

**Town of Rich Square
Board of Commissioners Special Meeting Minutes
Monday, March 4, 2024 – 11:00 am
Town Administrative Offices**

The Rich Square Board of Commissioners held a special meeting in the Town Annex Building at 112 E Jackson St, Rich Square, North Carolina on March 4, 2024. Mayor Victoria Newcombe called the meeting to order 11:00am. Commissioner Larry Godwin opened the meeting with a prayer.

Elected officials in attendance were Mayor Victoria Newcombe, Commissioner Peggy Cary, Commissioner Raymond Joyner, Commissioner Larry Godwin, Commissioner Linwood Bryant, and Commissioner Charles Eason.

Town officials in attendance were Town Attorney Cecelia Jones, Clerk Alayna Balmer, and Maintenance Supervisor Jeff Long. Todd S. Steele, Engineer from Engineering Services, PA, was also present.

APPROVAL OF AGENDA

Commissioner Linwood Bryant moved, and Commissioner Cary seconded, to approve the agenda. The motion passed unanimously.

AGENDA

Mayor Newcombe started off by saying the town received a letter from DEQ outlining the condition of the Wastewater Treatment Plant. The letter stated that the test levels of the contents of the plant were frequently over limit and that the Town would be fined for the violations. The town responded by asking for an amendment on the matter due to the funds for the upgrading of WWTP having not been received yet. Mayor Newcombe opened the floor to Todd Steele to explain the situation further.

Todd Steele explained that when monthly reports are submitted to the State, the reports are sent to the State's database as well as the Federal database. When reports aren't submitted or test results on the reports are significantly higher than average it triggers a red flag. It was discussed that completion of a Special Order by Consent ("SOC") was a way for the town to settle with DEQ and to appease concerns from EPA (U.S. Environmental Protection Agency). Town Attorney Cecelia Jones suggested completing all the required information for the SOC and presenting the completed SOC with all attachments to the Board before the Board considers the SOC.

Mr. Steele went on to say that Michael Ray of NC OSBM Department of Public Instruction was able to acquire 1 million dollars of appropriated funds for the town's WWTP upgrade. Todd added that once the funds were approved, bids could begin, and the upgrades can hopefully begin this summer.


He noted that because of the severity of the WWTP condition, the appropriated money may not cover the cost of the complete upgrade. He explained that the plan is to stretch the budget as far as possible while prioritizing repairing the most vital parts of the plant such as the Headworks which regulates the trash in the waste stream, and the Aerators which adds oxygen to the lagoon to move

contents around for more sufficient test results. He considered the Headworks to be the biggest unknown cost factor of the project. He added that there were multiple options to explore for wastewater funding.

Jeff Long presented an invoice for a utility issue repair. Commissioner Godwin moved to accept the quote from Ino-Utilities; however, prior to receiving a second, Commissioner Godwin withdrew his motion. Attorney Cecelia Jones reviewed the invoice and requested that any proposals presented for consideration should consist of a more detailed explanation and itemization of the work to be performed to properly allocate the funds from the town's budget. Jeff Long indicated that he would get a revised quote from Ino-Utilities and present it at the next regular meeting.

ADJOURN

Commissioner Larry Godwin moved, and Commissioner Linwood Bryant seconded, to adjourn the meeting. The motion passed unanimously, and the March 4, 2024 special meeting adjourned at 11:50am.



Victoria Newcombe, Mayor

ATTEST:



Alayna Balmer, Clerk