery of pump room #1, #4 ,.

KB personnel assisted Power Generation at Raw Tank with repairs to the booster pumps that were recommended as a part of the annual PMs. New belts, fuel lines, and idler pullies.

KB personnel sprayed around garage and pressure reducer housing with herbicide.

KB personnel pumped out secondary tanks on diesel storage tanks of water this is an ongoing effort to remove the water.

KB personnel cut back overgrowth of weed at Gooseneck Inter Connection

KB personnel coordinated with O'Brien Service Co. with installation of the new 20Ton HVAC unit #3 that replaced the last of the ageing HVAC units.

Contractors:

Power Generation

O'Brien Service Company

McKim & Creed

LJ's land management cut grass at Kings Bluff and Authority property

David Carson



To: Tim Holloman - LCFWASA

From: James Kern – Bladen Bluffs SWTP ORC

Date: 9/3/25

Subject: August 2025 Operations

During the month of August, Bladen Bluffs SWTP operated a total of 17 days, treating 51.32 million gallons of water.

We used:

36,795 lbs. of aluminum sulfate (Alum)

11,293 lbs. of sodium hydroxide (Caustic)

1,535 lbs. of sodium hypochlorite (3,082 gallons of 6% Chlorine Bleach)

James Kern
Water Treatment Plant
Supervisor

(910) 862-3114
(910) 862-3146
(910) 733-0016 mobile
jkern@smithfield.com

Smithfield.
Good food. Responsibly.®

Bladen Bluffs Surface Water Treatment
Plant
17014 Highway 87 West
Tar Heel, NC 28392
www.smithfieldfoods.com

Bladen Bluffs SWTP Maintenance Report

Date: 9/3/2025

ISSUE:

PLAN OF ACTION:

All PLC need updated	Quote received – In Discussion
Vault intrusion electrical needs replaced	Parts arrived – scheduling install when SEC here for large electrical repair
Electrical Issue in Pipe Gallery	IN PROGRESS
Wooden walkway to river needs replacement	Planning repair/replace
Transfer pump #2 NA	Bad wire – temp fix. Scheduling for when SEC here for large electrical repair
Caustic pump #3 not working	Had pump FIXED, making plumbing repair
Additional support on GAC needs painting	Scheduled
Need to check all indicator light bulbs	IN PROGRESS
Look into replacing worn out safety signs	IN PROGRESS
Suspect a mud valve is leaking	Will inspect during next basin clean out
Grass needs pulled out of wastewater lagoons	COMPLETE
Need to clear ditches and tree lines of over growth	COMPLETE

Monthly Operating Reports (MORs) Summary

(No user data entry – all values are auto-populated.)

Year: 2025 PWS Name: Bladen Bluffs Water System PWSID#: NC5009012
 Month: August Facility Name: Bladen Bluff

Combined Filter Effluent (CFE) Turbidity

Samples exceeding 1 NTU (count):	<u>0</u>	Number of samples required:	<u>90</u>
Samples exceeding .3 NTU (count):	<u>0</u>	Number of samples taken:	<u>90</u>
Samples exceeding .3 NTU (pct):	<u>0.0%</u>	Highest single turbidity reading NTU:	<u>0.112</u>
		Monthly average turbidity NTU:	<u>0.069</u>

Individual Filter Effluent (IFE) Turbidity

1) Was each filter continuously monitored for turbidity?	Yes	<u>X</u>	No	<u></u>
2) Was each filter's monitoring results recorded every 15 minutes?	Yes	<u>X</u>	No	<u></u>
3) Was there a failure of the continuous turbidity monitoring equipment?	Yes	<u></u>	No	<u>X</u>
4) Was any individual filter turbidity level > 1.0 NTU in two consecutive measurements?	Yes	<u></u>	No	<u>X</u>
5) Was any individual filter turbidity level > 0.5 NTU in two consecutive measurements at the end of 4 hours of operation after the filter has been backwashed or otherwise taken offline?	Yes	<u></u>	No	<u>X</u>
6) Was any individual filter turbidity level > 1.0 NTU in two consecutive measurements in each 3 consecutive months?	Yes	<u></u>	No	<u>X</u>
7) Was any individual filter turbidity level > 2.0 NTU in two consecutive measurements in 2 consecutive months?	Yes	<u></u>	No	<u>X</u>

Entry Point Residual Disinfectant Concentration (EPRD)

Disinfectant Used	<u>Chlorine</u>	Number of samples required	<u>90</u>
Minimum EPRD concentration	<u>0.8200</u>	Number of samples taken	<u>90</u>

Distribution Residual Disinfectant Concentration

Number of samples under 0.010 mg/L (without any detectable) excluding where HPC is ≤ 500/mL	<u>0</u>
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Contact Time (CT) Ratio

Lowest CT ratio reading	<u>29.00</u>	Number of CT ratios required	<u>17</u>
Number of CT ratios below 1.0	<u>0</u>	Number of CT ratios calculated	<u>17</u>

Remarks From General Info Worksheet

☒ By checking this box, the ORC certifies that the requirements of 15A NCAC 18C .1301 "General Requirements", .1302 "Tests, Forms, and Reporting", and .1303 "Facility Oversight" have been met for the month of August, 2025 and that records documenting compliance with this rule are maintained on the premises and available for inspection upon request.

