

## MINUTES

Regular Meeting  
Cleveland County Water Board Room

September 14, 2021  
Tuesday, 7:00 P.M.

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

Chairman Donald Melton called the meeting to order at 7:00 PM, welcomed all who were in attendance and recognized Commissioner Dewey Cook 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 with the addition of E2 as amended.

ACTION TAKEN: Upon a motion by Mr. Cook and second by Mr. Martin, the Board of Commissioners voted unanimously to approve the agenda as amended.

### 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. Cameron, 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 July 13, 2021
- 2) Consideration of Resolution Number 31-2021 A Resolution Adopting Certain Updated Personnel Policies
- 3) Consideration of Resolution Number 32-2021 A Resolution Authorizing Submission of an Application for a Land and Water Conservation Fund Grant for Lawndale Park

- 4) Consideration of Ordinance Number 11-2021 An Ordinance Establishing a Capital Project Ordinance and Budgets for Cleveland County Water's FY 2021-2022 Waterline Improvements Project
- 5) Consideration of Ordinance Number 12-2021 An Ordinance Establishing a Capital Project Ordinance and Budgets for Cleveland County Water's Interlocal Agreement for Asset Inventory and Assessments (AIA) Project

D. Unfinished Business:

No unfinished business was presented at this time.

E. New Business:

- 1) Consideration of Resolution Number 33-2021 A Resolution Authorizing Execution of an Interlocal Agreement with the Towns of Lawndale, Fallston, and Polkville for Management of AIA Grants

The Towns of Lawndale, Fallston and Polkville have been awarded grant funding for asset inventory and assessment projects for each corresponding town. Mr. Cornwell reminded that the District received a grant to conduct an asset inventory study a couple years ago. The State of North Carolina has reserved grant funding for distressed units on the viable utility reserve list. The funding will assist towns in creating an asset inventory and assessment for planning future improvements to their water and sewer systems. The State of North Carolina hopes that these improvements will give these towns the capability they need to be removed from the list. The Division of Water Infrastructure and the Local Government Commission in cooperation with these Towns have requested the District to assist in overseeing the asset inventory and assessment programs. The towns involved have expressed their appreciation for the assistance with their plans. Mr. Cornwell explained the funding amounts and how the invoice and payment process would work. Mr. Cornwell noted that once the asset inventory and assessment project and the corresponding improvements have been completed, a grant application would be submitted by the District for a merger and revitalization feasibility study.

**ACTION TAKEN:** Upon a motion by Mr. Cook, second by Mr. Martin, the Board of Commissioners voted unanimously to adopt Resolution Number

*33-2021 A Resolution Authorizing Execution of an Interlocal Agreement with the Towns of Lawndale, Fallston, and Polkville for Management of AIA Grants*

- 2) Consideration of Resolution Number 34-2021 A Resolution Providing a Financial Incentive to CCW Employees for Completing the COVID-19 Vaccine.

Mr. Cornwell presented an item to offer a financial incentive for employees who have or will take the COVID-19 vaccine. The amount of incentive is \$625, which would net at approximately \$500 for most employees after taxes. He also noted that these decisions were based on the Cleveland County information. A Cleveland County Health Department presentation was shared including local information pertaining to this area. The statistics showed breakdowns by age, location, and the individuals vaccination status. The FDA approval of the Pfizer vaccine has encouraged a couple of employees to seek vaccination on their own. Mr. Brooks noted that this incentive would be a good investment towards the health insurance costs if employees were to get sick. Mr. Cameron asked if proof of vaccination would be required. Mr. Cornwell verified that the proof of vaccination would be required by means of the employee's vaccination card. Discussion continued about the various locations available that provide COVID-19 vaccinations.

**ACTION TAKEN:** Upon a motion by Mr. Cook, second by Mr. Martin, the Board of Commissioners voted unanimously to adopt Resolution Number 34-2021 *A Resolution Providing a Financial Incentive to CCW Employees for Completing the COVID-19 Vaccine.*

**F. General Manager's Report:**

Mr. Cornwell began with the financial reports. The local options sales tax continues to be higher than the budgeted numbers. The maintenance, water plant and billing report are available for review. The clearwell construction has begun on-site. Mr. Cornwell shared pictures of the progress made thus far. The water plant flocculation and sedimentation basin project has been approved. Mrs. Fern received a telephone call from Local Government Commission. The design phase of this project is 50% complete. The raw water weir improvements project has begun with the stream bank

stabilization and structural engineering. The centrally located operations center preliminary design will be presented to USDA in mid-September. Mr. Cornwell shared customer compliments for Tony Holt and Caleb Crofts, Maintenance Technicians, and Jacob Wiggins, Meter Reader. The grant results for the Stagecoach Greenway have not been released because the State of North Carolina has not adopted the annual budget. The NC Fish and Wildlife has informed Mr. Cornwell that based on their evaluation of Highway 10 and Casar Road, this would be a low priority for them to participate in developing a fishing/boating access. Mr. Cornwell indicated he has asked Destination By Design to develop cost estimates for creating boating/fishing access points at these sites and he will have additional information at a later date. Mr. Cornwell shared information concerning some recent banking fees with Hometrust Bank. The last request for proposals for banking services was completed in January of 2016. It is recommended that a new request for proposals be conducted once the audit is completed. The current low interest rates and the cost of fees incurred has created a frustrating situation that needs to be researched. The Town of Belwood has contacted the District for assistance with their ARP grant funding. The Town of Belwood was presented with a proposal to upgrade the water lines and place fire hydrants on St. Peters Church Road, Lutz Road, and Belwood Loop. The Town of Belwood would transfer their ARP funding to contribute to the project. The new water lines would be installed by the maintenance department. The interlocal agreement and budget ordinance for this project will be presented at the next meeting. The State Employees Credit Union is interested in installing an ATM machine in the new Centrally Located Operations Center. This arrangement would be conducted through a lease. Mr. Brooks asked if the employees were members of the credit union. Mr. Cornwell verified that most of the employees conducted their personal banking with the credit union. All employees with HSA accounts were established through the credit union. Mr. Cornwell shared that he had been notified by Mr. Craig DeBrew that Duke Energy would be awarding Cleveland County Water a \$25,000 Nature Grant to assist with development of Lawndale Park.

#### G. Board Members Announcement and Remarks

Mr. Cameron requested an update on the partnership with Skyrunner. Mr. Cornwell replied that Skyrunner will be installing their equipment this week

on the Fallston Water Tank. Mr. Melton noted appreciation for the hard work of the General Manager and the staff.

#### H. Closed Session

- 1) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or other proposed contract for the acquisition of real property by purchase, option, exchange, or lease in accordance with NCGS 143-318.11 (5)

Action Taken: Upon a motion by Mr. Brooks, second by Mr. Cook, the Board of Commissioners voted unanimously to go into Closed Session at 7:38 PM.

Action Taken: Upon a motion by Mr. Martin, second by Mr. Cameron, the Board of Commissioners returned to Open Session at 7:47 PM.

#### I. Adjournment

Action Taken: Chairman Melton called for a motion to adjourn. Upon a motion by Mr. Brooks, second by Mr. Taylor the Board of Commissioners voted unanimously to adjourn at 7:48 PM.

Respectfully submitted,

*Bill Cameron*

Bill Cameron, Secretary

