

Town of Oriental  
Water Advisory Committee  
October 29, 2013

A regularly scheduled meeting of the Water Advisory Committee was held on Tuesday, October 29, 2013 at 1:30 PM.

Chairman Jim Barton called the meeting to order and determined a quorum to be present.

**PRESENT:** Chairman Barton, Vice Chairman Mahan, Members DeChesser, Maxbauer, Town Manager Cutler Commissioners Johnson, Venturi and Summers, Public Works Director Jason Collett, Deputy Town Clerk Beyer.

2. The minutes from the September 24, 2013 meeting were read and a Motion was made by Member DeChesser to approve the minutes as read. Member Maxbauer seconded. Motion passed 4-0.

3. The Action Items were summarized by Chairman Barton to include: Deputy Town Clerk Beyer has assembled the list of documents requested and they have been reviewed by Chairman Barton; tours have been given of the Water Plant to most of the Committee, and this item will remain an Action Item until all Committee members have seen the completed changes to the Plant.

4. Chairman Barton summarized a meeting with Mike Hill, NC Rural Water Association. Mike provided copies of forms, manuals and templates that will be helpful in the daily operation and maintenance of the Water Plant. Mike also discussed the possible availability of grant money to assist in funding of continuing education, resources, etc. Mike will look into this funding further and report back to Chairman Barton. Green projects maybe the way to go using State Revolving Fund dollars to use for additional certifications, resources (personnel, consulting for leak detection, etc.). As the State CUPS Maintenance system is cumbersome. Mike has a simpler one and will share it. Mike provided it along with SOPs and other documentation after the meeting. We will go over the material provided and possibly incorporate into oriental documentation. We provided copies of the Cross Connect Plan and the O&M Plan to Mike for his review. According to Mike, the ORC backflow cross connection license (must be used in only one county/location, unless the certified person takes a testing class/exam in any other municipalities to work in those areas. Other certifications can be used across locations and municipalities. Bob Maxbauer disagrees/his understanding is that this is a 50-mile distance and not a restriction by county/municipality. We will confirm this with DENR PWSS. Mike also assists in the Town's submission of the annual Consumer Confidence report and the Water Supply Plan. GPS mapping is an area where the NC Rural Water Association has helped in the past and is available for updates.

5. The Cross Connect and Backflow Manual and documentation have been updated and was planned for approval during the meeting; however, further testing is needed to make sure the sub forms are accessible that have been embedded within the original form. Additionally, Bob Maxbauer indicated he had some editing. He was asked to get that submitted as soon as possible.

6. The Proposed Tap Fee Increase was approved by the Town Board of Commissioners at the October 1, 2013 Town Board meeting.

7. Town Manager Cutler provided an update on the Water Plant; has been running on automatic with one pump, but both wells. A second pump has been ordered, and once it's delivered, the defective pump will be taken back to determine whether or not repairs can be made. Ray Brown Electric has replaced the meter base, disconnect and 2 starter panels. They have provided a bid for other electrical items. The resin has been received and will be installed soon; the resin will eliminate the overflow issue in softener #2. The humidity issue has been all but eliminated, there are still some dampness issues, but once Softener #2 has the resin installed, the dampness issue should be completely eliminated. Replaced meter base, disconnect, and 2 starter panels. Ray Brown (electrician) has provided an estimate for other items on the list. There is no hydrogen sulfide smell any longer. Dehumidifier is working, however the floor continues to get wet (back wash in the softener should fix this problem). Bob Maxbauer suggested that we invest in a device (~\$50) to gauge the humidity (and add recording that measurement to the operating procedures). Wyatt said the dehumidifier may have that measure. Both tanks are full (27 feet in White Farm). More flushing (e.g. at White Farm) is required. Water quality numbers (chlorine, hardness) are consistent. Clean up (wall scraping, etc.) is in progress. Replacement of meters hasn't happened yet (waiting for bids. Jason is gathering bids for air conditioning (~\$2600 for split A/C). Plan is to have "accountable" Personnel (Jessie, Josh?) exercise valves, do flushing, maintenance = 30 hours a week. Glen Snader (SRS) will train a few operators on how to rebuild the valves. We will then label valves and put a plan in place to rebuild valves according to a strategy.

8. Commissioner Warren Johnson and Town Manager Cutler provided a status report concerning the Wal-Mart store that is proposing to build outside of the Town limits. There has been no water decision taken by the Town Board, other than the recently formed committee of Commissioners Johnson and Venturi, Town Manager, and Mayor. This committee will speak with Wal-Mart representatives via telephone conference call on Thursday, October 31, 2013 at 11:30 to negotiate providing water service. One of the items to be discussed would be Wal-Mart making an annual donation in lieu of what they would pay in Town property taxes. This donation would be put toward Parks and Recreation projects. The Town Board of Commissioners just prior to the meeting has asked the Water Advisory Committee for their recommendation as to providing water service to Wal-Mart. Commissioner Johnson and Commissioner Venturi clarified the tasking as to whether or not the WAC would place conditions on water service being provided. After a discussion within the WAC, it was determined that it is not the WAC responsibility to determine conditions. The WAC is bound by the Water Service Ordinance and other requirements to recommend and interpret. It is the responsibility of the negotiating committee established by the Board to explore whatever conditions the Board puts in place. There was a discussion about the GMO as well as water service rates. Town Manager Cutler stated that Wal-Mart estimates usage at approximately 21,000 gallons per month. Given the expansion of oriental water capacity by grant several years ago anticipating Town expansion, the usage concerns outlined in the Water Service Ordinance are not applicable as there is plenty of water to satisfy Wal-Mart's expected usage. There was some discussion about past Town strategies and NC-55 extra-territorial jurisdiction (ETJ) led by