NCDENR/DEH
 PWSS
 Version: V02.10-00

COMPLETED BY:	<u>James Kern</u>
CERTIFICATE GRADE:	<u>A - Surface</u>
CERTIFICATE NUMBER:	<u>120147</u>



**Resolution for Recognition of
National Source Water Protection Week**

WHEREAS, the Board of Directors for Lower Cape Fear Water & Sewer Authority (“the Authority”) wishes to provide and promote the importance of source water to the region; and

WHEREAS, the health, prosperity, and quality of life of the Lower Cape Fear Region citizens and communities depend on a reliable supply of safe, high quality drinking water;

WHEREAS, protecting our drinking water is essential to preserve our own health and economy and that of future generations;

WHEREAS, we strive to build opportunities and work together to ensure clean, safe source water for all;

WHEREAS, the Authority is a regional organization created to aid development of a water supply system for its sponsoring member governments comprised of Bladen, Brunswick, Columbus, New Hanover, and Pender Counties, and the City of Wilmington;

WHEREAS, Residents and Businesses of the Lower Cape Fear Region are encouraged to recognize this precious resource and help conserve the watersheds that are the source of our water, protect our shared water resources from pollution, practice water conservation, become involved in local water issues, and plan to protect water for future community health and economic vitality;

THEREFORE, BE IT RESOLVED, by the Chairman and the Board of Directors for the Lower Cape Fear Water & Sewer Authority that September 28th to October 4th, 2025, is proclaimed as Source Water Protection Week.

THEREFORE, BE IT FURTHER RESOLVED, that a copy of this resolution be recorded in the permanent minutes of this Board.

Adopted this 8th day of September 2025

Patrick DeVane, Chairman

ATTEST:

Al Leonard, Secretary

AGENDA ITEM

To: CHAIRMAN DEVANE AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: September 8, 2025

Re: Closed Session in Accordance with NCGS §143-318.11(a)(5)(i) (real property) Approximately 107 Acres of Real Property located off of Clearwell Drive NE, Brunswick County, North Carolina (Brunswick County Parcel ID 0160005801)

Reviewed and approved as to form: MATTHEW A. NICHOLS, AUTHORITY ATTORNEY

A Closed Session is required in accordance with NCGS §143-318.11(a)(5)(i) (real property) Approximately 107 Acres of Real Property located off of Clearwell Drive NE, Brunswick County, North Carolina (Brunswick County Parcel ID 0160005801)

A motion is made by _____ to go into a closed session in accordance with North Carolina General Statute Section 143-318.11(a)(5)(i) to establish or to instruct LCFWASA staff or negotiating agents concerning the position to be taken by or on behalf of LCFWASA in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

The motion is seconded by _____.

Closed Session

A motion is made by _____ to return to open session.

The motion is seconded by _____.

AGENDA ITEM

To: CHAIRMAN DEVANE AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: September 8, 2025

Re: Land Acquisition - Resolution Approving an Agreement for Purchase and Sale of Land for Approximately 107 Acres of Real Property located off of Clearwell Drive NE, Brunswick County, North Carolina (Brunswick County Parcel ID 0160005801)

Reviewed and Approved as to form: MATTHEW A. NICHOLS, AUTHORITY ATTORNEY

Background: In conjunction with the 10-Mile Parallel Line Project, LCFWASA secured funding to evaluate and acquire property for future infrastructure. The Authority has identified a tract of land that may be suitable for this purpose and now seeks to move forward with an offer to purchase subject to due diligence examination

Action Requested: Motion to approve

**Lower Cape Fear Water and Sewer Authority Resolution Approving
An Agreement for Purchase and Sale of Land for Approximately 107 Acres of Real
Property located off of Clearwell Drive NE, Brunswick County, North Carolina
(Brunswick County Parcel ID 0160005801)**

WHEREAS, the Lower Cape Fear Water and Sewer Authority (“LCFWASA”) serves Brunswick, Bladen, Pender, New Hanover, Columbus Counties, and the City of Wilmington with a Board of Directors representing those local governments. As the largest regional water system in Eastern North Carolina, the Authority’s primary role is to provide raw water from the Cape Fear River to supply treatment facilities that serve 550,000 customers;

WHEREAS, as the largest regional water system in Eastern North Carolina, LCFWASA requires additional real property for infrastructure and planning purposes;

WHEREAS, LCFWASA has identified a tract of land consisting of approximately 107 acres located off of Clearwell Drive NE, Brunswick County, NC (Brunswick County Parcel ID 0160005801) (the “Subject Property”) that may be suitable for LCFWASA’s future infrastructure plans;

