

11/7/08
DRAFT
cc: BOC
Steve
Russ
Selena
Pammy

MINUTES

STATE OF NORTH CAROLINA
COUNTY OF HENDERSON

CANE CREEK WATER & SEWER DISTRICT
OCTOBER 15, 2008

The Cane Creek Water & Sewer District Board met for a regular meeting at 9:00 a.m. in the Commissioner's Meeting Room of the Henderson County Historic Courthouse on Main Street, Hendersonville.

Those present were: Chairman Bill Moyer, Commissioner Larry Young, Commissioner Chuck McGrady, Commissioner Mark Williams, Commissioner Charlie Messer, County Manager Steve Wyatt, Assistant County Manager Selena Coffey, County Attorney Russell Burrell, and Clerk to the Board Elizabeth W. Corn.

Also present were: Planning Director Anthony Starr, Finance Director J. Carey McLelland, Deputy Clerk to the Board Teresa Wilson, Research/Budget Analyst Amy Brantley, Engineering and Facility Services Director Marcus Jones, Health Director Tom Bridges, Associate County Attorney Sarah Zambon, DSS Director Liston Smith, Tax Assessor Stan Duncan, Tax Collector Terry Lyda, Delinquent Tax Collector Lee King, Ben McKay, Tim Griffin, Sheriff Rick Davis, Animal Services Director Brad Rayfield, IT Director Becky Snyder, Library Director Bill Snyder, Register of Deeds Nedra Moles, Planner Hope Bleecker, Recreation Director Tim Hopkin, Planner Matt Cable, Code Enforcement Director Toby Linville, Risk Manager Yvonne Moebs, and Communications Officer Pam Brice.

CALL TO ORDER

Chairman Moyer called the meeting to order.

Commissioner McGrady made the motion for the Board to convene as Cane Creek Water & Sewer District Board. All voted in favor and the motion carried.

MINUTES

Draft minutes were presented for CCWSD Board review and approval of the following meeting(s):
September 2, 2008
September 17, 2008

Commissioners McGrady made the motion to approve the minutes of September 2, 2008 and September 17, 2008. All voted in favor and the motion carried.

ENGINEER SELECTION – FY09 DRAINAGE BASIN STUDY

County Engineer Marcus Jones stated as directed by the FY08 Capital Improvement Plan (CIP) for the Cane Creek Water and Sewer District, Engineering staff solicited engineering consultants to perform the FY09 Drainage Basin Study. With the approval last year of the new Land Development Code and the subsequent land use designation throughout the County, it is now possible to conduct a more accurate Drainage Basin Study for the District. This Study will identify the basins within the District and the likely areas of expansion for the District. Then the study will develop a plan to service these basins with correctly sized gravity and forcemains. General locations of necessary pump stations will also be located and sized. With this information, the District's CIP will be updated to reflect a prioritized implementation of the plan.

APPROVED:

In accordance with NC General Statute 143-64.31 (Procurement of Architectural, Engineering, and Surveying Services), staff sent a Request for Qualifications (RFQ) to all the local consultants in Henderson County and consultants that have expressed interest in working with the County. Staff also posted the RFQ on the County's website. The RFQ's were received by August 18, 2008 and the following firms submitted Statements of Qualifications: HDR Engineering, Inc., LandDesign, William G. Lapsley & Associates, and Paramounte Engineering, Inc.

A detailed review of the firms was conducted by staff based on the criteria established within the RFQ. The selection criteria are as follows: Project Team, Project Experience, Planning Performance, Relationship with Funding and Regulatory Agency and Customer Service. William G. Lapsley & Associates was selected by staff as the most qualified.

Upon approval of William G. Lapsley & Associates as the most qualified firm, staff will negotiate an Engineering Agreement and present it to the Board at a future meeting. In the event a reasonable agreement cannot be negotiated, staff will present the next most qualified firm to the Board and then continue the process.

During their September 11, 2008 meeting of the Cane Creek Water and Sewer District Advisory Board, the Advisory Board voted to recommend the selection of William G. Lapsley & Associates to the Board of Commissioners.

Chairman Moyer stated that previous discussions with regard to the MSD treatment rate increase, the fund balance, and the direction which would be taken with respect to treatment, there are some real issues coming up that the Board will have to face within the next year so to do justice to what's happening in that end of the County. He felt that one critical step would be this drainage basin study. The other piece is Marcus Jones having the information ready for the advisory board so that the Board of Commissioners can discuss the MSD treatment rate increase.

Marcus Jones stated that capability was not there to do this study in-house. The money saved in the recent contract for the Mud Creek Sewer Project will certainly pay for this study along with the money allotted in the budget this year.

Commissioner McGrady made the motion that the Board authorizes the selection of William G. Lapsley & Associates as the most qualified engineering firm to conduct the FY09 Drainage Basin Study and direct staff to negotiate an agreement for the Board's approval. All voted in favor and the motion carried.

Commissioner McGrady made the motion to adjourn as the Cane Creek Water & Sewer District Board. All voted in favor and the motion carried.

Attest:

Teresa L. Wilson, Deputy Clerk to the Board

William L. Moyer, Chairman