

## MINUTES

Regular Meeting  
Cleveland County Water Board Room

October 13, 2020  
Tuesday, 7: 00 P.M.

Present: Chairman Donald Melton; presiding, Vice Chairman Dewey Cook, Secretary Bill Cameron, Commissioners Amy Bridges, Tony Brooks, Bruce Martin and John Taylor and 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 General Manager Brad Cornwell 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. Chairman Melton requested a motion to adopt the agenda.

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

### B. Public Comment:

There were no public comments.

### C. 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 September 8, 2020
- 2) Approve of the Minutes of the Closed Session Meeting of March 10, 2020
- 3) Consideration of Resolution Number 32-2020 A Resolution Ratifying the Purchase of Real Property from Broad River Asset Solutions, LLC

### C. Special Presentation

1) Asset and Inventory Assessment Project Final Presentation by  
Keith Webb, PE, McGill Associates

General Manager Cornwell introduced Keith Webb from McGill Associates to present The Asset and Inventory Assessment Project Final Presentation. The Asset and Inventory Assessment Project was funded through a grant from NCDENR in the amount of \$150,000.00. The assessment is not a commitment for improvements and repairs, the assessment creates a long-term plan for the water system. The project reflects the current status of the water system; reporting the repairs and the improvements that need to be made to make the system better. A resolution will need to be adopted by the members accepting and approving the assessment project to close the grant completion. Mr. Webb began his presentation by explaining that the improvements and repairs required for the water system would require funding. Most applications for funding require an Asset Inventory and Assessment plan. This plan would provide performance points that would be calculated in the scoring for these funding options. This plan has taken two years of working with the General Manager, Operations Director, and other staff to complete. The plan is separated into service areas and each service area will be covered. The assessment is a planning tool that thoroughly evaluates the system to determine current and future customers. The assets evaluated and included in the plan are the water lines, the booster pump stations, the water tanks, the water treatment plant, the raw water intake and the special control valves. The water plant assessment was performed by Willis Engineers, their report on the water plant is included in this project. The special control valves are used to maintain and sustain pressure that feeds water south through the various elevations of the entire system. Brad Jeffares with Geospatial Technology Solution updated more components such as valves, fire hydrants and water line locations in the GIS. The pipe materials were researched, reports were generated to show the amounts of the different types of water line are in the system. The financial model has been updated to include future capital improvement projects. The effect on the customer water rates is calculated based on the funding required for these projects. All these components are included in the assessment. The presentation continued with discussion of the improvements and concerns in each area of the county as shared in the assessment report. Mr. Webb explained there are three thousand four hundred inactive non-metered customers in our system. The District is obligated to provide service to these customers if service reinstatement is requested. The meter was installed at

the property however at this time, there is not an active customer at the residence. Mr. Cameron asked if the meter replacement program required a new meter to be installed at these inactive locations that did not have an active customer. Mr. Cornwell answered that if the account was inactive, a new radio read meter was not installed. Mr. Cornwell noted that the District ranks twenty-fifth largest water system in the state based off the active customers. If the inactive customers would re-establish the water accounts the ranking would be between tenth to twelfth in the state. The locations of the inactive accounts are all over the county. Mr. Cornwell explained that the upper end of the county, during the initial construction of the District, were offered very inexpensive water meter installation to increase the size of the system. Customers purchased the water meters because of the cost savings but did not continue the monthly services and left the water meters dormant. The water meters are currently being assigned GPS locations, once this process is completed there will be more details for the locations of the inactive meters. The District does not have a mandatory water connection ordinance, this ordinance would require all meters to have an active customer. Most water systems have a mandatory water connection ordinance. Mr. Brooks asked if a survey could be conducted to question why the services were not being utilized. Mr. Cornwell replied that most locations had homes that were not livable or homes that were no longer on the property. Mr. Webb noted that while the water meters were being assigned the GPS coordinates to conduct a survey to see if the property was still occupied. Mr. Webb completed by stating that if the members had questions to present them to Mr. Cornwell to be forwarded to him for answers. Mr. Webb reminded the members of the resolution approval that accepts the assessment plan to close the grant for the funding of the Asset Inventory and Assessment plan. Mr. Martin asked what would happen to the property involved with the tank and pump stations relocations. Mr. Webb replied that the properties wouldn't be disposed because the properties would serve another purpose. Mr. Cornwell noted that if the properties were to be sold there would be a public bid process. Mr. Melton asked if there was an area that had more priority than the other areas. Mr. Webb noted that the projects were not prioritized by the area however the projects in all areas were given a timeline and order for completion. Mr. Cornwell noted that priorities change based on the demand of the customers and the need at the time and gave an example of a customer situation to Mr. Melton for reference. Mr. Cameron asked for more detail concerning the slide that contained the areas where the water was distributed when pumped from the

water plant. Mr. Webb explained the demands for the divided areas in more detail. A printed copy of the slide show presentation is attached to the minutes of this meeting.