WHEREAS, LCFWASA Executive Director Tim H. Holloman and Cape Fear Commercial, on behalf of LCFWASA, have negotiated the Agreement for Purchase and Sale of Land for the Subject Property in the amount of \$1,400,000.00, subject to due diligence examination to ensure that the Subject Property is suitable for LCFWASA’s intended uses;

WHEREAS, LCFWASA Executive Director Tim H. Holloman and property owners Pam Solari, Carol Redmond, Sherri Shooter and Robert M. Shooter have executed the Agreement for Purchase and Sale of Land for the Subject Property (signed by the property owners on August 14, 2025) (the “Agreement”), which Agreement is subject to the approval of the LCFWASA Board of Directors; and,

WHEREAS, the Board finds and determines that it is in the best interests of the public that LCFWASA serves to approve the Agreement for Purchase and Sale of Land.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Directors of the LCFWASA Board that the LCFWASA Board hereby approves the above-referenced Agreement for Purchase and Sale of Land for the purchase of approximately 107 acres of real property located off of Clearwell Drive NE, Brunswick County, North Carolina (Brunswick County Parcel ID 0160005801), in the amount of \$1,400,000.00, subject to the due diligence examination period and all other terms and conditions stated in the Agreement.

The Board hereby directs the Executive Director to proceed with LCFWASA’s due diligence of the Subject Property during the examination period to ensure that the Subject Property is suitable for LCFWASA’s intended uses.

The Board designates that the Chairman and the Executive Director are duly authorized to execute on behalf of LCFWASA any additional documentation necessary to indicate to the owners of the Subject Property that the Board approves the Agreement for Purchase and Sale of Land.

THEREFORE, BE IT FURTHER RESOLVED, that a copy of this Resolution be recorded in the permanent minutes of this Board.

Adopted this ____ day of September, 2025.

Patrick DeVane, Chairman

ATTEST:

Al Leonard, Secretary

AGENDA ITEM

To: CHAIRMAN DEVANE AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: September 8, 2025

Re: Exempting Lower Cape Fear Water and Sewer Authority from provisions of
N.C.G.S. § 143-64.31

Reviewed and Approved as to form: MATTHEW A. NICHOLS, AUTHORITY ATTORNEY

Background: As part of evaluating the suitability of land for the proposed future infrastructure, the Authority must conduct a subsurface investigation of the property. A geologic site investigation is required to support preliminary engineering and site evaluation.

Applied Resource Management, P.C. (ARM) submitted a proposal dated August 26, 2025, to perform the geologic site investigation at an estimated cost of \$37,450.00. Because the estimate fee is below \$50,000, the Board may exempt the procurement from the qualifications-based selection process under N.C.G.S. § 143-64.32

Action Requested: Motion to approve

**RESOLUTION OF LOWER CAPE FEAR WATER AND SEWER AUTHORITY BOARD OF
DIRECTORS EXEMPTING LOWER CAPE FEAR WATER AND SEWER AUTHORITY
FROM THE PROVISIONS OF N.C.G.S. § 143-64.31**

WHEREAS, N.C.G.S. § 143-64.31 requires the Lower Cape Fear Water and Sewer Authority (“LCFWASA”) to conduct an initial selection of firms to provide engineering services without regard to fee;

WHEREAS, N.C.G.S. § 143-64.32 permits LCFWASA to exempt particular projects from the provisions of N.C.G.S. § 143-64.31 in the case of proposed projects where the estimated professional fee is less than \$50,000.00;

WHEREAS, LCFWASA proposes to enter into a contract with Applied Resource Management, P.C. (“ARM”) for services related to a geologic site investigation as part of LCFWASA’s due diligence and preliminary engineering analysis and site evaluation of an approximately 107-acre tract of land in Brunswick County, NC (Brunswick County Parcel ID 0160005801);

WHEREAS, ARM has prepared a proposal dated August 26, 2025, with a subsurface investigation estimate in the amount of \$37,450.00 for the preliminary subsurface investigation of the site (the “Proposal”);

WHEREAS, the estimated professional fee for the work to be performed by ARM in connection with the above-referenced matter is less than \$50,000.00; and

WHEREAS, the LCFWASA Board, by its approval of this Resolution, intends to exempt the above-referenced Proposal from the requirements of N.C.G.S. § 143-64.31.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Directors of the LCFWASA Board that, pursuant to N.C.G.S. § 143-64.32, the Applied Resource Management, P.C. Proposal dated August 26, 2025, for the subsurface investigation of the above-referenced property is hereby made exempt from the provisions of N.C.G.S. § 143-64.31.

This Resolution shall be effective upon passage.

A copy of this Resolution be recorded in the permanent minutes of this Board.

Adopted this ____ day of September, 2025.

