



AGENDA

Board of Directors' Meeting - Jacksonville City Hall
Wednesday, June 18, 2025 - 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

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

May 2025 Financial Reports
April 2025 Operations Reports

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

B. Approval of Minutes

April 10, 2025 Proposed Special Meeting Minutes & May 15, 2025 Proposed Regular Meeting Minutes

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

C. Administrative Service Agreements

For the convenience of Authority customers located in or near the general vicinity of the Towns it was provided in the Water and Sewer Agreement with the Towns that the Authority shall maintain

facilities in the Towns for the purpose of bill payment and telephone communication from customers. ONWASA currently has agreements with the Towns of Holly Ridge, Richlands, and Swansboro.

Action Requested: Consider a “Motion to approve the Administrative Service Agreements and authorize the Chairman of the Board to execute the agreements and any other document as may be required by this action.”

3. BUSINESS



A. Discussion of the FY2025-2026 Proposed ONWASA Budget

Presenting: Mr. Franky J. Howard, CEO



The Proposed FY26 budget has been produced in accordance with all NC laws. The Board of Directors have received the proposed ONWASA budget. If the Board wishes to change any item, staff is prepared to take action as directed.



Action Requested: Receive the presentation.



B. Public Hearing – FY 2025-2026 Budget

On Thursday, May 15, 2025, the Board held a meeting and set the date, time, and location of the public hearing on the Proposed 2025-2026 ONWASA Budget. The public hearing has been advertised as required by state law. A full copy of the budget with all supporting documents has been posted on the ONWASA website and been made available in the lobby of the main office.

Actions Requested:

- 1. Open Public Hearing:** Chairman Bennett is asked to open the public hearing.
- 2. Conduct the Public Hearing:** Members of the public are invited to address the Board of Directors on any aspect of the Proposed 2025-2026 budget. A sign-up sheet is being maintained at the door for those who desire to speak. The Clerk shall call the names of all persons signed up to speak on the proposed budget. Each speaker shall be given five (5) minutes to address the board during the public hearing.
- 3. Close the Public Hearing:** Chairman Bennett is asked to close the public hearing.



C. Consideration of the Proposed 2025-2026 Budget

Presenting: Mr. Franky J. Howard, CEO



The Board of Directors have received and reviewed the proposed budget. The public hearing has been held as required by state law. The budget is now available for action by the Board. Members of the ONWASA leadership team are available to answer any questions board members may have.



Actions Requested:

Consider a “Motion to adopt the 2025 Updated CIP.”

AND

Consider a “Motion to adopt the ONWASA budget ordinance for fiscal year 2025-2026 along with the proposed rate schedule as presented.”



D. Patriot Park Three Party Agreement

Presenting: Mr. Franky J. Howard, CEO



The City of Jacksonville has requested ONWASA enter into a collaborative agreement with both the City and Ellis Development Group to support the phased development of Patriot Park located along Piney Green Road and Halltown Road.

Due to sewer access constraints, Phase 1 must begin on the Piney Green Road side of the project. Extending water service from Halltown Road would be cost-prohibitive for the developer. To address this, the agreement allows ONWASA to temporarily provide water service via its existing 24-inch main on Piney Green Road.

Under the terms of the agreement, the City of Jacksonville will manage customer billing and remit payments to ONWASA. Upon completion of Phase II, ONWASA will formally turn over the Phase I water system to the City.

The developer is responsible for constructing the initial connection to ONWASA's system and in the future connecting to the City's water system as part of Phase II.

This agreement has been approved by the Jacksonville City Council.

Action Requested: Consider a “Motion to approve the Patriot Park Subdivision Three-Party Water Service Agreement with the City of Jacksonville and Ellis Development Group, and to authorize the CEO to execute this agreement and any related documents necessary in connection with this action.”



E. Audit Contract Renewal

Presenting: Mr. Eric Adams, CFO

The audit contract is for the second of four renewals with Mauldin & Jenkins, LLC to complete the annual audit. The fee for services is \$62,000.00 which is \$2,000.00 less than the proposed fee schedule from the 2023 request for proposals.

