

TUCKASEIGEE WATER & SEWER AUTHORITY

BOARD MEETING

The Tuckasegee Water & Sewer Authority met **Tuesday, March 19, 2013** at 5:30 pm in the boardroom.

Present:

Mike Fitzgerald, Chairman	Harold Hensley, Board Member
Dan Harbaugh, Director	Robert Edwards, Board Member
Nancy Hoyle, Secretary	Jean Davenport, Board Member
Diane Sherrill, Attorney	Doug Cody, Board Member
Ray Lewis, Board Member	Tom Sawyer, Board Member

Absent: Brenda Oliver, Vice-Chairman

Chairman Fitzgerald called the meeting to order.

Public Comment: None.

Approval of Minutes: Motion made by Jean Davenport to approve minutes from February 19, 2013 and March 5, 2013. Motion seconded by Harold Hensley. All Ayes.

Agenda Additions or Deletions: None

Water and Sewer Capacity Fees-Regarding Instantaneous Peak Flows: Executive Director, Dan Harbaugh, has added footnotes to the adopted FY 12/13 impact fee schedules. This revision also includes different meter sizes. This schedule is to be the only one used by TWSA customers. Harold Hensley made a motion to approve the clarifications as presented. Ray Lewis seconded the motion. All Ayes.

Discuss/Review Public Water Supply Loan Application-Clearwell: TWSA has been offered a loan at 0% interest for the construction of a clearwell to be located at the WTP in Cullowhee. TWSA had originally thought we would be eligible for a principal forgiveness loan. The deadline to have the data to the agency was supposed to be March 31, 2013. Dan Harbaugh called the

funding source and asked for an extension of time. TWSA will receive extra time to make a decision. It will be brought before the board in April along with financial data to aid in the decision making process.

Update on Public Water Supply Application-University Heights & River Park MHP Consolidation Project-(Resolution Attached):

In February 2012, TWSA was advised that this project was identified to receive 100% Debt Forgiveness Funding. On March 15, 2013, TWSA received notice that the application had “timed out” due to new guidelines and we will need to re-apply for the grant monies. In addition, this project needs to be in the “ready to proceed” status no later than May 31, 2013. Engineers for this project, McGill & Associates, have been directed to identify anything other than the Title Certification needed for the “ready to proceed” status. Jean Davenport made a motion to proceed with the project. Doug Cody seconded the motion. All Ayes.

Ray Lewis made a motion to adopt the updated resolution to the University Heights project. Harold Hensley seconded the motion. All Ayes. (attached)

Review Bids and Award Contract –Steeple Road Water Main Leak: Bids for this project opened on February 28, 2013. Stillwell Enterprises was the apparent low bidder. The bids have been reviewed and certified. Based upon the construction bids, the current budget for this project will need to be revised to put an additional \$16,065.00 in this line item. Harold Hensley made a motion to amend the CIP budget as recommended. Ray Lewis seconded the motion. All Ayes. Motion made by Ray Lewis to award Stillwell Enterprise the construction contract. Harold Hensley seconded the motion. All Ayes.

Organizational Updates: (Attachment)

- 1) Impact fee comparison spreadsheet is attached. The comparison includes other municipalities that happen to be close neighbors of TWSA.
- 2) The first meeting of the Finance Committee is scheduled for March 25, 2013.
- 3) A reminder to forming entities about submittal of “projects” for FY 13/14. The due date has been set for April 1, 2013.
- 4) A sewer problem on an orphan line in Dillsboro has been discovered by the renter of the property. The flow from upper residence backed up into the building.
- 5) Bids will open on Pump Station 3 on March 21, 2013.
- 6) The preliminary Wetlands delineation work has been completed at the Cashiers WWTP site and a meeting is scheduled with NCDENR.
- 7) Attached is an updated Capital Cash Position Report.

- 8) A project status report will be completed and sent via e-mail.

Harold Hensley made a motion to adjourn. The motion was seconded by Ray Lewis. All Ayes.

Mike Fitzgerald, Chairman

Nancy Hoyle, Secretary