E. Unfinished Business:

No unfinished business was discussed during this time.

F. New Business:

No new business was discussed during this time.

G. General Manager's Report:

Mr. Cornwell began by sharing the September financial report. The Cleveland County property tax payment has been received. This payment will be the second largest for the fiscal year, the largest property tax payment will be received after January. The maintenance, water plant and billing reports are in the agenda packet for reference. The Fallston mediation continues with Mr. Cornwell and the attorney representing the Town of Fallston giving the contractor a final offer and ten days to respond. The interest revenue received from Hometrust Bank and NC Capital Management Trust has declined since March. The capital reserve funds are transferred on a quarterly basis. Mr. Cornwell shared the rates for both the banks currently being used by the District. Hometrust Bank rates are currently higher than NCCMT. The funds will remain at the higher interest rate to be transferred when the rates increase. The Lattimore Tank is completed and when the final bill is received from McGill Associates the project can be closed out. The Clearwell project for the water plant will be placed for bid at the beginning of November. This project will be financed by NCDENR. The applications for the Centrally Located Operations Center and the Weir project have been submitted to USDA. USDA has requested an environmental study on the property on Polkville Road. This will delay the project thirty days to complete the environmental study. The review of the application will continue once the USDA receives the environmental study. The Shanghai Fire Department contacted the District concerning two fire hydrants with low flow concerns. Mr. Cornwell explained that these two fire hydrants are on six-inch water lines, however the pressure is low because of the distance that water travels inside the water line to get to these fire hydrants. Willis Engineers researched the situation and created a report with recommendations required to allow these fire hydrants to flow correctly. Mr. Cornwell reminded about the presentation by Mr. Webb. The asset and inventory assessment reported pressure areas along with small water line sizes. These reasons are the cause of the fire hydrants not properly flowing. The cost of the

upgrades to flow these two fire hydrants would be very costly and are not recommended at this time. Mr. Cornwell shared concerns about a citizen of Rutherford County that has requested water service to his property. This property is currently being constructed for a future poultry farm. The citizen has drilled four wells on this property and is not able to meet the supply requirements for the constructed poultry barns. Mr. Cornwell will be preparing a letter for the citizen to present to his financial institution based on an estimate by Mr. Earl. The estimate will be for the costs of installing a water line to furnish water to the poultry farm. The water line would not provide the required water pressure to the property, the citizen will then have to boost the water to the poultry barns by installing a booster pump to meet the demand requirements. Mr. Cornwell is not recommending the installation of this water line. Mr. Cornwell shared several customer compliments with the members. The compliments varied from a customer creating a new account that was appreciative of the patience received at the end of the day and not being turned away. A customer noted appreciation concerning a water leak adjustment. Another customer sent a letter of appreciation for assistance purchasing new water tap and gifting the customer with a rain gauge. A customer emailed Mr. Cornwell expressing appreciation for patience and understanding with a returned bank draft because the customer experienced bank fraud. One customer noted appreciation for the data log on their poultry barns on a radio read meter and the information shared. Mr. Cornwell shared with Mr. Brooks and the members some lost revenues due to COVID-19 pandemic. The lost revenues were related to convenience fees paid by the District, penalty fees not applied to water accounts, and returned check fees not charged to customer accounts.

#### H. Board Members Announcement and Remarks

The members noted appreciation for the work being done. Mr. Cameron shared that evaluation forms would be mailed to the members to be returned to his address upon completion for the General Manager's evaluation.

#### I. Adjournment

Action Taken: Chairman Melton called for a motion to adjourn. Upon a motion by Mr. Brooks, second by Mr. Martin the Board of Commissioners voted unanimously to adjourn at 8:12 PM.

Respectfully submitted,

*Bill Cameron*

Bill Cameron, Secretary

