

**NORTH COUNTY WATER & SEWER AUTHORITY
OCTOBER 24, 2018 ANNUAL MEETING MINUTES**

DATE: Wednesday, October 24, 2018

PLACE: Henderson Town Hall
Henderson, Maryland

BOARD MEMBERS

PRESENT: Sandy Cook, President (Mayor, Town of Henderson)
Helen Knotts, Vice President (Mayor, Town of Templeville)
Bill Knotts, (Member, Town of Templeville)
Wilbur Levengood, Secretary/Treasurer

OTHERS PRESENT: Beth Hussein, MRDC Town Planner Circuit Rider for Henderson
Leslie Grunden, Caroline County

Mayor Sandy Cook called the Meeting to Order at 6:00 p.m. Following the Pledge of Allegiance, a moment of silence was observed.

Helen Knotts made a Motion to approve the minutes of the July 25, 2018 Annual Meeting. Wilbur Levengood seconded the Motion. The Motion passed unanimously.

STATUS OF UPDATED REGIONAL WASTEWATER PER FOR NORTH COUNTY TOWNS

Leslie Grunden corrected information she gave at the July NCWSA meeting about the timeline for the update on the cost estimates of the original North County-Greensboro Preliminary Engineering Report (PER). She informed the members that the project will take approximately 12 months, not 6-8 months as she previously reported. A draft of the PER should be ready for review by the NCWSA annual meeting in June 2019.

REVIEW OF NCWSA BY-LAWS/MEETINGS SCHEDULE

Ms. Grunden reviewed the NCWSA By-Laws section, which establishes that quarterly meetings are to be held in March, June, September and December, with an annual meeting to be held in June. Ms. Grunden informed them that the meetings have shifted over the past 1-2 years to January, April, July and October. She added that this was likely due to the need to reschedule a meeting at some point in the past and the schedule had gradually shifted as a result.

The members discussed the need to move the regular meetings back to the months specifically indicated in the NCWSA By-Laws. After discussion of the availability of members to meet in December 2018, the members agreed to meet on January 31, 2019 and then resume the original meeting schedule in March 2019. The members instructed Ms. Grunden to set up the 2019 NCWSA meeting schedule accordingly and to email it the members, with a reminder that meetings will be held on Thursdays.

HENDERSON WATER SYSTEM UPDATE

Ms. Cook reported that construction of the new bathroom in the Town Hall is finished and that all three phases of the Henderson Water System upgrade project are now complete. She discussed the potential

for an additional phase to address issues with well #3 and will update members on progress at the next meeting.

NCWSA MEMBER COMMENTS

Templeville: Nothing to report.

Caroline County: Nothing to report.

Henderson: Nothing to report.

Marydel: Absent.

PUBLIC COMMENTS:

Beth Hussein, MRDC Circuit Rider Town Manager, thanked the members for including her in the meeting.

AGENDA ITEMS FOR NEXT MEETING:

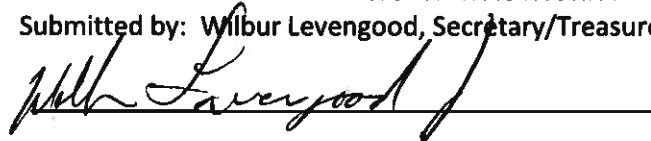
Items for the January 31, 2019 quarterly meeting include:

- Status of North County Wastewater System PER updated cost analysis
- Henderson Water System Update
- Updates from Members

At 6:55 p.m., on **Motion** by Ms. Knotts, **seconded** by Mr. Levengood and **unanimously approved**, the meeting was **adjourned**.

**NEXT MEETING:
THURSDAY, January 31, 2019
6:00 P.M.
HENDERSON TOWN HALL**

NORTH COUNTY WATER & SEWER AUTHORITY
Submitted by: Wilbur Levengood, Secretary/Treasurer



Minutes prepared by: Leslie Grunden