

## MINUTES

Regular Meeting  
Cleveland County Water Board Room

January 14, 2020  
Tuesday, 7: 00 P.M.

Present: Chairman Donald Melton; presiding, Vice Chairman Dewey Cook, Secretary Bill Cameron, Commissioners Amy Bridges, John Taylor Tony Brooks, and Bruce Martin, General Manager Brad Cornwell, and Attorney Tim Moore.

Chairman Donald Melton called the meeting to order at 7:00 PM, welcomed all who were in attendance and recognized Commissioner John Taylor who gave the invocation and Commissioner Bruce Martin led the *Pledge of Allegiance*.

### A. Approval of agenda:

Chairman Melton asked Commissioners if anyone had any questions related to the adoption of the agenda. With no questions, he requested a motion to approve the agenda.

#### 1) Motion to adopt the proposed agenda

**ACTION TAKEN:** Upon a motion by Mr. Cameron and second by Mrs. Bridges, the Board of Commissioners voted unanimously to approve the agenda.

### B. Special Presentation by Chairman Donald O. Melton:

#### 1) Presentation of Resolution 25-2019 A Resolution Honoring C.J. "Pete" Pedersen for his service to the Cleveland County Sanitary District

Chairman Melton read the resolution to Mr. Pedersen honoring his service and presented the framed copy of the resolution to him.

### C. Public Comment:

Chairman Melton requested the time for Public Comment and Mr. Cornwell noted that no one had signed up for Public Comment.

#### D. Consent Agenda:

Action Taken: Chairman Melton presented the Consent Agenda Items. Upon a motion by Mr. Brooks second by Mr. Taylor the Board of Commissioners voted unanimously to approve the Consent Agenda. The Consent Agenda consisted of the following items:

- 1) Approval of the Minutes of the Regular Meeting of December 10, 2019
- 2) Approval of the Special Meeting Notice for February 8, 2020

#### E. Unfinished Business:

- 1) Consideration of Budget Ordinance Number 1-2020 An Ordinance Amendment for the Capital Project Ordinance and Budgets for Cleveland County Water's Greenway Project

Mr. Cornwell explained that this budget ordinance will appropriate funding for the Greenway Project. The Shelby Star printed an article about the Greenway Project in a recent edition of the newspaper. This resolution will appropriate additional funding for the project, which includes the purchase of the White property. These funds will accept a grant, in the amount of \$5,000.00 from the Carolina Thread Trail to start the Detailed Corridor Plan.

Action Taken: Upon a motion by Mrs. Bridges, second by Mr. Cameron, the Board of Commissioners voted unanimously to adopt Budget Ordinance Number 1-2020 *An Ordinance Amendment for a Capital Project Ordinance and Budgets for Cleveland County Water's Greenway Project*

- 2) Consideration of Ordinance Number 2-2020 A FY 2019-2020 Budget Amendment for Cleveland County Water

Mr. Cornwell explained that this ordinance will amend the revenues for the 2019-2020 fiscal year budget. The meters, meter boxes, meter lids, copper and other materials were supplied to the contractor to be used during the construction during the Town of Fallston project. These materials were purchased to assure that the contractor used materials specific to the District requirements. At the completion of the Town of Fallston project, the funds were available to reimburse the

District for these materials. An invoice was presented to the Town of Fallston for the costs of the materials. The reimbursement will be appropriated for GPS costs for mapping purposes and line extensions.

Action Taken: Upon a motion by Mr. Taylor, second by Mr. Brooks, the Board of Commissioners voted unanimously to adopt Ordinance Number 2-2020 A FY 2019-2020 Budget Ordinance Amendment for Cleveland County Water

- 3) Consideration of Resolution Number 1-2020 A Resolution Ratifying the Purchase of Real Property Located in the Town of Lawndale, NC from Ronald William White and wife, Ann Hughes White

Mr. Cornwell explained that this resolution ratifies the purchase of the White property for the Greenway project.

