



AGENDA
Board of Directors' Meeting
Jacksonville City Hall
Thursday, March 21, 2024 - 6:00 PM

- CALL TO ORDER -** Chairman Royce Bennett will call the meeting to order.
- PLEDGE OF ALLEGIANCE -** Chairman Bennett will lead the Board and audience in the Pledge of Allegiance.
- INVOCATION -** Pastor Larry D Young of Christ's Pure Holiness Church in Jacksonville will offer the invocation.

CHAIRMAN'S REMARKS: Please turn cell phones to "off" or "vibrate". Individuals making presentations or public comments are asked to adjust the microphones as necessary and to speak directly into the microphone. This meeting is being recorded.

1. APPROVAL OF AGENDA

Action Requested: Consider a "Motion to approve agenda as amended/submitted."

- 2. APPROVAL OF ITEMS ON CONSENT AGENDA:** The consent agenda includes items that may be acted upon in a single vote with the minutes reflecting the motion and vote on each item. Any ONWASA Director may remove items from the consent agenda for separate discussion and consideration during the business portion of the meeting.

Action Requested: Consider a "Motion to approve the consent agenda."

CONSENT AGENDA ITEMS

Any Director may request that any Consent Agenda item(s) be moved to the Business portion of the agenda. An item moved to Business will be considered separately. Items remaining on the Consent Agenda may then be considered as a whole.

A. Acceptance of Monthly Departmental Reports

December 2023 & January 2024 Financial Reports
December 2023 & January 2024 Operations Reports

Action Requested: Consider a "Motion to accept the monthly departmental reports."

B. Approval of Minutes

January 18, 2024 Regular Meeting Minutes

Action Requested: Consider a "Motion to approve the minutes as presented."

C. Jacksonville Onslow Economic Development Partnership Purchase Option

Mr. Mark Sutherland, CEcD, with Jacksonville Onslow Economic Development Partnership (JOEDP) provided the Board with an update on the Camp Davis Industrial Park Expansion as it relates to the current Option to Purchase Agreement between ONWASA and JOEDP. Mr. Sutherland presented the Board with a Draft Option to Purchase Agreement to consider for additional acreage. The Board directed Staff to work with the Authority Attorney and bring the agreement back in final form.

Action Requested: Consider a “Motion to approve the option to Purchase as presented for a portion of surplus land owned by ONWASA in what we call the Wachovia Tract, authorizing the Chairman to sign and execute the final agreement and any additional documents as required in connection with this action.”

D. Summerhouse WWTP Fine Screens

A Formal Request for Bids (RFB) for the purchase of two (2) wastewater treatment plant fine screens was advertised beginning February 21, 2024 for seven days and extended another seven days to March 11, 2024 after only one bid was received. At the end of the extended bidding period, the lowest responsive bidder for the contract was SAVECO North America. ONWASA staff have reviewed the bid submitted and recommend both acceptance and execution of the purchase contract with this company. This purchase was included in this year's Capital Projects budget for Summerhouse WWTP Interim Capacity Improvements. The total cost for all options and delivery is \$298,900.00.

Action Requested: Consider a “Motion to approve the purchase of two fine screens from SAVECO North America and authorize the CEO to execute purchase contracts plus any other documents as may be required in connection with this action.”

E. Mount Pleasant Pump Station Relocation Project

In October 2022 ONWASA submitted Letters of Intent and supporting documentation to the North Carolina Department of Public Safety (NCDPS) to request funding under the FEMA Building Resilient Infrastructure in Communities 2022 (BRIC2022) grant program for a capital improvement project to replace the existing Mount Pleasant Road Wastewater Pumping Station, located within the Swansboro-area collection system. This facility is threatened by stream bank erosion from an adjacent road culvert and drainage channel, and would discharge directly into the White Oak River in the event of a major failure. The proposed project would replace the existing pump station with a new unit on an adjacent site that is not impacted by the erosion issue. Total estimated cost of this project is approximately \$1.24M with a 30% local cost share.

After an extended period of review by NCDPS, we were informed in August 2023 that the project was selected by FEMA for further consideration. While a final commitment to funding by FEMA is pending the results of this review, we are cautiously optimistic that this project will receive funding for the completion of design and/or construction efforts. As part of the review process, NCDPS has requested that ONWASA complete and submit the attached standard-form Resolution to designate Primary and Secondary Agents to act in behalf of ONWASA on this project. this item requests Board of Directors approval to complete this document and make the requested submittal to NCDEQ.

