

# BOARD OF THE METROPOLITAN SEWERAGE DISTRICT

MARCH 15, 2000

## 1. Call to Order and Roll Call:

The regular monthly meeting of the Board of the Metropolitan Sewerage District was held in the Boardroom of MSD's Administration Building at 2:00 p.m., Wednesday, March 15, 2000. Chairman Blackburn presided with the following members present: Aceto, Bryson, Field, Gantt, Graham, Kelly, Sobol, Spell and Venable. Mr. Pace was absent.

Others present were: W. H. Mull, General Manager, William Clarke, General Counsel, Gary McGill and Danny Bridges of McGill Associates, Ron Lawson and Mark Lethridge of ARCADIS, Jim Fatland, Tom Hartye, Ann LeMieux, John Kiviniemi and Sondra Honeycutt, MSD.

## 2. Approval of Minutes of the February 16, 2000 Meeting:

Ms. Bryson moved that the minutes of the February 16, 2000 meeting be approved as presented. Mr. Spell seconded the motion. Voice vote was unanimous in favor of the motion.

## 3. Discussion and Public Comment:

None

## 4. Adjustment of Agenda:

None

## 5. Report of General Manager:

### Consolidated Motion Agenda:

#### a. Consideration of Developer Constructed Sewer Systems - BLT Condo's and Lowe's Patton Station:

Staff recommends acceptance of the developer constructed sewer systems and all MSD requirements have been met.

#### b. Consideration of Remote Telemetry/SCADA System Bids:

The following bids were received February 22, 2000 for the Remote Telemetry/SCADA System: Hayes & Lunsford Electrical Contractors, Inc. with a total base bid of \$725,900.00 and Robertson Controls, Inc. with a

total base bid of \$456,000.00. Staff recommends awarding the contract (all items 1-5 inclusive) to Robertson Controls, Inc. for \$456,000.00, subject to attorney review and approval.

**c. Update on Wind Ridge Apartments:**

Presented as information only.

**d. Consideration of Digester Cleaning/Overhaul Proposals:**

Following review of proposals for Digester Cleaning/Overhaul Services from Video Industrial Services, Inc. and Southern High Pressure Cleaning, staff recommends that the Board approve a service contract with Video Industrial Services, Inc. in an amount not to exceed \$175,000.00, subject to attorney review and approval. If additional work is required, return to the Board for consideration.

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**e. Investment Report for Period Ended 1/31/00:**

Presented as information only.

Mr. Spell moved that the Board approve the Consolidated Motion Agenda as presented. Ms. Graham seconded the motion. Regarding item d., Mr. Venable questioned the Damage Limitations Clause in the proposal of Video Industrial Services, Inc. Mr. Clarke stated that he has not yet reviewed the contract, which is subject to attorney approval. With regard to item e., Mr. Blackburn stated that starting in April, a one-page analysis of construction, and general funds would be provided. Mr. Spell asked if revenues are on track with projections. Mr. Fatland stated that domestic revenues are okay, but industrial revenues and tap fees are down. Mr. Venable questioned the rate of return on investments. Mr. Fatland stated that MSD earns federal funds less 25% basis points on all checking accounts and higher rates on all other investments. He further stated that investments mature to coincide with construction cash flow needs. With no further discussion, roll call vote was as follows: 6 Ayes; 0 Nays. Mr. Aceto, Ms. Field, Mr. Gantt and Mr. Sobol were absent during the vote.

**1. Hydraulic Model Presentation - ARCADIS:**

Mr. Lethridge briefly described what a Hydraulic Model is and stated that he was present to address the findings of the model. He reported that the model was broken down into the following five major submodels by location and hydraulic connectivity: Northeast Swannanoa; Southeast French Broad; Southwest French Broad; Central and North French Broad. He presented maps of each submodel and addressed current conditions and improvement scenarios for each. In conclusion, he reviewed the 12-point SSO Program. A lengthy discussion followed with regard to whether improvements have been made to pump stations; the cost of a new wastewater facility; where it should be located; stormwater and I&I problems; possible use of wastewater storage systems, and problems associated with dry weather events.

