

AGENDA

Re: Sanitary District Board Meeting
February 14, 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		- January 10, 2017 Regular Meeting Minutes	00:05:00
		- Board Account Budget Needs for February	
		- Consumption Reports	
		- January Financials Report	
		- Budget Amendments	
		- CEO Report	
		- Safety System Report	
1.	Legislation	Utilization Fee Resolution	00:10:00
2.			00:00:00
3.			00:00:00
4.			

Next Meeting: March 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.

**January 10, 2017
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 10th of January 2017, at which time the following proceedings were held:

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

ABSENT: None;

VISITORS/STAFF: None;

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) December 13, 2016 Regular Board Meeting Minutes
- b) Board Account Budget Needs for January 2017
 - i. Budget Check #1039 - \$ 250,000.00
 - ii. Investment Check #1040 - \$ 400,000.00
 - iii. Transfer \$325,000.00 from NCCMT; when needed
- c) Statement of Revenues and Expenses, Consumption Reports, and December 2016 Financial Report
- d) CEO Report (see Board Agenda for complete text)
 - i. John Miles received the Grade III Wastewater Collections Operator Certificate
 - ii. Michael Shearin received the Grade II Wastewater Collections Operator Certificate
 - iii. Kyle Acree received the Grade I Wastewater Collections Operator Certificate
 - iv. Buford White received the Grade I Wastewater Collections Operator Certificate
 - v. RRSO Organizational Structure January 2017
 - vi. Julian Allsbrook Hwy. Utility Relocation Authorization Letter issued by NCDOT
 - vii. Halifax County Intergovernmental Association January Meeting Notice and Agenda
 - viii. Halifax County Business Horizons Notice of Meetings
 - ix. Trade Publication – *Roanoke Rapids Sanitary District Chooses Pipe Bursting*
 - x. Letter to Halifax County – Support for Mid-Atlantic Optometrists’ Sewer Extension
 - xi. Sub Basin C&D Rehab Letter of Approval for Loan Payment #18 - \$3,592,439 total to date
 - xii. WTP & WWTP – Monthly Operating Reports
 - xiii. WTP Ferric Chloride TOC Removal Analysis
 - xiv. Lead and Copper Notice Exceedance of Action Level
 - xv. WWTP – Compliance Evaluation Inspection Report
- e) January 2017 Safety System Status Report
 - i. December 13, 2016 Safety Committee Meeting Minutes
 - ii. 2017 Safety Training Schedule

Motion unanimously passed.

ADDENDA

- Dan Brown presented to the Board the Drought Monitor.
- Dan Brown presented to the Board the Curtailment Notices for the 2016 Summer Session and the 2016/2017 Winter Session.

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

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ROANOKE RAPIDS SANITARY DISTRICT

CHAIRMAN

SECRETARY