

PUBLIC WORKS COMMISSION
MEETING OF WEDNESDAY, MAY 9, 2018
8:30 A.M.

Present: Wade R. Fowler, Jr., Chairman
D. Ralph Huff, III, Vice-Chairman
Darsweil L. Rogers, Secretary
Evelyn O. Shaw, Treasurer

Others Present: David W. Trego, CEO/General Manager
Jay Reinstein, Assistant City Manager
Johnny Dawkins, City Council Liaison
Michael Boose, Cumberland County Liaison
Melissa Adams, Hope Mills Town Manager/Liaison
PWC Staff

Absent: Media

REGULAR BUSINESS

Chairman Wade R. Fowler, Jr., called the meeting of Wednesday, May 9, 2018, to order.

APPROVAL OF AGENDA

Upon motion by Commissioner Shaw and seconded by Commissioner Huff, the agenda was unanimously approved.

CONSENT ITEMS

Upon motion by Commissioner Rogers and seconded by Commissioner Shaw, the consent items were unanimously approved.

- A. Approve Minutes of meeting of April 25, 2018
- B. Approve bid recommendation to award bid for purchase of three (3) 833 KVA Single-Phase Regulators, PWC Stock No. 1-245-013 (with the option to purchase additional quantities within a one-year period upon the agreement of both parties) to Eaton-Cooper Power Systems C/O Anixter Inc., Apex, NC, the lowest responsive, responsible bidder in the total amount of \$105,411.00 and forward to City Council for approval. The 833 KVA Single-Phase Regulators are Electric Inventory items.

Bids were received on April 24, 2018, as follows:

<u>Bidders</u>	<u>Total Cost</u>
Eaton-Cooper Power Systems C/O Anixter Inc., Apex, NC	\$105,411.00

Siemens Industry C/O National Transformer Sales, Raleigh, NC \$117,000.00

Comments: Bids were solicited from five (5) vendors with two (2) vendors responding. These regulators are a regularly stocked electric inventory items last purchased in April 2013 at a cost of \$41,747 each. The current bid price for this award recommendation is \$35,137 each and reflects current market pricing. **Local Participation:** There are no known vendors with manufacturing capability for this specific item.

- C. Approve bid recommendation to award the contract for the construction of the Waterworks Substation Utility Bridge Wash-out Bank Restoration to ES&J Enterprises, Autryville, NC, the lowest responsive, responsible bidder in the total amount \$671,000.00 and forward to City Council for approval. The Waterworks Substation Utility Bridge Wash-out Bank Restoration is a budget item in EL-NB CPR1000342 - \$671,000 is available for this project.

Bids were received on March 20, 2018, as follows:

<u>Bidders</u>	<u>Total Cost</u>
ES&J Enterprises, Autryville, NC	\$ 671,000.00
TA Loving, Goldsboro, NC	\$2,238,000.00

COMMENTS: The purpose of this project is to repair the existing utility bridge and install/repair slope erosion control measures at the PWC Waterworks Substation which was severely damaged by Hurricane Matthew. This project was advertised twice due to receiving an insufficient number of bids on the first advertisement. The lowest responsive, responsible bidder is recommended. **SDBE:** ES&J Enterprises is a Women-Owned Business. **Local:** While ES&J Enterprises is a Women-Owned business they are located in Autryville, NC

- D. Approve staff recommendation to amend a previous recommendation that the Fayetteville Public Works Commission request that the City of Fayetteville terminate and abandon or otherwise convey or reconvey to Barbara M. Johnson by any legal means a 20 foot wide permanent utility easement granted by Barbara M. Johnson, unmarried, to the City for the benefit of the Fayetteville Public Works Commission and described in Book 10121, Page 537, Cumberland County Registry. The utility easement is no longer needed by the Fayetteville Public Works Commission since planned sewer lines have been rerouted.

END OF CONSENT

RESOLUTION HONORING TERRY POWELL FOR FIFTY ONE YEARS, EIGHT MONTHS OF SERVICE TO THE FAYETTEVILLE PUBLIC WORKS COMMISSION

Presented by: David W. Trego, CEO/General Manager

Mr. Trego stated Terry Powell has already retired but he did not want any special recognition. Mr. Trego stated with a career that spans over 50 years recognition is deserved. He stated Terry Powell has seen many changes within PWC and by working in the Electric Construction Department as a front line supervisor he has touched the lives of countless customers by keeping the lights on.

Mr. Trego read to the aforementioned resolution to the Commission, requesting that it be approved and signed by all the Commissioners and that May 9th be declared as Terry Powell Day at the Fayetteville Public Works Commission. See Page _____ of Minutes.

Upon motion by Commissioner Huff, seconded by Commissioner Rogers and unanimously approved, the Resolution Honoring Terry Powell for Fifty One Years, Eight Months of Service to the Fayetteville Public Works Commission was adopted and signed by all Commissioners.

