



MINUTES
Annual Retreat Meeting
Friday, March 17, 2023 4:00 PM
Pender County Public Assembly Room

MEMBERS PRESENT:

Fred McCoy
Jacqueline A. Newton
Jerry Groves
Brad George

MEMBERS ABSENT:

Wendy Fletcher-Hardee

OTHERS PRESENT:

David Andrews, County Manager
Trey Thurman, County Attorney
Nancy Avery, Interim Clerk to the Board
Allen Vann, Assistant County Manager
Other Staff and Members of the Press and Public.

1 CALL TO ORDER

Manager Andrews called the retreat to order at 9:31 am

Review FY 2024 thru FY 2028 CIP continued

1.1 Public Utilities - Kenny Keel

- RO Water Plant update
- Convenience Site(s) improvements
- Warehouse
- Meter Change Outs
- CFPUA Interconnection
- Maple Hill WWTP Upgrade
- Transfer Station Improvements

Reserve Osmosis Water Plant Update

- Currently under negotiations for potential RO plant site
- Due diligence will take approximately 6 months for environmental evaluations, 18 months for design and permitting, 24 months for construction
- Estimated date of operation is Spring 2027

- 3 million gallons per day, expandable to 5 MGD
- Estimated \$80 million project
- \$48.75 million in funding secured from NCDWI so far. \$5 million is 'principal forgiveness' (grant). Remainder is 20 year loan at 0.18% interest.
- Continuing to seek more NCDWI funding, and will apply for USDA funding once site is confirmed and due diligence complete.

PCU Warehouse and Equipment Shelters

- Warehouse is needed to provide staging/storage area for pipes and other materials, office space and locker room for technicians

CFPUA US 421 Interconnection

- This is an interconnection with Cape Fear Public Utility Authority on US 421 to provide emergency water supply for both PCU and CFPUA
- Negotiations occurred in 2022 to allow us to serve commercial/industrial properties currently owned by the county, but located in New Hanover County as part of the Pender Commerce Park.
- Total budget for design FY 23 is \$70,000
- Funding is from Water Revenues

Maple Hill Waste Water Treatment Plant (WWTP) upgrade

- The plant does not have office space or indoor plumbing
- It needs an area to perform lab tests, store supplies, office space for the Superintendent and restroom and shower facilities.
- An office trailer is planned to be purchased and installed in FY23
- We are currently performing an engineering study for possible future treatment upgrades. Construction anticipated for FY 25.
- Total estimated cost for the office facility only is \$120,000
- Funding is from Water and Sewer revenues

Transfer Station Improvements

- The steel trash chute is rusting and torn
- The concrete floor has severe gouges of concrete missing and exposed reinforcing steel due to excessive loader bucket dragging and chipping
- A bumper will be installed on the bucket of the tractor to ensure chipping no longer occurs
- These issues were identified in a 2021 Transfer Station Assessment Report, and are required to be addressed by the NC Division of Waste Management

Solid Waste Convenience Sites Improvements

- There are 12 convenience center sites in total: 6 are leased, 5 owned, and 1 with perpetual usage at no cost.

- Initial plans are to move Whitestocking, Willard, and Montague to existing county properties and upgrade Shiloh and Surf City in 2024.
- We are working with GFL to create agreement where they do the relocating and upgrading facilities work, with some minor support from PCU. GFL contract currently ends in June 2024, with a potential contract extension in exchange for the upgrade/relocation work.
- Maximum estimated direct costs of \$100,000 to be funded with Solid Waste revenues

The Board discussed the process regarding tire recycling. The ordinance states commercial tire vendors can only dispose at Rocky Point and the Transfer Station. It does not address number of tires. Residents may dispose of 5 tires daily.

The GFL local manager said he worked with the former manager about upgrades to sites during contract renewal negotiation. This never did happen. It was roughly \$1.4 million at the time and we requested an 8-year extension to the contract.

