



NOTICE OF SPECIAL BOARD MEETING

POSTED: April 8, 2025

The Chairman of the ONWASA Board of Directors has called for a Special Board Meeting to take place at 3pm on Thursday, April 10, 2025 at the Main Office of ONWASA, 228 Georgetown Road, Jacksonville. Action is expected to be taken. The agenda follows:

AGENDA
SPECIAL MEETING OF THE BOARD OF DIRECTORS
228 Georgetown Road Jacksonville
Thursday, April 10, 2025
3:00 PM

CALL TO ORDER - Chairman Royce Bennett

- 1. APPROVAL OF AGENDA**
ACTION REQUESTED: Motion to approve agenda as submitted.

- 2. BUSINESS**



A. Appointment of Interim Legal Counsel



Presenting: Mr. Franky J. Howard, CEO

ONWASA's current legal counsel, Mr. Chuck Kitchen, has announced his last day of service will be April 10, 2025. In order to ensure continuity of legal support, it is necessary to appoint an Interim Legal Counsel to serve in this capacity while the search for permanent legal representation is conducted.

Staff recommends the appointment of Mewborn & Deselms, Attorneys at Law, as Interim Legal Counsel for ONWASA. Their extensive experience in municipal and utility law positions them well to support ONWASA during this interim period.

If appointed Mewborn & DeSelms will begin providing legal services effective April 11, 2025, and will continue in this capacity until a permanent legal counsel is appointed and assumes responsibilities.

ACTION REQUESTED: Consider a "Motion to appoint Mewborn & DeSelms, Attorneys at Law, as Interim Legal Counsel and authorize the CEO to sign the Retainer Fee Agreement and any additional documents required in connection with this action."



B. Discussion of RFQ for Legal Services



Presenting: Mr. Franky J. Howard, CEO

Staff has prepared a draft RFQ to solicit qualifications from legal firms to provide legal services. Board direction is requested prior to finalizing and posting the RFQ to ensure alignment with Board expectations and governance needs.

ACTION REQUESTED: Board of Directors to provide input and direction to Staff on the scope, selection criteria, and process for soliciting legal services through an RFQ.



C. Wallace Creek HDD Replacement Project Contract Change Order

Presenting: Mr. Franky J. Howard, CEO

This item consists of an ordinance amendment due to changed field conditions to construct the replacement of an existing sanitary sewer transmission force main crossing Wallace Creek. This project was created by a line break in this section of the force main which resulted in a spill into Wallace Creek. Temporary repairs were made to the line and this project will construct the permanent repair of the force main with a new 24-inch fusible C900 PVC line.

The changed conditions were discovered during the attempted completion of the horizontal directional drill which resulted in the inability to complete the HDD due to unstable and wet conditions. It was determined that lengthening the HDD approximately 90 feet to the north would allow work to continue in more stable conditions. The project will remain within the existing easement and within the areas approved by MCBCL.

The contractor for this project is Military & Federal Contractors and the current contract amount is \$748,911.00. The proposed Change Order in the amount of \$63,342.30 would result in a contract amount of \$812,253.30. The amended project ordinance and budget amendment includes approximately a 10% contingency.

ACTIONS REQUESTED: Consider a “Motion to proceed with amending the construction contract with Military and Federal Construction Company, Inc. and to authorize the Chief Executive Officer to execute the change order and any additional documents as required in connection with this action.”

AND

Consider a “Motion to adopt the Wallace Creek HDD Replacement Project Amended Project Ordinance and corresponding budget amendment.”

3. CEO COMMENTS
4. DIRECTOR COMMENTS
5. 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.



Workforce Development

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



Operational Quality

Delivering high-quality service through reliable and sufficient infrastructure, qualified personnel, and efficient operations.



Financial Sustainability

Generating revenues sufficient to support operations and growth, while utilizing financial resources in a strategic and efficient manner.



Customer Satisfaction

Sustaining a culture that delivers and enhanced customer experience through superior service.



Communication and Engagement

Fostering an environment that encourages open communication and accessibility, builds awareness, and supports strong partnerships