**CONSIDERATION OF EXTENDING THE CURRENT FLEET AGREEMENT
BETWEEN FAYETTEVILLE PUBLIC WORKS COMMISSION AND THE CITY OF
FAYETTEVILLE BEYOND JUNE 30, 2018**

Requested by: Wade R. Fowler, PWC Chairman

Chairman Fowler stated last year PWC formally gave notice to the City that PWC was ending the 2005 Fleet Agreement. PWC stated this was done to determine how to handle Fleet going forward. We are rapidly approaching the one year point. The process of finding the options will take a little more time than we allotted and will require an extension of our agreement.

Chairman Fowler stated we received a letter from Mayor Colvin requesting an extension to the current Fleet Agreement on a month to month basis up to one year. Chairman Fowler stated the City has operated in excellent faith. Jay Reinstein has done an outstanding job in garnering RFPs. Chairman Fowler stated we should agree to this request and to continue to help support the interests of the City.

Mr. Trego gave a brief update. He stated at this point He, Susan Fritzen, Rhonda Haskins and their staffs are charged with making the determination to see if PWC can provide the Fleet maintenance services at or below market rates (based on the top three bids as determined by the City evaluation). Previously we did not know what market rates were, but now the City has chosen its top three bids and we are tasked with comparisons to see if we can meet the threshold as stated in the charter. Mr. Trego stated the biggest hurdle for us is we have a facility that needs to be upgraded and there is a considerable capital investment. We will include the recovery of the capital investment in our model. Our current timeline is to have that review by the end of the month.

Mr. Reinstein stated they will have interviews with the three vendors on May 22 and May 23. The City Staff will then have an update to Council by June 3rd. They will then wait to receive direction from Council.

Mr. Trego stated if PWC cannot provide the service at or below market rate then the decision is made for them by the Charter. If they can provide the service at or below the market rate then the decision is in the hands of the PWC Board of Commissions and the City Council. He stated if we find out we will not continue to perform the operation then we will enter into a transition agreement. If the decision is we will keep all or a portion of the maintenance service we will enter into a new agreement.

Mr. Trego stated we will budget Fleet for the entire year and then make a budget amendment if we find we will not continue to perform the service for the City.

Chairman Fowler explained to Council Liaison Dawkins, the history of the Fleet Maintenance Agreement or lack of a new agreement with the City. He also stated that Jay Reinstein, Assistant City Manager has done a tremendous job in getting us to this point and the brink of a resolution.

Upon motion by Commissioner Huff, seconded by Commission Rogers and unanimously approved the Commission agreed to extend the current 2005 Fleet Maintenance Agreement on a month to month basis, beginning July 1, 2018 until June 30, 2019.

UPDATE ON HURRICANE MATTHEW INSURANCE/FEMA

Presented by: Ike Copeland, Director of Legal/Risk Management

Ike Copeland, Director of Legal/Risk Management stated many times once you go through a hurricane and get the lights back on you forget everyone who helped to get you through. He thanked Mr. Trego for his leadership. He helped to guide staff through a very uncertain time. Ms. Haskins, in her capacity for helping staff migrate through very complex financial issues, across multiple divisions and multiple agencies; and Ray Jackson, the Environmental Compliance/Emergency Management Manager, who has been the details; nuts and bolts person to help to get things going and helping them stay on track. He stated Mick Noland's group was very patient through the process as they were the division that had the most losses.

Mr. Copeland stated Hurricane Matthew hit Fayetteville on October 7 thru October 9, 2016. It started as a category four. Most hurricanes are a wind event, but this one was a flood event. Mr. Copeland stated we had three types of impacts (operational, financial, and insurance) he will discuss.

Operational Impact

Mr. Copeland stated we had extensive system damage as a result of historic flooding. We have experienced reduced use/restrictive use of some facilities. He went on to state Water Resources was impacted more than Electric Systems. Mr. Copeland responded to questions from Commissioners.

Mr. Copeland stated six facilities suffered 'major' damage with 41 different damage incidents. Major damage would include any facility which suffered a total loss or over \$500,000.00 in damage. He stated most repairs are in the process with some of the major repairs in the design phase. Mr. Copeland pointed out when we suffered losses so did other municipalities. If our damage was \$1 Million and Houston was \$5 Million, contractors would tend to migrate there as opposed to bid on our projects.

Financial Impact

Mr. Copeland stated we sustained an estimated \$10.1 million in damages. We had increased insurance rates (which include direct and indirect costs). We had \$6.7 million in insurance losses. These are recoverable opportunities to submit claims and get recoveries back. We also had \$3.3 million in FEMA losses. Mr. Copeland stated FEMA comes with a rough

connotation, but for us it was a positive experience. We teamed up with FEMA and we have them room in our suite and they were here for approximately a year. We worked very well with them as well as the other agencies.

We also had an estimated \$100k in uncovered losses. These are losses that neither FEMA nor other insurances will recognize. He stated it is less than 1%, which is unheard of. He stated for some of the FEMA losses, once they pay for it one time, we will have to purchase insurance for the facility the next time.

Mr. Trego attributed PWC's very low uncovered loss rate to Mr. Copeland. He stated as PWC was entering into the event and setting up the accounts, Ike Copeland made sure we had the paperwork in place and had the proper approvals.

