

MINUTES

Regular Meeting
Cleveland County Water Board Room

December 12, 2023
Tuesday, 7:00 P.M.

Present: Past Chairman Donald Melton; presiding, Bill Cameron, Amy Elliott Bridges, Tony Brooks, Bruce Martin, Pete Pedersen, Pamela P. Maddox and General Manager Brad Cornwell. Also in attendance was the Honorable Justin K. Brackett, District Court Judge. Attorney Tim Moore was available by telephone if required.

Chairman Donald Melton called the meeting to order at 7:00 PM, welcomed all who were in attendance and recognized Commissioner Tony Brooks 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 Mr. Pedersen and second by Mr. Cameron, the Board of Commissioners voted unanimously to approve the agenda.

B. Administration of Oath of Office for Newly Elected and Reelected Board Members by the Honorable Justin K. Brackett, District Court Judge.

ACTION TAKEN: Judge Brackett administered the oath of office jointly to all four Commissioners.

- 1) Administration of Oath of Office for Mr. Bill Cameron, Jr. by the Honorable Justin K. Brackett, District Court Judge
- 2) Administration of Oath of Office for Mr. Tony M. Brooks. by the Honorable Justin K. Brackett, District Court Judge
- 3) Administration of Oath of Office for Mr. Bruce Martin by the Honorable Justin K. Brackett, District Court Judge
- 4) Administration of Oath of Office for Mrs. Pamela P. Maddox by the Honorable Justin K. Brackett, District Court Judge

C. Election of Officers of the Board for Cleveland County Water Board:

- 1) Election of Chairman presided by past Chairman Don Melton.

Mr. Melton requested nominations for the Chairman of the Board. Mr. Cameron nominated Don Melton and second by Mr. Martin to nominate Don Melton as Chairman. With no other nominations, Mr. Cameron made a motion to close the nominations and elect Don Melton as Chairman by acclamation.

ACTION TAKEN: The board voted unanimously to elect Don Melton as Chairman.

- 2) Election of Vice-Chairman presided by Chairman Melton

Chairman Melton requested nominations for the Vice-Chairman. Mr. Brooks nominated Bill Cameron as Vice-Chairman and second by Mr. Pedersen to nominate Bill Cameron as Vice-Chairman. With no other nominations, Chairman Melton moved to close the nominations and elect Bill Cameron as Vice-Chairman by acclamation.

ACTION TAKEN: The board voted unanimously to elect Bill Cameron as Vice-Chairman.

- 3) Election of Secretary presided by Chairman Melton

Chairman Melton requested nominations for the Secretary of the Board position. Mr. Martin nominated and second by Mr. Cameron to nominate Amy Bridges as Secretary. With no other nominations, Chairman Melton moved to close the nominations and elect Amy Elliott Bridges as Secretary by acclamation.

ACTION TAKEN: The board voted unanimously to elect Amy Elliott Bridges as Secretary.

D. Public Comment

No public comments were presented.

E. Consent Agenda:

ACTION TAKEN: Chairman Melton presented the Consent Agenda Items. Upon a motion by Mr. Cameron, second by Mrs. Bridges, 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 November 14, 2023
- 2) Approval of the Minutes of the Closed Session of November 14, 2023
- 3) Consideration of Resolution Number 41-2023 A Resolution Honoring Dewey C. Cook For His Service to The Cleveland County Sanitary District

E. Unfinished Business:

- 1) Consideration of Ordinance Number 16-2023 an Ordinance Amendment for a Capital Project Ordinance and Budgets for Cleveland County Water's Lawndale Park Project

Mr. Cornwell explained that this ordinance updates the budget for the Lawndale Park project. The Town of Lawndale contributed \$10,000.00 to the project. The Stagecoach Greenway will benefit this area and the community. The partnership with the Town of Lawndale shows their support for this project in their community. The District appreciates all their efforts and support. Once the Lawndale Park project is completed the contributors will be recognized at the location. A letter of appreciation to the Mayor of the Town of Lawndale was included in the packet for the members to review. Mr. Cameron inquired about a recent article in the newspaper concerning the future of some former mill property being sold in Lawndale. Mr. Cornwell explained that this property would be on the Town of Lawndale water. Mr. Cornwell didn't know a lot of details concerning the sale of the property other than what he had read in the same newspaper article.

ACTION TAKEN: Upon a motion by Mrs. Bridges, second by Mr. Martin, the Board of Commissioners voted unanimously to adopt Ordinance Number 16-2023 An Ordinance Amendment for a Capital Project Ordinance and Budgets for Cleveland County Water's Lawndale Park Project

F. New Business:

No new business was presented.