Patrick DeVane, Chairman

ATTEST:

Al Leonard, Secretary

AGENDA ITEM

To: CHAIRMAN DEVANE AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: September 8, 2025

Re: Resolution of Lower Cape Fear Water and Sewer Authority Board of
Directors Awarding Contract for Geologic Site Investigation Services to
Applied Resource Management

Reviewed and Approved as to form: MATTHEW A. NICHOLS, AUTHORITY ATTORNEY

Background: The Authority has identified approximately 107 acres of land in Brunswick County, NC (Parcel ID 0160005801) as a potential site for future infrastructure development. An Agreement for Purchase and Sale of Land has been executed for this tract, contingent upon successful due diligence during the examination period. A geologic site investigation is required to support preliminary engineering and site evaluation.

Applied Resource Management, P.C. (ARM) submitted a proposal dated August 26, 2025, to perform the geologic site investigation at an estimated cost of \$37,450.00. Because the estimated fee is below \$50,000, the Board may exempt the procurement from the qualifications-based selection process under N.C.G.S. § 143-64.32.

Action Requested: Motion to approve

**RESOLUTION OF LOWER CAPE FEAR WATER AND SEWER AUTHORITY BOARD OF
DIRECTORS AWARDED CONTRACT FOR GEOLOGIC SITE INVESTIGATION
SERVICES TO APPLIED RESOURCE MANAGEMENT, P.C.**

WHEREAS, the Lower Cape Fear Water and Sewer Authority (“LCFWASA”) serves Brunswick, Bladen, Pender, New Hanover, Columbus Counties, and the City of Wilmington with a Board of Directors representing those local governments;

WHEREAS, as the largest regional water system in Eastern North Carolina, LCFWASA’s primary role is to provide raw water from the Cape Fear River to supply treatment facilities that serve 550,000 customers;

WHEREAS, as the largest regional water system in Eastern North Carolina, LCFWASA requires additional real property for infrastructure and planning purposes;

WHEREAS, LCFWASA has identified a tract of land consisting of approximately 107 acres located off of Clearwell Drive NE, Brunswick County, NC (Brunswick County Parcel ID 0160005801) (the “Subject Property”) that may be suitable for LCFWASA’s future infrastructure plans;

WHEREAS, LCFWASA has entered into an Agreement for Purchase and Sale of Land for the Subject Property, which agreement is contingent upon LCFWASA’s due diligence during the examination period;

WHEREAS, a geologic site investigation of the Subject Property is required as part of LCFWASA’s due diligence and preliminary engineering analysis and site evaluation;

WHEREAS, Applied Resource Management, P.C. (“ARM”) has submitted a proposal to LCFWASA dated August 26, 2025, for geologic site investigation services with a preliminary subsurface investigation estimate in the amount of \$37,450.00 (the “Proposal”);

WHEREAS, the estimated professional fee for the work to be performed by ARM in connection with the above-referenced matter is less than \$50,000.00;

WHEREAS pursuant to N.C.G.S. § 143-64.32, the Board has exempted the above-referenced Proposal from the requirements of N.C.G.S. § 143-64.31; and

WHEREAS, LCFWASA has determined that it is in the public interest to accept ARM’s Proposal because it is cost effective, and within LCFWASA’s budget for the project.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Directors of the LCFWASA Board that the Board hereby approves the Proposal dated August 26, 2025, from Applied Resource Management, P.C. in the professional estimated amount of \$37,450.00 for services related to a geologic site investigation as part of LCFWASA’s due diligence investigation of the Subject Property.

The Board of Directors designates that the Chairman and the Executive Director are duly authorized to execute a contract on behalf of LCFWASA with Applied Resource Management, P.C. for

the above-referenced matter, subject to review and approval of the contract as to form by LCFWASA's attorney.

THEREFORE, BE IT FURTHER RESOLVED, that a copy of this Resolution be recorded in the permanent minutes of this Board.

This Resolution shall be effective upon passage.

Adopted this ____ day of September, 2025.

Patrick DeVane, Chairman

ATTEST:

Al Leonard, Secretary

August 26, 2025

LCFWASA

Attn.: Mr. Tim Holloman
Executive Director
1107 New Point Blvd., Suite 17
Leland, NC 2845

Director@lcfwasa.gov



Re: LCFWSA
Ground Storage Reservoir Geologic Site Investigation
Redmond Carol Tract
Leland, NC

Mr. Holloman,

The Lower Cape Fear Water and Sewer Authority are investigating new areas of interest for the construction of a ground storage reservoir for emergency water supply. Site-specific geologic and hydrogeologic influences have significant impacts on the construction and maintenance of a ground storage basin. A comprehensive site evaluation of in-situ soil conditions and seasonal groundwater trends is necessary to advise on viability or specific methods of construction. We are proposing this project in two phases. The first will be focused on preliminary understanding of site conditions as part of due diligence prior to purchase. The second phase will expand on preliminary work providing a better understanding of site conditions which can be utilized for overall reservoir design and construction. This proposal **does not** include costs or work required for the second phase. To satisfy due diligence requirements, the following are recommended:

