

AGENDA

Re: Sanitary District Board Meeting
January 10, 2017; 5:00 PM

(The Chair shall inquire as to whether any member knows of any conflict of interest or appearance of conflict with respect to matters before the Commission. If any member knows of a conflict of interest or appearance of conflict; please so state at this time.)

<u>Item No.</u>	<u>Department</u>	<u>Description</u>	<u>Duration</u>
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Open

All items listed under the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time Board votes on the motion. Consent Agenda items may include any non-controversial subjects.

CONSENT AGENDA	- December 13, 2016 Regular Meeting Minutes	00:05:00
	- Board Account Budget Needs for January	
	- Consumption Reports	
	- December Financials Report	
	- Budget Amendments	
	- CEO Report	
	- Safety System Report	

1.		00:00:00
2.		00:00:00
3.		00:00:00
4.		

Next Meeting: February 14, 2017; 5:00 p.m. @ RRSD Business office; 1000 Jackson St.,
Roanoke Rapids, NC, (252) 537-9137

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Items to be placed on the agenda must be presented to the CEO at least seven (7) calendar days prior to the announced meeting. Durations and order of agenda items may be adjusted at the Chairman's discretion to facilitate the meeting.

**December 13, 2016
ROANOKE RAPIDS, NC
5:00 P.M.**

A regular meeting of the Roanoke Rapids Sanitary District Board was held in the Sanitary District office on the 13th of December 2016, at which time the following proceedings were held:

PRESENT: J. R. Barber, Secretary; S. M. Holliday, Member;
Dan Brown, CEO; Thomas Wrenn, Finance Director; Brad Elliott, Attorney

ABSENT: E. J. St Clair, Chairman;

VISITORS/STAFF: Justin Blackmon, Utility Engineer;

Motion was made by S. M. Holliday and seconded by J. R. Barber to approve and adopt the following items contained in the Consent Agenda:

- a) November 8, 2016 Regular Board Meeting Minutes
- b) Board Account Budget Needs for December 2016
 - i. Budget Check #1037 - \$ 300,000.00
 - ii. Investment Check #1038 - \$ 650,000.00
 - iii. Transfer \$176,000.00 from NCCMT; when needed
- c) Statement of Revenues and Expenses, Consumption Reports, & November 2016 Financial Report
- d) CEO Report (see Board Agenda for complete text)
 - i. Attorney Elliott Letter to Halifax County – RRSB Impact Fee policy
 - ii. Email Correspondence – Impact Fee Statutory Clarifications
 - iii. Bill Mueller Email – Hunting Ridge Rd. Main Repair compliment
 - iv. Letter to PWSS – Ferric Chloride Testing Conclusion and Process Change
 - v. Coin Acceptance Policy – Coins presented for payment of all RRSB utility bills, deposits, fees, charges and penalties are pursuant to the following guidelines:
 - A maximum of \$25 in coins will be accepted.
 - All coins shall be rolled in like denominations unless the amount is less than that of a standard roll.
 - Each roll shall be identified by the person paying prior to presentation.
 - Identification shall include name, address and phone number of person paying.
 - vi. Halifax County Economic Development Commission – Notice of Board Meeting
 - vii. Sub Basin C&D Rehab Letter of Approval for Loan Payment #17
 - viii. Sub Basin C&D Sewer Rehab - Kapstone Work Plan
 - ix. Letter from E.O. Baicy – Wallace Pitt Pond Repair
 - x. Outfall G Sewer Rehab Step Construction Claim Letter and Hazen Denial Letter
 - xi. WTP and WWTP – Monthly Operating Reports
 - xii. Rosemary Power Station Notice of Non-Compliance
 - xiii. Drought Monitor
- e) Safety System Status Report
 - i. November 14, 2016 Safety Committee Meeting Minutes
 - ii. Photos - Confined Space Rescue Training located at WWTP on November 7th
 - iii. Email Correspondence from NCDOL – Carolina Star Recommendation Update

Motion unanimously passed.

ADDENDA

- Dan Brown informed the Board that the Division of Water Recourses has approved the Local Water Supply Plan. Dan presented a resolution for the Board to approve the plan. Motion was made by S. M. Holliday and seconded by J. R. Barber to adopt the Resolution to approve the Local Water Supply Plan. See attached **Exhibit 121316.01**. Motion passed.
- Dan Brown presented to the Board the Final Adjusting Change order for the Outfall G Sewer Rehab Project. Dan explained that the bid quantities and contract completion dates have been adjusted to actual. Motion was made by J. R. Barber and seconded by S. M. Holliday to approve the final adjusting change order subject to final negotiations. Motion passed
- Dan Brown presented to the Board the NC Water Treatment Facilities Operator Certification Board ORC Designation form with Gregg Wilson replacing Jay Bennett as the Water Treatment Plant ORC.

There being no further business to come before the Board at this meeting, it was upon motion by S. M. Holliday and seconded by J. R. Barber; the meeting was adjourned at 5:32 P.M.

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ROANOKE RAPIDS SANITARY DISTRICT

CHAIRMAN

SECRETARY



Roanoke Rapids Sanitary District

159
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RESOLUTION 2015 LOCAL WATER SUPPLY PLAN

WHEREAS, North Carolina General Statute 143-355 (l) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a local water supply plan; and

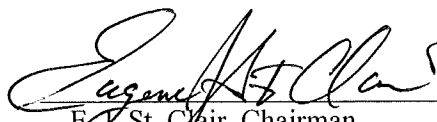
WHEREAS, as required by the statute and in the interests of sound local planning, a water supply plan for Roanoke Rapids Sanitary District, has been developed and submitted to the Board of Commissioners for approval; and

WHEREAS, the Board of Commissioners finds that the water supply plan is in accordance with the provisions of North Carolina General Statute 143-355 (l) and that it will provide appropriate guidance for the future development of water supplies for Roanoke Rapids Sanitary District, as well as useful information to the Department of Environment and Natural Resources for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Roanoke Rapids Sanitary District that the water supply plan entitled, 2015 Local Water Supply Plan for Roanoke Rapids Sanitary District dated March 1, 2016, is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources; and


BE IT FURTHER RESOLVED that the Board of Commissioners intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

Adopted by the Board of Commissioners on the 13th day of December 2016.



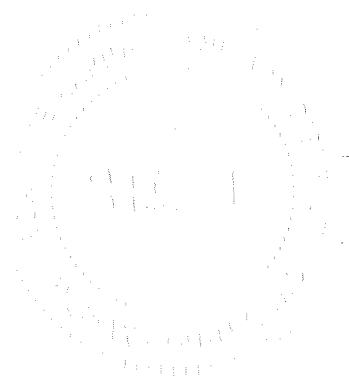
E. J. St. Clair, Chairman
Roanoke Rapids Sanitary District

Attest:



J. R. Barber, Secretary to the Board

(Seal)



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