G. General Manager's Report:

Mr. Cornwell introduced Ginger Fern, Finance Director, to begin with the finance portion of the General Manager's report. Mrs. Fern explained that the local options sales tax continues to be 25% better than the budget. The grant revenue received for the month included \$10,000.00 from the Town of

Lawndale, \$9,986 from the Town of Fallston for AIA project, and \$21,291.00 from the NC Department of Transportation for the Stagecoach Greenway Design. The expenses show that the employee longevity checks were issued in November. The materials line item shows a negative balance because the Oakgrove Cloverhill Church Road project was moved to capital outlay, this project total was \$130,150.00. Michelle Alexander, Customer Service Director, continued with the billing and disconnection report. The November billing was 117,212,333 gallons for 22,559 customers. The disconnection has been temporarily placed on hold because of the move to the New Operations Center and the Thanksgiving holiday. The December disconnections will also be placed on hold for another data dump for the software conversion. A list was printed of 450 customers that would be eligible for disconnection and attempts were made to contact and collect these customers. Mrs. Alexander reported that half of the customers contacted paid their bill balances. The Lawndale KIOSK payments collected 86 payments for the month of November. Mr. Pedersen inquired about the drive-through at the Shelby location. Mrs. Alexander shared that the drive-through was collecting more payments and that the drop box was being used more. The drop box at the Lawndale location will be open to the public until the end of December. The KIOSK is a more secure way for customers to pay. The KIOSK machine has a safe, cameras, and more security features. The drop box in Lawndale will eventually be removed for safety reasons. The maintenance and water plant numbers were available in the member packets. Mr. Cornwell noted that two lines were installed by the CCW crews, Oakgrove Cloverhill Church Road and Dillon Road. The Oakgrove Cloverhill Church Road job was 8,113 feet of six-inch water line that replaced a very old three- and four-inch water line. Dillon Road was a line extension request for 739 of four-inch water line. Mr. Cornwell discussed the possible dates for the yearly board member retreat. The proposed retreat date presented was Saturday, February 24, 2023. The holiday schedule was shared for the calendar year 2024. Mr. Cornwell shared the current member biographies from the Cleveland County Water website and requested updates or changes from the members to update the website. The New Operations Center is complete, and determinations need to be made about the buildings and contents. Mr. Cornwell proposed offering the conference room dais to a local government municipality in the Cleveland County area for future use. The furniture needs to be removed from the conference room to allow room for meetings and future needs. The members agreed to this proposal and a resolution will be presented in the next member packet. Some water plant personnel have moved into the maintenance

building. Mr. Cornwell referred the members to some information at their seats concerning the Town of Fallston USDA loan. Mr. Cameron noted at the previous meeting that the Town of Fallston citizens were not included in the CCW board member election. The District has not assumed official ownership of the Town of Fallston water customers, therefore those citizens in the Town of Fallston are not participating in the election. Mr. Cornwell explained to the members that the Town of Fallston USDA loan is in their name. The payments for the loan are made on an annual basis to the Town of Fallston for distribution to USDA. The original loan was for a forty-year term. The members reviewed a proposal with several options to pay the outstanding balance of Town of Fallston's USDA balance. Mr. Cornwell noted that CCW's final installment financing loan will be completed this fiscal year. The amount of this loan payment and the current USDA Town of Fallston payment would be approximately the same amount as a loan in the District's name to bring the Town of Fallston into the District's boundaries. Mr. Cornwell noted that the updates for the capital projects were also at the members seats for review. Mr. Cornwell explained that the Clearwell and High Service Pump Station project contractor has been in liquidated damages since April. The final adjusting change order would change the contract date to August 29, 2023. This date corresponds with the date that the pump station went into service. The liquidated damages would be in the amount of \$75,000.00 because of materials and pump issues that can be completed as warranty items instead of continuing to add dates to the contract date. The NC Wildlife Resources Commission has not paved the entrances to the access points. CCW cannot take official ownership until this is completed. The suggestion of doing a press release in lieu of a ribbon cutting was made by Mr. Cornwell because of the winter season. The members agreed with this suggestion. Mr. Pedersen asked who is responsible for maintaining the access points. Mr. Cornwell noted that the District is responsible for grass cutting and clean up because the District owns the property. Mr. Cornwell shared the latest aerial photos of the Lawndale Park project.

H. Board Members Announcement and Remarks

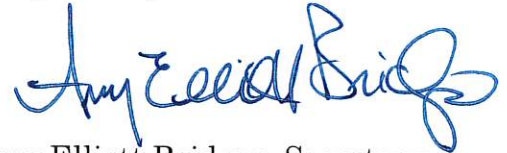
The members welcomed the newly elected Pamela Maddox. The members talked about the final meeting at the Lawndale location. Mr. Martin noted several compliments received from citizens about the New Operations Center and the KIOSK at the Lawndale location. He also noted appreciation to the WTP and Superintendent Garrett Gilbert for the tour provided to the environmental science class from Burns High School. Mrs. Maddox noted

appreciation for the welcome and she looked forward to working with everybody and learning more about the District.

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 7:43 PM.

Respectfully submitted,



Amy Elliott Bridges, Secretary

