

MINUTES
City Council Public Works & Utilities Committee

Monday, December 13, 2021 – 3:00 PM
City Council Chambers

Members Present: Maurice Jones, Chair, Council Member
Mac Morrow, Vice-Chair, Council Member
David Lutz, Public Works Director
Emory Owen, WWTP Director
Dennis Richardson, WTP Director

Absent: Jim Fatland, City Manager

Staff Present: Denise Hodsdon, Executive Assistant
Dean Luebbe, Finance Director

Guests: Jeffrey Brown of Brown Consultants
Keith Webb, Mike Dowd and RJ Mozeley of McGill Associates

A. Welcome and Call to Order

Committee Chair Maurice Jones called the meeting to order at 3:04 pm.

B. Certification of Quorum

Executive Assistant Denise Hodsdon certified that a quorum was present.

C. Approval of Minutes from May 27, 2021 Meeting

Motion by Mr. Morrow, seconded by Mr. Owen to approve the minutes of the May 27, 2021 meeting as presented. The motion carried unanimously.

D. Interview Engineering Firms

The State Budget includes significant funding for water and sewer projects, and for the first-time, funding for stormwater projects. Although NCDEQ has not finalized guidelines, funding awards are anticipated to be 100% grant. The deadline for applications is May 2, 2022. City Manager Jim Fatland invited five engineering firms to meet with the committee to discuss potential city water, sewer and stormwater projects that would qualify for funding. Representatives from each firm made presentations as to their firm's qualifications and experience and answered questions from Committee members.

The following firms/representatives were interviewed on December 13th and copies of their presentations are on file with the minutes:

1. Brown Consultants – Jeffrey Brown;
2. McGill Associates – Keith Webb, Mike Dowd and RJ Mozeley

E. Recess Until December 14, 2021

The meeting was recessed at 5:10 pm until Tuesday, December 14, 2021 at 3:00 pm and the Committee will meet with and interview three additional engineering firms.

**Tuesday, December 14, 2021 – 3:00 PM
(Continued from December 13, 2021)**

City Council Chambers

Members Present: Maurice Jones, Chair, Council Member (left at 5:45 pm)
Mac Morrow, Vice-Chair, Council Member
Jim Fatland, City Manager
David Lutz, Public Works Director
Emory Owen, WWTP Director
Dennis Richardson, WTP Director

Staff Present: Denise Hodsdon, Executive Assistant

Guests: Mark Stevens, Ken Orie, Dana Bolden and Devin Owen of WithersRavenel
Alvin Fuller and Jim Longshore of Summit Engineering Group
Bill Dowbiggin, Glendon Fetterolf, Jon Lapsley and Dave Mason of CDM Smith

Committee Chair Maurice Jones reconvened the meeting at 3:04 pm.

F. Interview Engineering Firms (Continued)

The following firms/representatives were interviewed on December 14th and copies of their presentations are on file with the minutes:

3. WithersRavenel – Mark Stevens, Ken Orie, Dana Bolden and Devin Owen;
4. Summit Engineering Group – Alvin Fuller and Jim Longshore;
5. CDM Smith – Bill Dowbiggin, Glendon Fetterolf, Jon Lapsley and Dave Mason

Following the interviews, the committee reviewed projects that would qualify for funding and discussed which firms would be best suited to assist with the funding applications for each project. Motion by Mr. Fatland, seconded by Mr. Lutz to make the following recommendation to City Council:

- 1) Request proposal from McGill to prepare funding application for the French Broad River Intake and necessary infrastructure to connect to the Cathey's Creek WTP;
- 2) Request proposal from CDM Smith to prepare funding application for the following projects:
 - a. WWTP Activated Sludge Plant Improvements
 - b. Water Distribution Finished Water Tank Additions for Walmart, Strauss Park, Deerlake and Burrell Mountain
 - c. Sewer Pump Station Upgrades for Pisgah Fish Camp and Wilson Road
 - d. WTP Expansion to 3.9MGD; and
- 3) Request proposal from Brown Consultants to prepare funding application for King Street Stormwater Improvements

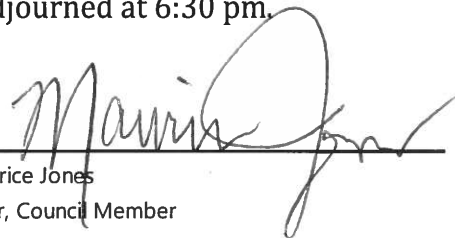
The motion carried unanimously. The committee's recommendation will be forwarded to the Finance & Human Resources Committee on December 16, 2021 for review and will be presented to City Council at the December 20, 2021 meeting.

G. Set Date for Next Meeting

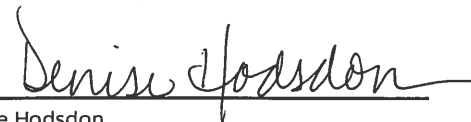
The Public Works & Utilities Committee will meet again as needed.

H. Adjourn

There being no further business, the meeting adjourned at 6:30 pm.

X 
Maurice Jones
Chair, Council Member

Minutes Approved: February 15, 2022

X 
Denise Hodsdon
Executive Assistant