## 2. **Committee Reports:**

### **Partnership in the Community**

Ms. Field reported that the Partnership in the Community Committee met February 23<sup>rd</sup> to discuss ideas and direction for the Committee. She stated that there was a good deal of discussion regarding who should be at the table and when they should be involved in the process. Mr. Sobol stated that the Committee decided to use the CIP Committee as a springboard for a group that would consider a broader planning effort involving municipalities, utilities and other organizations. He further stated that Mr. McGill is talking with the various Town Managers in preparation of the March 22nd CIP meeting. Mr. Blackburn suggested that the Hydraulic Model presentation be given at this meeting. Mr. Aceto stated that he feels it's important that Members of the Board plan to attend the meeting in order to communicate interest. He requested that prior to the meeting, Members make an effort to meet with their respective Town Managers to get a feeling of what they plan to talk about. Mr. McGill suggested that participation by Board Members should be as listeners.

### **Right of Way Committee**

In the absence of Mr. Pace, Mr. Mull stated that there was no further report.

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### **Planning Committee**

Mr. Aceto reported that the Planning Committee met March 2<sup>nd</sup> to consider the following issues: Master Plan for the Sewer System and Treatment Plant, the Patton Mountain Private Sewer Rehabilitation Plan and the Private Lateral Policy.

Regarding the Master Plan, Mr. Hartye presented a draft Request for Proposals (RFP's) and Request for Qualifications (RFQ's), which was developed from RFP's and RFQ's from other entities. He reported that a Committee, consisting of Bill Mull, himself, Gary McGill and Division Directors, is being formed to develop a "short list" of Consultants from RFQ's to be received on April 7<sup>th</sup>. He stated that from this list, the Committee would submit RFP's to be received by May 12<sup>th</sup> then proceed with the interview process, selection of a consultant and negotiation of a contract and return to the Planning Committee and Board for approval in June. Mr. Aceto stated that as part of the Scope of Services, the Consultants would perform a "CMOM" Audit, evaluate the CIP, look at collection/treatment alternatives, and siting an additional plant if necessary. He further stated that in order to be complete the Committee felt that other entities (Henderson County, Avery Creek, Cane Creek, Madison County, etc.) should be included in the Master Plan process. A brief discussion followed regarding Henderson County's willingness to participate. Mr. Aceto moved on behalf of the Committee to proceed with the selection of a Consultant, finalize the Master Plan Scope, negotiate a contract with the Consultant and return to Planning Committee and Board for approval. Following a brief discussion, voice vote was unanimous in favor of the motion.

Regarding the Patton Mountain Private Sewer Rehabilitation Plan, Mr. Aceto reported that a slide presentation was given by Mr. Hartye showing problems associated with this project and options for rehabilitation of the system. He further reported that this issue was tabled until the next meeting of the Committee.

With regarding to consideration of the Private Lateral Policy, Mr. Aceto reported that the concern is unauthorized connections. He stated that following review of ordinances from Charlotte, Raleigh and Charleston, staff has modified the unauthorized connection program. Mr. Venable asked if the MSD ordinance would need to be amended. Mr. Clarke stated that currently the ordinance does not allow any unauthorized connections to the system. Mr. Aceto stated that if an unauthorized connection is discovered, the property owner will be notified, and if they do not disconnect, a surcharge would be added. He further stated that staff would develop a policy and bring it back to the Planning Committee and Board for approval. Mr. Sobol noted the cost of treatment in paragraph three (3) of the Statement of Purpose. He stated that if the District can determine the cost to treat the additional flow, it should be able to determine the benefit of new customers to the system. He requested that staff prepare this information for review at the next meeting of the Committee. A discussion followed regarding the economic value of adding customers to the system and how this information could be obtained. In other business, Mr. Aceto reported that the Committee discussed the District's Mission Statement.

