

**NORTH COUNTY WATER & SEWER AUTHORITY
JULY 25, 2018 ANNUAL MEETING MINUTES**

DATE: Wednesday, July 25, 2018

PLACE: Henderson Town Hall
Henderson, Maryland

BOARD MEMBERS

PRESENT: Sandy Cook, President (Mayor, Town of Henderson)
Helen Knotts, Vice President (Mayor, Town of Templeville)
Stanley Wilcox, (Mayor, Town of Marydel, by phone)
Wilbur Levensgood, Secretary/Treasurer (Caroline County, arrived late)

OTHERS PRESENT: Bill Knotts, Templeville resident
Beth Hussein, MRDC Town Planner Circuit Rider for Henderson

Mayor Sandy Cook called the Annual Meeting to Order at 6:15 p.m. Mayor Cook noted that only two NCWSA members, herself and Mayor Helen Knotts, were present at the meeting, and, to ensure a quorum for the election of NCWSA officers, she telephoned Mayor Stanley Wilcox to vote on the slate of officers. Mr. Wilcox was unable to attend in person due to the regularly scheduled Marydel Town Meeting.

ELECTION OF OFFICERS

Ms. Knotts made a **Motion to re-nominate the existing NCWSA Officers:** Ms. Cook as President, Ms. Knotts as Vice President, and Mr. Wilbur Levensgood as Secretary/Treasurer. **Via telephone, Mr. Wilcox seconded the Motion.** The **Motion passed** unanimously.

NCWSA MEETING NIGHT

The members discussed moving the regular meeting night from the last Wednesday of the quarter to the last Thursday of the quarter to enable Mr. Wilcox to attend without posing a conflict with the Marydel regular Town Meeting, which is held on the last Wednesday of the month. Ms. Knotts made a **Motion to approve** changing the meeting night to the last Thursday of the quarter. Via telephone, Mr. Wilcox **seconded the Motion.** The **Motion passed** unanimously.

APPROVAL OF MINUTES

Mr. Levensgood arrived at the meeting shortly after the election of officers and Ms. Cook ended the phone call with Mr. Wilcox. Ms. Cook requested a **Motion to approve** the minutes of the last NCWSA meeting. Mr. Levensgood made a **Motion to approve** the minutes of the April 25, 2018 Quarterly Meeting and May 23, 2018 Special Meeting. Ms. Knotts **seconded the Motion.** The **Motion passed** unanimously.

STATUS OF UPDATED REGIONAL WASTEWATER PER FOR NORTH COUNTY TOWNS

Leslie Grunden reported that the engineering firm RK&K was the successful bidder for the update of the original North County Regional Wastewater System PER. RK&K authored the original PER and designed the Greensboro-Goldsboro phases of the regional wastewater project. The report should take 6-8 months to complete; draft results should be available for discussion by the October NCWSA meeting.

The members discussed the possible need for a full PER of wastewater system alternatives for the three remaining North County towns. They determined that a full PER should be developed to serve as a backup plan in the event that the Greensboro WWTP does not expand north as previously planned and agreed upon by Greensboro, the North County towns, the County, and the project funders. Mr. Levensgood made a **Motion to approve** the development of a full PER to examine potential alternatives to connecting to the Greensboro WWTP, should that be necessary. Ms. Knotts **seconded the Motion**. The **Motion passed** unanimously. Ms. Cook asked Ms. Grunden to inquire with USDA Rural Development about the availability of funding for a full PER and to advise her of USDA RD's response and recommendation.

William Knotts expressed his concern about Greensboro not fulfilling their commitment to expand their new regional wastewater treatment system to Templeville.

HENDERSON WATER SYSTEM UPDATE

Ms. Cook reported that apart from the new bathroom in the Town Hall, all phases of the Henderson Water System upgrade project are complete. She added that she is in frequent contact with the contractor trying to ensure that construction of the new bathroom is started and completed as soon as possible.

NCWSA MEMBER COMMENTS

Templeville: Nothing to report.

County: Nothing to report.

Henderson: Ms. Cook reported that the Town was recently awarded the Maryland Rural Water Association's 2018 Source Water Project of the Year award.

Marydel: Mr. Wilcox was unable to attend due to Marydel Town Meeting.

PUBLIC COMMENTS:

There were no comments from the public.

AGENDA ITEMS FOR NEXT MEETING:

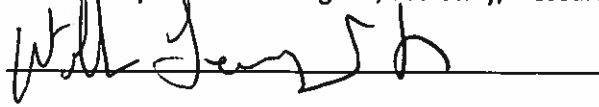
Items for the October 25, 2018 quarterly meeting include:

- Status of North County Wastewater System PER updated cost analysis
- Updates from Members

At 7:00 p.m., on **Motion** by Mr. Levensgood, **seconded** by Ms. Knotts and **unanimously approved**, the meeting was **adjourned**.

NEXT MEETING:
THURSDAY, October 25, 2018
6:00 P.M.
HENDERSON TOWN HALL

NORTH COUNTY WATER & SEWER AUTHORITY
Submitted by: Wilbur Levensgood, Secretary/Treasurer

A handwritten signature in black ink, appearing to read 'Wilbur Levensgood', is written over a solid horizontal line.

Minutes prepared by: Leslie Grunden