Subsurface Investigation

Mobilize a drilling rig to the site to perform up to 10 exploratory test borings and six piezometers. The drilling operations will be supervised by a field geologist to classify sediments and complete boring logs for each location. Test borings will include direct push soil sampling methods or hydraulic profiling for comprehensive depths of 30 feet with up to 5 of those borings to 50 feet for deeper regional profiles. Hydraulic profiling (HPT) will be completed with Geoprobe technologies to estimate hydraulic conductivity of soils present on site. Redoxomorphic features will be recorded to begin to understand seasonal high water table fluctuations. Six piezometers will be installed to collect date specific groundwater levels.

Subsurface Investigation Estimate 37,450

Assumes:

1. Ease and accessibility by a truck mounted drilling rig. Any clearing or road building by others.
2. Topographic map data provided by others;
3. Top of well casing elevations provided by others.

Sincerely,

James L. Cornette, PG, CWD
Project Manager

Applied Resource Management, P.C.
P.O. Box 882, 257 Transfer Station Road, Hampstead, NC 28443 910.270.2919

AGENDA ITEM

To: CHAIRMAN DEVANE AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: September 8, 2025

Re: Executive Director's Report

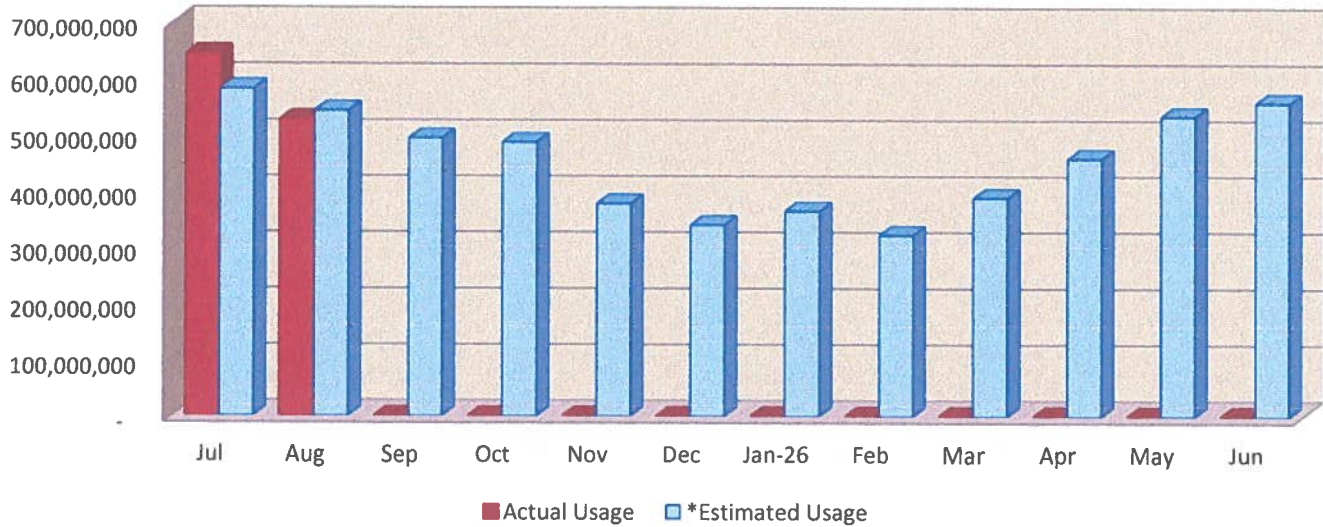
EDR1 - Comments on Customers' Water Usage and Raw Water Revenue for Fiscal Year to Date Ending August 31, 2025