Action Requested: Consider a “Motion to approve the contract with Mauldin & Jenkins, LLC to complete the fiscal year 2025 audit.”



F. Truck Chassis with Dump Body Purchase

Presenting: Mr. Eric Adams, CFO

For the purchase of one (1) 50,000-70,000 GVWR Mack Truck Chassis (GR64FR) with Godwin Dump Body from TranSource, Inc. per the North Carolina Department of Administration Statewide Term Contract 2518A. The purchase was budgeted in the FY25 Collections department capital equipment. ONWASA staff have reviewed the proposal and recommend both acceptance and execution of the purchase contract with this company.

The total cost for all options and delivery is \$180,288.00

Action Requested: Consider a “Motion to approve the purchase of one Mack Truck Chassis (GR64FR) with Godwin Dump Body from TranSource, Inc., and authorize the CEO to execute purchase contracts and any other documents required in connection with this action.”



G. 92HP Compact Track Loader Purchase

Presenting: Mr. Eric Adams, CFO

For the purchase of one (1) 92HP diesel engine compact track loader (skid steer) with forestry applications kit, the funding was included in this year's operating budget for Facilities Maintenance, from the lowest, responsive bidder. A formal Request for Bids (RFB) for the equipment was advertised beginning May 20, 2025 and a total of two (2) bids were received by the May 30, 2025 due date. The RFB was re-advertised for 7 days due to not having received the required three bids. On June 6, 2025, the lowest, responsive bidder for the contract was Doosan Bobcat North America, Inc. DBA Bobcat of Jacksonville. ONWASA staff have reviewed the bids submitted and recommended both acceptance and execution of the purchase contract with this company.

The total cost for all options and delivery is \$127,617.58.

Action Requested: Consider a “Motion to approve the purchase of one Bobcat T770 Compact Track Loader from Doosan Bobcat North America, Inc. DBA Bobcat of Jacksonville, and authorize the CEO to execute purchase contracts and any other documents required in connection with this action.”



H. Water Supply Master Plan Amended Project Ordinance

Presenting: Mr. Eric Adams, CFO



Board approval is requested for an appropriation to continue work under Task Order 3 with Hazen & Sawyer for Water System Modeling Services as part of ONWASA's Water Supply Master Planning Project.

The model is currently ready for master planning use, developing “what if” scenarios testing operational changes and/or near-term system improvements, and aiding in development reviews. Additionally, the model can be used for available fire flow predictions. The model is generally setup to simulate summer operating conditions where Verona BPS is not operating. Although the model may be used to also simulate cooler months of the year (periods where Verona BPS operates to pump Dixon WTP water into the area largely served by the Black Creek wells), the model controls should be revisited for the Black Creek Wells to ensure the reduced use of the wells is reflective of operational practices during cooler months.

The amendment will provide funding to continue modeling work and support the development of a 20-year Capital Improvement Plan. This will include prioritizing system improvements and estimating preliminary costs using four planning phases: 0–5, 6–10, 11–15, and 15–20 years.

Action Requested: Consider a “Motion to adopt the amended project ordinance and associated budget amendment.”



I. **Water and Sewer Other Improvements Amended Project Ordinance**

Presenting: Mr. Eric Adams, CFO



The Water and Sewer Operational Improvements project encompasses the design, permitting, and construction activities required to complete smaller-scope capital improvement projects. These projects typically exceed \$5,000 in cost and require more than one fiscal year to complete. Examples include upgrades, relocations, and extensions of local distribution and collection systems, as well as the replacement of critical capital equipment such as pumps, motors, and control systems. Projects are prioritized and executed as needs are identified. The requested amendment is needed for the Burns Street Sewer Improvement Project. The estimated construction cost for this portion of the work is \$300,000.

Action Requested: Consider a “Motion to adopt the amended project ordinance and associated budget amendment.”

4. **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.

5. **CHIEF EXECUTIVE OFFICER’S COMMENTS**

6. **BOARD OF DIRECTOR’S COMMENTS**

7. **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