Commissioner Venturi. A discussion then ensued as to a motion which was modified by WAC members DeChesser, Barton and Mahan. The final Water Advisory Committee recommendation and Motion is as follows:

**MOTION:** Vice Chairman Mahan made a Motion to provide water service to Wal-Mart as follows: “Given the long term annexation impact, the Extra Territorial Jurisdiction strategy by the Town of Oriental, and considering the water revenue that will be generated; the Water Advisory Committee recommends to the Town Board of Commissioners that water service be provided to Wal-Mart”. Member DeChesser seconded the motion. Motion passed 4-0.

9. The Cross Connect and Backflow Manual was further discussed. Chairman Barton is seeking input from Members concerning content and flow of the manual. There is concern that the Town might be missing places that should have a backflow meter installed. Bob Maxbauer was tasked to get together with Jason and/or Josh to determine where and how many testable devices are installed and develop a list of where they should be installed if currently not in place. There was also discussion about a fee being implemented for a backflow meter. Hose bibs are a primary source of backflow. Bob Maxbauer suggested that we investigate with Skip Lee whether we recommend and include in the manual that for residential installations where threaded hose bibb connection are present, that the hose bibb be fitted with a vacuum breaker as a new requirement . This could be amended to the end of 1<sup>st</sup> paragraph in “Requirements” (Paragraph re: new installations; Page 9 of Cross Connection Backflow Plan). Bob recommended that a vacuum breaker be installed to prevent backflow. Town Manager Cutler will check with Skip Lee at the County Planning and Inspections Department to confirm these requirements and provide feedback to Jim Barton for incorporation into the plan if required.

10. Operation and Maintenance Plan Review: This was determined to be low on the priority list at this time. While it was agreed that this Plan must be implemented, it will be revisited at a later date. A draft has been developed following DENR PWSS guidelines (Florida template0 modified for use by Oriental. The section yet to be completed concerns the actual maintenance schedules. The Rural water Association provided the one in use by the Town of Ayden which Jim barton will review, brief and incorporate after a future WAC meeting.

11. Chairman Barton suggested changing the Water Advisory Committee from an ad hoc committee to an actual Town Committee or Board. In order for this to happen, a resolution would have to be drawn up and approved by the Town Board. Commissioner Johnson is interested in bringing this before the Board of Commissioners at its next regularly scheduled November meeting. If approved by the Board of Commissioners, the WAC needs to draw up a charter for incorporation into the Water Service Ordinance. It was agreed that a model could be the one in use by the Planning Board. Chairman Barton requested a copy of the Planning Board’s charter from Deputy Clerk Beyer.

12. In addition and in amplification to the actions listed in the preceding, the following actions are identified:

- **All** – Review current water system plan and provide inputs to Jim.
- **Jackie** - Review the documents Jayne gathered as per previous action items.

- **Wyatt** – Develop a certification plan including B-Well Processing, B-Distribution System, Waste Water, and Backflow Cross Connect. Terry Groome has all except the Backflow Cross Connect. Each of these requires an ORC.
- **Wyatt:** Set up plant tour for the WAC.
- **Jim** – Call Harry Bailey or Joey White at DENR PWSS Washington regarding ORC restrictions WRT certifications and sharing of resource across municipalities raised by Mike Hill.
- **Wyatt & Jayne** – Look at creating Adobe FORMS of the Permit (Cross Connect and Backflow) which would be available when the program gets underway. Those forms have been developed by Jim and Jackie in MS Word.
- **All** – Review Chapter K for future modification.
- **Wyatt** – Explore adding a humidity gauge to the building (contact Sean Corcoran at Carolina Foundations to see if he can provide one at reduced cost if we decide it is necessary). Temperature dew point will indicate where we can optimize operations, but maintain the necessary dehumidification.
- **Jackie** – Update the draft action list matrix and send to WAC for review (to prepare for the next Town Board of Commissioners meeting).
- **Wyatt** - Investigate with Skip Lee whether we recommend for residential installations “For any threaded hose bibb connection, indicate that the hose bibb be fitted with a vacuum breaker” as a new requirement for the end of 1<sup>st</sup> paragraph in “Requirements” (Paragraph re: new installations; Page 9 of Cross Connection Backflow document).
- **Jim** – Investigate the Ayden emergency plan and update the Operation Maintenance manual as needed.
- **Bob** – get together with Jason and/or Josh to verify testable devices and need for others.
- **Jayne** – Provide a copy of the Planning Board charter to Jim as an example.
- **Warren** –Proposed resolution to the BOCs whether the WAC should be a standing board.
- **Larry** – Talk to John Zieran about possibly serving on the WAC.

13. Comments and Discussion: It was agreed that the next Water Advisory Committee meeting would be held on Wednesday, November 20<sup>th</sup>, 2013 at 1:30 PM at Town Hall.

There being no further business to discuss, Chairman Barton requested a Motion to adjourn the meeting. Member DeChesser made a Motion to adjourn the meeting. Vice Chairman Mahan seconded. Motion passed 4-0.

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Chairman Jim Barton

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Deputy Town Clerk Jayne Beyer