EDR2 - Operating Budget Status, Ending July 31, 2025

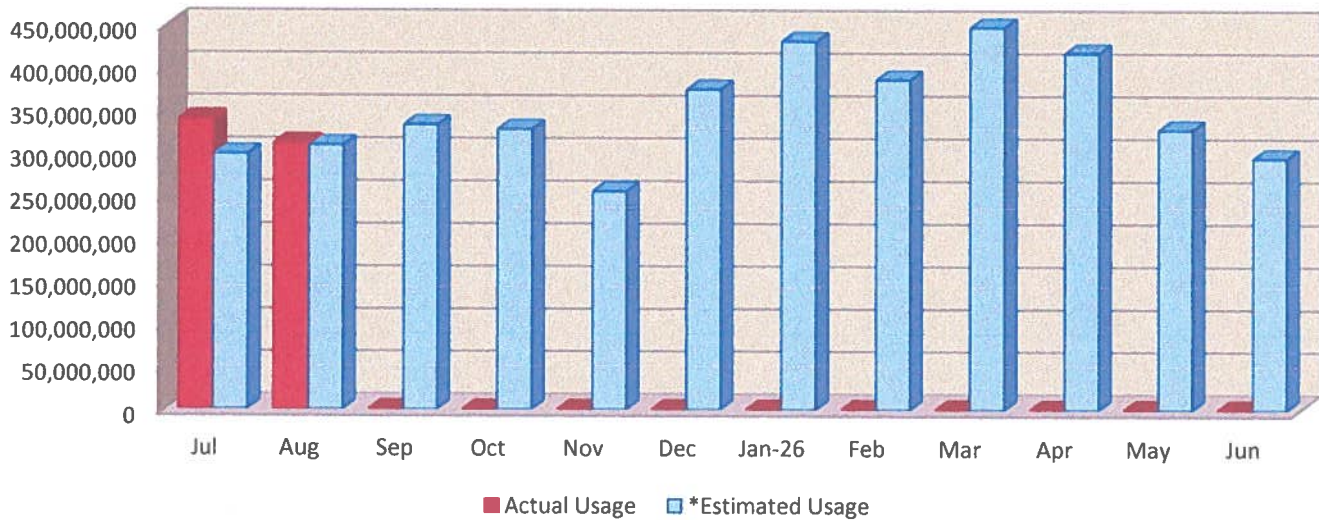
EDR3 - Summary of Activities

Action Requested: For information purposes.