Action Taken: Upon a motion by Mr. Cameron, second by Mrs. Bridges, the Board of Commissioners voted unanimously to adopt Resolution Number 1-2020 A *Resolution Ratifying the Purchase of Real Property Located in the Town of Lawndale, NC from Ronald William White and wife, Ann Hughes White*

#### F. New Business:

- 1) Consideration of Resolution Number 2-2020 A Resolution Adopting and Accepting an Addendum Acknowledging Assignment of Water Tank Maintenance Contract for the Town of Fallston Water Tank

Mr. Cornwell shared that this resolution is in reference to the Town of Fallston operation and maintenance of the Fallston water tank. The power bill for the water tank will be switched into the District's name. The service agreement for the water tank maintenance is with the same contractor as currently used by the District. Since the Town of Fallston still owns the water tank but the District is responsible for the maintenance of the water tank this resolution will allow the billing to be presented to the District.

Action Taken: Upon a motion by Mr. Cook, second by Mr. Taylor, the Board of Commissioners voted unanimously to adopt Resolution Number

*2-2020 A Resolution Adopting and Accepting An Addendum  
Acknowledging Assignment of Water Tank Maintenance Contract for the  
Town of Fallston Water Tank*

- 2) Consideration of Resolution Number 3-2020 A Resolution Authorizing the Execution of an Agreement between Cleveland County Water and the Cleveland County Family YMCA for Employee Membership and Benefits

Mr. Cornwell explained the process of how the YMCA membership discussion started with the employees. Several employees expressed interest in becoming members of the YMCA. Mr. Cornwell shared that some discounts through other organizations in the area have been in place for several years. The small size of the staff doesn't give incentive for big discounts. The pricing presented is based on current rates available at the YMCA. Through the YMCA memberships, these employees will be able to hopefully make improvements in their health. The membership would include a supplement from the District for an additional \$10.00 per month per employee to absorb some of the costs for the employee membership because healthier employees benefit our overall health insurance premiums. Mr. Cornwell recommends adopting this resolution for future employee needs. Mr. Melton asked if the memberships would be extended to the board members. Mr. Cornwell noted that the members were employees of the District. Mr. Melton inquired about his spouse. Mr. Cornwell verified that the family membership would include the spouse. Mrs. Bridges asked about the locations available through the membership. Mr. Cornwell noted that almost every YMCA location across the United States was included according to the contract and referred the members to the page in the packet.

Action Taken: Upon a motion by Mr. Brooks, second by Mr. Martin, the Board of Commissioners voted unanimously to adopt Resolution Number 3-2020 A Resolution Authorizing the Execution of an Agreement between Cleveland County Water and the Cleveland County Family YMCA for Employee Membership and Benefits

- 2) Consideration of Resolution Number 4-2020 A Resolution Accepting a \$5,00 grant from Carolina Thread Trail for a Detailed Corridor Plan and

## Authorizing General Manager to execute a Grant Agreement with Carolina Thread Trail

Mr. Cornwell reported that this resolution would authorize the grant agreement with the Carolina Thread Trail. The Detailed Corridor Plan will cost more money than the amount of the grant award. The requests for qualifications have not been completely reviewed so the total costs for the project have not been determined yet.

Action Taken: Upon a motion by Mr. Cameron, second by Mrs. Bridges, the Board of Commissioners voted unanimously to adopt Resolution Number 4-2020 *A Resolution Accepting a \$5,000 grant from Carolina Thread Trail for a Detailed Corridor Plan and Authorizing the General Manager to execute a Grant Agreement with Carolina Thread Trail*

