

TUCKASEIGEE WATER & SEWER AUTHORITY BOARD MEETING MINUTES

The Tuckaseegee Water & Sewer Authority conducted a meeting on **Tuesday, March 21, 2023** at 5:00 pm in the boardroom.

Present:

Jeff Goss, Chairman	Tim Parris, Board Member
Tracy Rodes, Vice-Chairperson	Mark Jones, Board Member
Daniel Manring, Executive Director	Mike Byers, Board Member
Tanya Tallent, Secretary	Diane Sherrill, Attorney
Karen Polyasko, Treasurer	Mick McCardle, Board Member

Absent:

David Nestler, Board Member
Ron Mau, Board Member

Staff Present:

Wanda N. Cool, Assistant Finance Director

Call to Order: Chairman Goss called the meeting to order at 5:06 p.m.

Ethics Statement: Read by Chairman Goss.

Public Comment: None

Approval of Minutes: *Mark Jones made a motion to approve the minutes from **February 21, 2023 and March 7, 2023**. Tim Parris seconded the motion. Upon unanimous vote, the motion carried.*

Agenda Additions or Deletions: *Tracy Rodes made a motion to approve the agenda as presented. Mick McCardle seconded the motion. Upon unanimous vote, the motion carried.*

AGENDA ITEM #1:**System Development Fee Analysis Draft**

Daniel Manring informed the Board that the draft of the System Development Fee Analysis (SDF) was completed by Willdan Financial Services and is available to the public through the TWSA website and at the main office. Pursuant to North Carolina House Bill 436, a System Development Fee Analysis is required every five years. Willdan will present the SDF Analysis to the TWSA Board at the April 18th Business Meeting. A Public Hearing is scheduled for May 9th at 5:00 p.m. prior to the May Work Session. No action was needed.

*See attached item(s):
3-17-2023 Memo from TWSA Website & Lobby*

AGENDA ITEM #2:**May '23 Business Meeting Date Adjustment**

Daniel Manring explained to the Board that there was a conflict with the Business Meeting on May 16th due to the NC Rural Water Association's Annual Conference, regarding successful regionalization. The Viable Utilities staff and other members of NCDEQ have identified TWSA's organization as a regionalization success and asked Daniel to provide the keynote address to the group that is there for the training. During this conference a required training is offered to local government units designated as "distressed" by the State Water Infrastructure Authority and Local Government Commission.

TWSA's regularly scheduled Business Meeting was scheduled for May 16th, the same day as the training. Daniel requested that the meeting be postponed to Tuesday, May 23rd at 5:00 p.m.

It was the consensus of the Board to reschedule the May 16, 2023 meeting to Tuesday May 23, 2023 at 5:00 p.m. so Daniel can attend the NC Rural Water Association Annual Conference.

Organizational Updates

Organizational Updates: The topics listed below were discussed during the Organizational Update:

1. COVID-19 Related:

- a. Wastewater Testing

2. Current In-Progress Project Briefing:

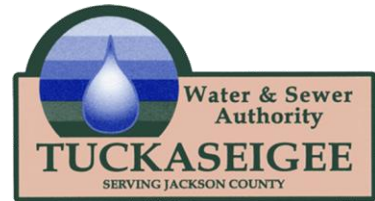
- a. Jackson Paper Lift Station/Dollar Store Lift Station
- b. Cowan Valley Water Consolidation
- c. Horsepasture WWTP
- d. WWTP #2 Improvements
- e. NCDOT 107 Project R-5600
- f. NCDOT Skyland Drive Sidewalk Project
- g. NCDOT Monteith Gap Bridge Project
- h. Rate Study
- i. Sludge Study
- j. Lead and Copper Rule Revisions
- k. Community Outreach

3. Financial Overview

- a. Financial Information

Mike Byers made a motion to adjourn. The meeting adjourned at 5:47 p.m.

**These minutes were approved at the following Business Meeting held on Tuesday, April 18, 2023.*



1246 West Main Street
Sylva, NC 28779

MEMORANDUM

FROM: Daniel Manring
Executive Director

TO: Public

DATE: March 17, 2023

REF: Public Notice
System Development Fee Analysis

This memorandum is provided to invite the public to provide input regarding the System Development Fee Analysis that has been performed for Tuckaseigee Water and Sewer Authority (TWSA).

Pursuant to N.C.G.S. 162A, TWSA engaged a consultant to analyze system development fees. The resulting System Development Fee Study was completed on March 10, 2023, and made available for public viewing and comment, today, March 17, 2023. Please visit www.twsanc.us or visit our office for a copy of the study. Comments related to the study can be emailed to thall@twsanc.us with "System Development Fee Analysis" in the subject line. The Board of Directors will conduct a public hearing prior to considering adopting the analysis with any modifications on May 9, 2023 at 5:00 p.m. Any changes to system development fees will be considered within the annual budget adoption process that will also have a public hearing (date not yet determined).

Background Information:

[North Carolina HB 436](#) is an act to provide uniform authority to implement system development fees for public water and sewer systems in North Carolina and to clarify the applicable statute of limitations. A SDF is a one-time charge assessed against new development to recover a proportional share of the costs of capital facilities constructed to provided service capacity for new customers connecting to the water and sewer systems.