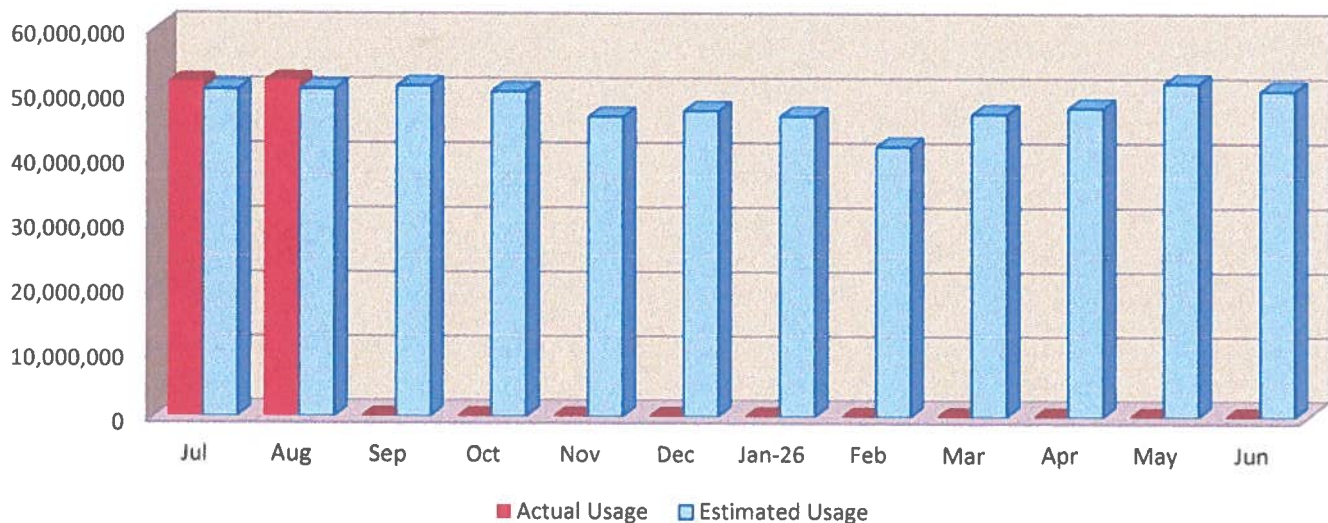
Brunswick County Water Usage FY 24-25



CFPUA Water Usage FY 24-25



Pender County Water Usage FY 24-25



LOWER CAPE FEAR WATER AND SEWER AUTHORITY
FISCAL YEAR 2025-2026 BUDGET

ACCOUNT NO.	REVENUES	FY 2025-2026 APPROVED BUDGET	FY 2025-2026 AMENDED BUDGET	July 1 - July 31, 2025 ACTUAL		FY 25-26 TOTAL COMBINED BUDGET	% of Amended Budget As of 07/31/2025
				KINGS BLUFF	BLADEN BLUFFS		
	OPERATING						
3001-01	Brunswick County	\$ 2,621,733	\$ 2,621,733	\$ 309,590	\$ -	\$ 309,590	12%
3002-01	Cape Fear Public Utility Authority	\$ 2,022,934	\$ 2,022,934	\$ 163,245	\$ -	\$ 163,245	8%
3003-03	Pender County	\$ 289,440	\$ 289,440	\$ 24,882	\$ -	\$ 24,882	9%
3004-01	Stepan/Invista	\$ 140,000	\$ 140,000	\$ 10,382	\$ -	\$ 10,382	7%
3005-01	Praxair, Inc.	\$ 35,200	\$ 35,200	\$ 2,580	\$ -	\$ 2,580	7%
3006-01	Bladen Bluffs Reimbursement for Plant Operation Costs	\$ 5,670,086	\$ 5,670,086	\$ -	\$ 126,710	\$ 126,710	2%
3006-02	Bladen Bluffs Administrative Reimbursement	\$ 133,823	\$ 133,823	\$ -	\$ 16,132	\$ 16,132	12%
3007-01	Sales Tax Refund	\$ 159,988	\$ 159,988	\$ -	\$ -	\$ -	0%
	Subtotal	\$ 11,073,204	\$ 11,073,204	\$ 510,680	\$ 142,843	\$ 653,522	6%
	Non-Operating						
3105-01	Interest	\$ 200,000	\$ 200,000	\$ 27,030	\$ -	\$ 27,030	14%
3120-01	Other Revenue (Insurance Proceeds/Refunds/FEMA)	\$ -	\$ -	\$ -	\$ -	\$ -	0%
3125-01	Federal Tax Subsidy	\$ -	\$ -	\$ -	\$ -	\$ -	0%
3156-00	Rental House Income	\$ -	\$ -	\$ -	\$ -	\$ -	0%
3170-01	Transfer In	\$ -	\$ -	\$ -	\$ -	\$ -	0%
3900-01	Renewal and Replacement Fund Appropriated	\$ -	\$ -	\$ -	\$ -	\$ -	0%
3900-02	SRF/ARPA	\$ 37,762,800	\$ 37,762,800	\$ 4,785,638	\$ -	\$ 4,785,638	13%
2900-00	Fund Balance Appropriated	\$ -	\$ -	\$ -	\$ -	\$ -	0%
	Subtotal	\$ 37,962,800	\$ 37,962,800	\$ 4,812,668	\$ -	\$ 4,812,668	13%
	TOTAL REVENUES	\$ 49,036,004	\$ 49,036,004	\$ 5,323,348	\$ 142,843	\$ 5,466,190	11%

LOWER CAPE FEAR WATER AND SEWER AUTHORITY
FISCAL YEAR 2025-2026 BUDGET

ACCOUNT NO.	EXPENDITURES	FY 2025-2026 APPROVED BUDGET	FY 2025-2026 AMENDED BUDGET	July 1 - July 31, 2025 ACTUAL		FY 25-26 TOTAL COMBINED BUDGET	% of Amended Budget As of 07/31/2025
				KINGS BLUFF	BLADEN BLUFFS		
	Administration						
4001-01	Salaries	\$ 246,869	\$ 246,869	\$ 16,124	\$ 6,172	\$ 22,296	9%
4010-01	Per Diem and Mileage Board Members	\$ 64,791	\$ 64,791	\$ 3,007	\$ 1,620	\$ 4,627	7%
4012-01	Vehicle Allowance	\$ 5,200	\$ 5,200	\$ 270	\$ 130	\$ 400	8%
4019-01 & 4024-01	FICA Taxes	\$ 24,658	\$ 24,658	\$ 1,446	\$ 616	\$ 2,063	8%
4029-01	Retirement	\$ 36,660	\$ 36,660	\$ 1,870	\$ 917	\$ 2,786	8%
4035-01	401K Plan	\$ 13,912	\$ 13,912	\$ 602	\$ 348	\$ 950	7%
4036-01	Miscellaneous Payroll Processing Expenses	\$ 2,900	\$ 2,900	\$ 298	\$ -	\$ 298	10%
4038-01	Group Insurance	\$ 42,586	\$ 42,586	\$ 1,922	\$ 1,065	\$ 2,986	7%
4039-01	Property and Liability Insurance	\$ 173,160	\$ 173,160	\$ 31,218	\$ 4,329	\$ 35,547	21%
4046-00	Professional Services General	\$ 55,000	\$ 55,000	\$ 4,000	\$ -	\$ 4,000	7%
4046-01	Attorney	\$ 65,000	\$ 65,000	\$ 3,147	\$ -	\$ 3,147	5%
4047-01	Auditor	\$ 9,500	\$ 9,500	\$ 1,700	\$ 2,800	\$ 4,500	47%
4048-01	Engineer	\$ 150,000	\$ 150,000	\$ -	\$ -	\$ -	0%
4049-01	Information Technology	\$ 15,000	\$ 15,000	\$ 1,403	\$ -	\$ 1,403	9%
4050-01	Financial Advisor	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	0%
4055-01	Office Maintenance/Repair/Common Charge	\$ 45,000	\$ 45,000	\$ 2,025	\$ -	\$ 2,025	5%
4058-01	Office Utilities	\$ 4,000	\$ 4,000	\$ 290	\$ -	\$ 290	7%
4059-01	Office Expenses (telephone, Printing, Adv)	\$ 15,000	\$ 15,000	\$ 818	\$ -	\$ 818	5%
4062-01	Office Equipment	\$ 30,000	\$ 30,000	\$ 3,216	\$ -	\$ 3,216	11%
4064-01	Printing and Advertising	\$ 15,500	\$ 15,500	\$ 926	\$ -	\$ 926	6%
4065-01	Telephone and Internet	\$ 5,500	\$ 5,500	\$ 671	\$ -	\$ 671	12%
4070-01	Travel and Training	\$ 36,000	\$ 36,000	\$ 4,119	\$ -	\$ 4,119	11%
4070-20	Phone Allowance	\$ 520	\$ 520	\$ 27	\$ 13	\$ 40	8%
4075-01	Vehicle Expense	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4080-01	Miscellaneous Expense	\$ 25,000	\$ 25,000	\$ 1,414	\$ -	\$ 1,414	6%
4081-01	Dues & Subscription	\$ 12,000	\$ 12,000	\$ 615	\$ -	\$ 615	5%
	Subtotal	\$ 1,103,756	\$ 1,103,756	\$ 81,127	\$ 18,009	\$ 99,136	9%