Meter Change-Outs

- Entire system meter change-outs would be done by contractor over 3 to 6 months
- Automatic meter-reading antennas would be installed to provide continuous reads, giving lots more information to customers and will reduce leaks.
- Meters need to be changed out due to age and related tuberculation of the meters (build up of iron, calcium, and other minerals) resulting in inaccurate reads.
- Currently reading of meters in personnel intensive and a safety concern.
- Total estimated cost is \$9,000,000. Funding will either be USDA loan or cost-sharing agreement with contractor, payments extending over 10-20 years.

Chair Newton asked about the plan to extend water service to the western part of the county along the 421 corridor. Our residential population is not enough to get funding from USDA.

Director Keel said it is in his long range plans. We currently have water to Malpass Corner, but not sewer. Deputy Director Proctor said existing customers on 421 corridor have wells, so it will take new customers to fund this.

1.2 Facilities and Fleet Services - Jeremy Drummond

Director Drummond stated:

The fleet garage cannot meet current demands

- We are outsourcing about 20-25% of work that could be performed in house - FY22 repair and maintenance costs were \$350,000.
- Large trucks will not fit inside the garage on the lift, so we cannot service them.
- Fleet is 300+ vehicles with 2 mechanics
- \$70,000 savings if we did outsourced work inhouse.
- Facility is 15,000 square feet
- We need room to grow for 4-ton Sheriff vehicles, EOC Command Center vehicles, excavators, tractors, trailers and dump trucks
- Estimated cost for new facility \$5.4 million.
- Biggest user is the Sheriff's department.

1.3 Libraries - Allen Phillips-Bell

Director Phillips-Bell stated:

There are two current libraries in the county: one in Hampstead which is 7800 square feet; and the main one in Burgaw at 13,000 square feet.

- He is proposing a new library in Hampstead of 14,000 square feet.
- Estimated cost for new facility is \$8.1 million. Available funding and assets is \$1.9 million. Net cost is \$6.3 million.
- Hampstead does not have enough capacity to handle use. We get frequent requests for study rooms which we do not have.
- Funding sources so far are Topsail Township Friends of the Library \$500,000; Edna Kellet bequest in capital reserve fund \$159,643; Piedmont Natural Gas easement at existing Hampstead Library site, added to the capital reserve fund \$26,840; Assessed value of property existing site \$1.2 million.

Discussion centered around whether we would under build at 14,000 square feet and whether the Board had to approve the Request for Qualifications (RFQ) before it went out. Finance Director Blue said the RFQ can be issued without board approval as it would come to the board to approve the vendor. It was also discussed if it is better to expand existing building rather than sell the building and relocate. The project is not currently in the Capital Improvement Project list and this might be a good time to try a design and build.

1.4 Parks and Recreation - Zack White

Staff representative Zach White stated:

Central Pender Park Phase I project

- Was approved at the November 7, 2022, Board meeting.
- We were awarded \$500,000 Parks and Recreation Trust Fund grant (PARTF).

- Expected completion by October 2025.
- Facility amenities are 4 multipurpose fields, playground, picnic shelter, restroom, concession stand and multi-use path.

Hampstead Kiwanis Park Phase 4 project

- Approved November 7, 2022.
- Awarded \$500,000 PARTF grant.
- Expected completion October 2025.
- Amenities are 6 tennis courts, 4 pickleball courts, 2 basketball courts, 2 multi-purpose fields, picnic shelter/restroom, lawn game area and multi-use path extension.

Penderlea Community Park

- Picnic shelter/restroom is in the design/engineering phase and we have \$100,000 in the project fund.
- Multi-use path was requested by the community and is in the five year Capital Improvement Plan.

Abbey Nature Preserve

- Budgeted \$284,549 in FY 2023
- Funding is budgeted for parking lot relocation, playground, picnic shelter/restroom, etc.
- Waiting on land donation from Mungo Homes per lease agreement.

The Board discussed the best way to move forward with requests from Mungo Homes.

2 ADJOURNMENT

The retreat adjourned at 2:45 pm.