Action Requested: Consider a “Motion to approve the Resolution to Designate Primary and Secondary Agents for this project, and direct the Chairman of the Board of Directors to execute this document.”

3. CLOSED SESSION

The ONWASA Board of Directors will enter closed session pursuant to NCGS 143-318.11(a)(3) to consult with an attorney to protect the attorney – client privilege.

Proposed Action: Consider a “Motion to enter closed session pursuant to NCGS 143-318.11(a)(3).”

4. BUSINESS



A. Multiuser Account Billing Update

Presenting: Mr. Franky J. Howard, CEO

ONWASA CEO will provide the Board with updated information and requested scenarios regarding Multiuser Account Billing.

ACTION REQUESTED: Provide guidance to staff.



B. Capital Projects Update

Presenting: Mr. Jeffrey T. Lohr, PE – Engineering Manager

ONWASA has several construction projects underway at this time, with more to come. Mr. Jeffrey Lohr will provide an update to the Board.

Action Requested: No action is requested.



C. Water System Master Planning Project

Presenting: Mr. Jeffrey T. Lohr, PE – Engineering Manager

ONWASA utilizes contracts with professional engineering and architectural consulting firms to complete the design, bidding, and oversee construction of projects within the Capital Improvement Program, as well as provide technical assistance on various issues to supplement the expertise of staff. In order to better assess the benefit of current and potential future CIP projects, as well as evaluating the impact of development projects on the ONWASA water distribution system, the decision was made to bring in a professional engineering consultant to complete two tasks: (1) update and calibrate an existing Water System Hydraulic Model prepared in 2016 and last updated in 2020; and, (2) use the updated Model to run scenarios to assess system performance and make both short and long-term recommendations for changes that will support current and future demand.

In accordance with the qualifications-based selection process required under State statute, a Request for Qualifications (RFQ) stipulating the basic requirements for this contract and a draft scope of work was issued by ONWASA on July 24, 2023. A total of five (5) firms submitted a Statement of Qualifications (SOQ) by the August 25, 2023 deadline. Due to the demands of the upcoming Pluris facilities acquisition, further work on the selection process was temporarily

suspended. The selection process was restarted in January of this year, with updated information (primarily staffing changes) provided by the original submitting firms.

The SOQ for each firm has been independently evaluated against standardized scoring criteria by two ONWASA staff. Based on the results of this scoring, and subsequent interviews with the two highest scoring firms, the firm of HAZEN of Raleigh, NC was determined to be the most qualified and has been recommended for this contract. Pending approval by the Board of Directors, a final scope of work and fee proposal will be negotiated with this firm; work will be performed under the requirements of an ONWASA standard-form Agreement Between Owner and Engineer.

Funding for the initial phase of this contract will come from a \$150,000 grant awarded to ONWASA by the NCDEQ, Division of Water Infrastructure in August 2022 for this purpose.

Action Requested: Consider a “Motion to proceed with execution of an Agreement between Owner and Engineer with Hazen for the Water System Master Planning Project, and to authorize the CEO to execute these contracts and any additional documents as required in connection with this action.”

5. PUBLIC COMMENT



Citizens are invited to address any comments or concerns to the Board of Directors. Each speaker is granted three (3) minutes during this period of public comment.

6. CHIEF EXECUTIVE OFFICER'S COMMENTS

7. BOARD OF DIRECTOR'S COMMENTS

8. ADJOURN

For Reference: ONWASA Strategic Plan Goals

Business Items and Major Budget Initiatives are all tied to the goals that are part of ONWASA's adopted strategic plan. Icons indicate which goals the item(s) support.



Communication and Partnerships

Fostering an environment that encourages open communication and supports partnerships.



Enhanced Customer Experience

Creating a culture that delivers an enhanced customer experience.



Financial Stewardship

Generating revenues sufficient to support operations and growth, while maintaining reasonable rates



Reliable and Sufficient Infrastructure

Planning, delivering, and maintaining dependable infrastructure necessary to address the changing needs of the service area.



Workforce Development

Attracting, developing, and retaining a professional highly skilled, engaged, and versatile team