LOWER CAPE FEAR WATER AND SEWER AUTHORITY
FISCAL YEAR 2025-2026 BUDGET

ACCOUNT NO.	EXPENDITURES	FY 2025-2026 APPROVED BUDGET	FY 2025-2026 AMENDED BUDGET	July 1 - July 31, 2025 ACTUAL		FY 25-26 TOTAL COMBINED BUDGET	% of Amended Budget As of 07/31/2025
				KINGS BLUFF	BLADEN BLUFFS		
	Operating						
4501-01	Sales Tax Expense	\$ 150,000	\$ 150,000	\$ -	\$ 6,755	\$ 6,755	5%
4510-01	Bladen Bluffs O & M	\$ 3,821,385	\$ 3,821,385	\$ -	\$ 68,095	\$ 68,095	2%
4515-01	Bladen Bluffs Hurricane Florence	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4520-01	Utilities/Energy/Kings Bluff	\$ 778,052	\$ 778,052	\$ 86,737	\$ -	\$ 86,737	11%
4530-01	Contract O & M Kings Bluff	\$ 736,811	\$ 736,811	\$ 125,956	\$ -	\$ 125,956	17%
4537-01	O&M Kings Booster Pump Bluff Pump Station	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4541-01	Combined Enterprise Funded Series 2010 Principal	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4542-01	Combined Enterprise Funded Series 2010 Interest	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4543-01	Combined Enterprise System Ref Series 2012 Principal	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4544-01	Combined Enterprise System Ref Series 2012 Interest	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4545-01	Bladen Bluffs Debt Service Principal	\$ 1,115,000	\$ 1,115,000	\$ -	\$ -	\$ -	0%
4546-01	Bladen Bluffs Debt Service Interest	\$ 480,000	\$ 480,000	\$ -	\$ 65,873	\$ 65,873	14%
	Operating Capital Expense	\$ 10,851,000	\$ 10,851,000	\$ -	\$ 106,200	\$ 106,200	1%
4998-05	Transfer to R&R - Kings Bluff R&R Expense	\$ -	\$ -	\$ -	\$ -	\$ -	0%
	Transfer to R&R - Industrial	\$ -	\$ -	\$ -	\$ -	\$ -	0%
4998-06	Transfer to Enterprise Fund	\$ -	\$ -	\$ -	\$ -	\$ -	0%
2041-01	421 Relocation New Hanover County Loan Principal	\$ -	\$ -	\$ -	\$ -	\$ -	0%
5180-00	SRF77 mile parallel line expenditures	\$ 30,000,000	\$ 30,000,000	\$ 92,708	\$ -	\$ 92,708	0%
	Subtotal	\$ 47,932,248	\$ 47,932,248	\$ 305,401	\$ 246,923	\$ 552,325	1%
	TOTAL EXPENDITURES	\$ 49,036,004	\$ 49,036,004	\$ 386,529	\$ 264,932	\$ 651,461	1%

Executive Director Highlighted Activities:

- Regular Monthly meetings with the Design Build Team and Owner's Advisor for the parallel line project.
- Continuing work with the Legislative Delegation on the double project funding
- Attended the Rural Water Summer Conference and the Rural Water Board Meeting
- Met with Electus to review priorities and status of requests.
- Attended LCFRP quarterly meeting.
- Attended State of Community with Congressman Rouzer and Senator Tillis.
- Met with DEQ about financing of Reservoir Land Acquisition.
- Participated in Phase 2 A Substantial Completion and walkthrough.
- Met with Underwood Pump to discuss 4th Pump Status
- Authorized start of Asbestos removal at the former rental house at Kings Bluff
- Participated in Weeks Marine Pipe Yard and River Pipe assembly prior to installation.
- Certify BB Monthly Report
- Danielle continued compiling information for the Auditors.
- Danielle worked with KB staff to review computer security protocols.
- Upgraded copier contract.