### G. General Manager's Report:

Mr. Cornwell discussed the financial reports from December. The second quarterly transfer to the capital reserve has been completed. The balance in the capital reserve fund is \$2,000,000.00. The compensatory time cash in took place in December. The first employee to use the tuition reimbursement policy for continuing education received the first reimbursement. Mr. Cornwell expressed pride in her accomplishment and shared that this employee would be graduating with her Associates degree soon. The maintenance report is in the packet for reference. The water plant report reflects that water production is down, by more than half of the normal due to the rain. Mr. Cornwell noted that it started raining in November and it hasn't slowed yet. The billing report also reflects this decrease. Mr. Cornwell shared recent pictures from the Lattimore Tank project and explained the construction process. The Fallston water line project is finished. Mr. Cornwell and Finance Director, Ginger Fern, met with the USDA concerning the funding for upcoming projects. The projects considered for funding in dollar amounts exceeding five million dollars are sent to Washington D.C. for approval. The WEIR project will require this approval in Washington D.C. The Centrally Located Office can be approved at the local level in North Carolina if the District pledges to pay the balance over the five-million-dollar limit. This is the recommendation that Mr. Cornwell will be making to keep the Centrally Located Operations Center at the local level. Mr. Cornwell noted that USDA would make this same

recommendation when reviewing our financial statements and the grant application process. The General Manager Report continued with the Greenway Project. Mr. Cornwell shared pictures of the properties since the demolition and the clearing have taken place. Mr. Cornwell noted some suggestions for improvements on the wall and bank behind the Lawndale Methodist Church. There are some power poles and lines that would require relocating and removing if the property was cleared. The power company will relocate and remove the overhead power lines and poles if the property is cleared. Lawndale Sand has the equipment necessary to eliminate the brush and clear the property. The improvements will benefit the church and be beneficial for the future of the Greenway Project. The retaining wall will be removed. New dirt will be brought in to build a slope that can be maintained with a bush hog. The vegetation will be cleared without harming the trees, so that the public can have access to the river. The site will be more visible and friendly to the public and the designers coming to the site. Mr. Cornwell inquired if the board members approved his suggestions. Mr. Cook asked if we required a permit for erosion and sedimentation. Mr. Cornwell explained that the area worked was less than an acre and did not require any special permits. The work area had already been sown back. Mr. Cornwell mentioned that David Caldwell, the Broad River, River Keeper, would assist in organizing a roadside cleanup project. The project would begin at Main Street in Lawndale until the Recycling Center on Casar Lawndale Road. Mr. Cornwell noted that it will be on a Saturday morning. The more volunteers come to help and assist, the shorter the work time will be. Once a date is chosen, it will be posted on the Cleveland County Water website. The Boy Scouts from the Lawndale Troop will be invited to participate. Each board member received their own copy of the Open Meeting Law Book for reference. Mr. Cornwell noted some of the discussion items that would be presented at the retreat and asked if there were any topics that needed to be discussed. Mr. Cornwell and Customer Service Director, Michelle Alexander will be meeting with the utility billing software provider, QS/1, with concerns about the bill printing process. The customers have been expressing interest in paperless billing. Mr. Cornwell shared some statistics concerning how the customers are paying their bills. The majority of customers are still mailing in their water payments by mail. The customers also have access to online/phone payments and bank drafts. The research shows that ten percent of the customers are still coming to the office to pay their bills. Mr. Cornwell shared some canoe access pictures in Rutherford County and Broad River. These canoe river access points were built on NCDOT right of ways.

The NCDOT right of ways were used because of the lack of available land and the lack of sand bars and beaches. Mr. Cook asked about installing a canoe access with rollers. Mr. Cornwell noted that canoe access can be made several different ways. The Detailed Corridor Plan would supply more information on the canoe access.

#### H. Board Members Announcement and Remarks

The members did not have announcements and remarks.

#### J. Adjournment

Action Taken: Chairman Melton called for a motion to adjourn. Upon a motion by Mr. Brooks, second by Mr. Cook the Board of Commissioners voted unanimously to adjourn at 7:53 PM.

Respectfully submitted,

*Bill Cameron*

Bill Cameron  
Secretary

