

Town of Lake Lure – Utilities Board

- Minutes of Special Meeting – December 19, 2019

The Utility Advisory Board held a special meeting at the Town of Lake Lure Municipal Center on Thursday, December 19, 2019.

Members Present:

Wayne Hyatt, Chairman
John Chapman
Richard Glassen
Don Cason

David Diorio – Liaison

Others Present:

Shannon Baldwin – Town Manager
Linda Ward – Board Clerk
Kurt Wright – In House Engineer
Carol Pritchett - Mayor

Members Absent: N/A

General Meeting Actions

Call to Order – Chairman Wayne Hyatt called the meeting to order at 2:00 pm.

Consider Approval of the December 3, 2019 Regular Meeting Minutes – Richard Glassen made a motion to approve the December 3, 2019 Regular Meeting minutes, John Chapman seconded and the motion carried 5- 0.

New Business

a. *Discussion of the RFQ Scoring and Recommendation of the ‘On Call’ Engineering Firm* - Chairman Wayne Hyatt asked Kurt Wright to tell the board about the results of the scoring on the Engineering Firms that submitted a RFQ to the Town.

Kurt told the board that he took the results from each person scoring to determine the overall score for the four firms in all sections. He said that WithersRavenel (WR) scored the highest with LaBella coming in second, which was within 9% of WR. He told the board that these numbers were naked numbers and not weighted, that they were exact.

There was a short discussion on each of the firm and their references. Richard Glassen did not feel as though the references that WR listed were very big projects like the Town of Lake Lure is facing. He felt like this was a weakness in their proposal. It was mentioned that this may be one of the things that they will want to ask during the interview.

At this point the board had a consensus that they should have a set of questions to ask each firm during the upcoming interviews.

Shannon then told the board that the two firms have agreed to meet with Council and the UAB for interviews January 7th. He said that when they interview they need to be sure to ask the same questions to each firm. The board agreed that those that come for the interviews need to be a part of the project here in Lake Lure, and not just the President of the Company.

Shannon reminded them that this engineer will need to be able to handle all parts of the RFQ and not just the sewer section, that there is Hydro, Water Distribution, Dredging/Lake Maintenance, Transportation, and Parks and Rec.

Richard said that he feels like the sewer is the top thing that we will need an engineer for and asked what the next top priority item in the RFQ would be. Shannon said that he thought the water distribution would be the next item, which may include connecting to the Polk County line. He said that we shouldn't rely on just our wells, that we will need a back-up plan.

The board discussed the other items in the RFQ and their needs and the need to have someone that is good with grant writing, one that can help craft a SOC, and one that can help secure revenues among the big projects the Town is faced with.

The board decided that the following would be some of the questions they would like to have answered at the interviews:

- 1, It was mentioned that the firm they choose will need to have a good working relationship with state agencies and a question such as 'What would you do to help the Town of Lake Lure be known to State agencies in a positive way?'. Or, 'How would you help us improve our reputation with the state?'. Mr. Hyatt mentioned the fact that State agencies can be a regulator or a consultant and we definitely want them as a consultant. We need to let the state know that we are willing to work with them, that we want to become first in class.
- 2, 'What matrix do you use to measure on time, on budget, project management?'
3. 'Do you currently have any ideas on how to solve our sewer collection/treatment solution issues, and how would you go about investigating other ideas for the project?' or 'How would you approach/start the problems with our sewer system?'
4. 'How would you go about securing revenue to pay for the above solutions?' Grants, loans, etc. 'What would your approach be to help the TOLL look for income to pay for this system?'

Kurt Wright said he would like to know how they are going to get the Town of Lake Lure to the point that we would be one of their references. Question could be something like, 'How can you make us a success story?'

Shannon said that he will work on the questions, send them to Kurt Wright to look over and then send them to the UAB members to look at to be sure they are asking the questions that they want answered. At that point he suggested that the Mayor ask the questions at the planned joint meeting.

Shannon said that he has set an hour for each firm and that we need to be sure that what is being asked is something that can be answered within that hour. It was determined by the board at this point that the 7th of January would not be a good day for the interviews as the Council has prior engagements on that morning and that they feel like the engineering interviews will need more time and more attention than what they would have on the 7th. The decision was then made to schedule the meeting on the 8th of January beginning with the first engineering firm interview with LaBella being at 9:30 – 11, discuss this firm from 11 - 12 and then break for lunch. Then interview WithersRavenel from at 1:30 – 3, discuss interview from 3 – 4 and come up with a recommendation/decision.

Shannon told the board that Council will need to make a choice on the 14th so it is important to get these interviews completed. He said that the chosen firm will need to know that we have deadlines and that they will have to be available to meet with DEQ on January 29th.

Shannon said that they could possibly have a contract ready on the 14th when they formally name the chosen firm. Kurt suggested asking the chosen firm on the 14th if they have a problem working out their three year contract while working on the 1st task.

Shannon told the board that council had a workshop with staff department heads reviewing department requests. He said that WR Martin was present and that two different division representatives from DEQ were in the audience. He said that the representative said that he was going to go back and let the state know that the Town is serious about working out some issues. DOT engaged after the meeting concerning Schnabel and the time frame of their project and they said that is within their timeframe. He said that they had very positive comments.

Kurt talked briefly about a letter concerning the QuakeWrap about the time that this work is designed for. He then told the board how they cleaned out the barrel/pin stock to white metal and how they have applied the first layer to keep it from rusting. He said that they are now in the process of applying the second level, 220, and what they have done so far is looking good. He said that he and David Arrowood are liking the work they are doing so far.

Shannon asked Kurt to update the board about the Butterfly Valve. Kurt told the board that Jason Beard and Chuck Miller with Brushy Mountain Builders will be meeting December 20th at 8 am, along with himself, David Arrowood and John Wilson. They will operate the valve full throat as much as they can while David Arrowood and Jimmy Tafoya, supervisor for FRP, watch the plate where it sits to be sure that the baffle plate doesn't interfere with the Weaco(?) seal. They need to be sure that the plate is free and not binding up. Jason Beard and Chuck Miller will be checking the butterfly valve as this is happening. Chuck Miller and John Wilson will be looking to see if there might be an intermediate repair to the old mechanism to operate temporarily.

Kurt also told the board that the person that recommended the QuakeWrap to him, Dr. Saunders, wants to see what they are doing down here. He said that one thing led to another, and now there will be two professors also coming from UNCC and others on Monday Dec. 30th. Kurt invited anyone on the board that might like to look at it to come down also. He said that this project may be out in magazines and that this would help become 1st of class.

Open Comments – none

Public Comments – none

Adjournment - There being no further business, Richard Glassen made a motion to adjourn, John Chapman seconded and the meeting adjourned at 3:40 p.m.

ATTEST

Linda Ward, Clerk

Wayne Hyatt, Chairman