## **Personnel Committee**

Mr. Spell reported that the Personnel Committee met March 14<sup>th</sup> to consider a Salary Plan Analysis; Positions for Review; Merit awards for FY 99-00 and an overview of Performance Evaluation Training. Also discussed was the issue of Longevity Pay and staff was asked to do a local/state survey to be

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presented at the next meeting of the Committee. He further stated that the Committee would meet again April 11<sup>th</sup> to consider a Comparative Benefit Analysis and to look at budget issues (COL & Merit).

### **3. New Business:**

#### **a. Report on Meeting with Legislators:**

Mr. Mull reported that a meeting was held March 6<sup>th</sup> with Legislators to consider legislation previously introduced along with potential legislation dealing with the extension of District boundaries; representation with other entities, and the possibility of doing an assessment. He further reported that prior to the next Legislative meeting, the District would prepare a report regarding these issues. Mr. Clarke stated that since the CIP Committee meets in the fall, it would be helpful if the various political subdivisions sign-off on these issues before any legislation is forwarded to Raleigh.

#### **b. Consideration of Grant Resolution:**

Mr. Mull stated that as a requirement of the North Carolina Environmental Management Commission, a Resolution accepting the Grant Offer in the amount of \$3,000,000 must be approved by the Board. He presented a copy of the Resolution for review. Following a brief discussion, Mr. Graham moved that the Board adopt the Resolution as presented. Mr. Spell seconded the motion. Roll call vote was as follows: 10 Ayes; 0 Nays.

#### **c. Wellness Committee:**

Mr. Mull reported that Marsha Kiser, Personnel Analyst, was successful in obtaining a Grant from the NC League of Municipalities in the amount of \$4,800.00 for the District's Wellness Program. He further reported that the programs for the upcoming year include: Fruit at all facilities once a month; Stress Management Program; Consumer Credit Counseling Class; Investment Options Class; Medical Self Care Class; Nutrition/Weight Management Class; a basketball goal for use by all employees before and after working hours, and a Loan Library. He stated that although the Grant will help in achieving these goals, the Committee is asking that the District match this amount in the hopes of making the District a healthier work place. With no discussion, Mr. Sobol moved that the Board approve matching funds in the amount of \$4,800.00 for the District's Wellness Program. Ms. Bryson seconded the motion. Roll call vote was as follows: 10 Ayes; 0 Nays.

**d. New CP&L Building:**

With reference to the new CP&L Building, Mr. Kelly moved that in honor of Mr. Mull's many years of service to the District, this building be called "The William H. Mull Administration Building" and that the Architects be instructed to recommend to the Board appropriate signage to indicate the name. Mr. Aceto seconded the motion. Voice vote was unanimous in favor of the motion.

**1. Old Business:**

**a. Status of Federal Grant Funds:**

Mr. Hartye reported that he recently talked with the Environmental Protection Agency (EPA) and the projects originally slated for federal grant funds

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are not eligible because they have already been completed. Therefore, new projects need to be identified in the amount of \$4.4 million. He further reported that setting up the project is one issue and that an EPA representative will meet with staff next week to discuss the logistics and

application, etc. Mr. Spell requested that the Board instruct staff to let them know of any needs they may have in order to move this process forward.

**1. Other Business:**

Regarding the Construction Status Reports, Mr. Sobol questioned the difference in cost of sewerlines on the various projects and requested that this information be provided to the CIP Committee on March 22<sup>nd</sup>.

Mr. Venable questioned the completion date of the CP&L building and whether delays will affect the lease of the current administration building, moving, etc. Mr. Mull stated that he has not heard of any official report that the contractors will be delayed beyond the current completion date. A discussion followed regarding the sequence in which the move will take place.

**2. Adjournment:**

With no further business, Ms. Graham moved for adjournment at 3:30 p.m. Mr. Spell seconded the motion. Voice vote was unanimous in favor of the motion.

Jackie W. Bryson, Secretary/Treasurer