Insurance Impact

Mr. Copeland stated we switched carriers on May 1, 2016, so they had not been on our account very long. Their math equation did not work in their favor. We went for renewal the first year after the event and the renewal process was quite rough.

The additional requirements included the following:

- Mandatory Property Valuation
- Underground/Foundation Value Assessments
- Engineering Controls implemented to risk exposures
- Pre-Storm baseline inspections required annually
- Rates increased from 8.4/1000 to 8.8/1000 (this is a composite number)
- Values appraised at \$788mil up from \$570mil (FY17)
- Premium increased to \$698k up from \$522k

Mr. Copeland responded to questions/comments from Commissioners. Commissioner Huff asked if we are making changes based on a 5 inch rainfall or a 20 inch rainfall. Mr. Copeland stated we are doing both. We also completed a site assessment. Mr. Trego stated you have a one-time opportunity to try to work with them and receive mitigation dollars. We are using a lot of the FEMA dollars to do a mitigation to minimize future impacts should we have another 1,000 year flood. Additional discussion ensued.

Recovery Summary

- 99% of financial losses will be 100% recovered. Mr. Copeland stated we had 41 projects and 75% of the projects are 100% complete; 25% are in process.
- Insurance payments will exceed premiums paid over the last 20 years
- All repairs should be complete by 2019. There are deadlines from FEMA as well as from the insurance companies and we will meet the deadlines.

	Insurance	FEMA	Total
2017	\$800,000	\$1.3mil	\$2.1mil
2018	\$1.2mil	\$1.5mil	\$2.7mil
2019	\$4.7mil	\$.5mil	\$5.3mil

Mr. Copeland also stated that insurance companies pay upfront. FEMA requires you to expend the money first and then be reimbursed.

Commissioner Rogers asked if PWC has self-insurance on our properties. Mr. Copeland stated if you define self-insurance as a deductible then it is \$100,000. There are uncovered items which we self-insure. Mr. Copeland stated if an asset is less than \$300,000, we do not insure it, we self-insure it.

3rd QUARTER FINANCIAL RECAP (THRU MARCH 2018) – (Goal #1)

Presented by: Rhonda Haskins, Interim Chief Financial Officer
Brenda Brown, Controller

Ms. Haskins stated that Brenda Brown, Controller will give the 3rd Quarter Financial Recap, through March 2018.

Ms. Brown stated Electric Sales are up 5.7%. Power Supply is up 2.9%, this does not include Coal Ash. Electric G&A Expenses are up 10.7%. Water Sales are up 7.4%. Waste Water Sales are up 7.6%. Net Bad Debts are just over 0.3%. Days Cash Reserve is 150.4 days.

Electric Sales increased 5.7% (this quarter includes January and February in which we had unseasonably cold weather). Mr. Trego noted the power supply increase. He stated Duke bills us on a basis of a pre year estimate of their costs. Natural Gas prices went up during the January and February timeframe. Duke will complete a true-up at those costs will not be seen until this time next year.

Ms. Brown stated the G&A expenses are down 10.7 percent. Medical costs have decreased due to medical claims, also contractual expenses have decreased. City Transfer/PILOT/ED has increased 4.1%. Discussion ensued.

Ms. Brown summarized the Budget to Actual to Previous Totals, noting the decrease in the Aid to Construction and Grants. She stated we anticipated receiving more federal grant money. It is on a reimbursement basis. We have to spend it before we receive it. Ms. Haskins stated there was also DOT money which was anticipated for the Raeford Road project is in there. Staff responded to questions from the Commissioners.

For Electric Power Purchased - Ms. Brown stated we were on a steady decline from 2015 thru 2017. Our purchased power costs increased in 2018 due to the unseasonably cold weather. She stated our cost per MWh is \$70.849.

Electric Power Costs is \$103.6M thru the 3rd Quarter. She noted the Coal Ash Cost was \$5.2M.

Margin for Electric Fund, including our Coal Ash Cost the Margin as a Percent of Total Sales is basically the same at 33.1%. If we excluded Coal Ash it would be 38.8% increase. It decreased from last year by 1.0%.

The water and waste water sales increased by 7.4% over last year and 8.3% compared to 2015. Waste water sales increased 7.6% over last year and 15.0% compared to 2015. Ms. Brown stated the increase is due to the rate increase for the full year.

Ms. Brown stated the water volume sales have been rather stable with 6.1m gallons sold thru the 3rd quarter.

For the Water and Waste Water Budget to Actual and Previous Comparison, Ms. Brown stated for the Total Operating Expenses we budgeted for contractual services for chemicals, systems and temporary personnel that came in under budget. For Assessments, Aid, Grants and Transfers include an assessment roll we did not budget for this year. Staff responded to questions from Commissioners.

Ms. Brown detailed the Water Margin Report, margin as a percent of total sales have increased slightly due to an increase in the sale of water as well as an increase in plant production. Wastewater has had an increase in sales and a decrease in plant treatment costs.

Fleet Maintenance Fund - Ms. Brown stated has remained consistent with 75% services to the City and 25% services to PWC. Operating expenses have remained consistent, with a slight decrease of 1.4%. Total operating expense compared to budget is due to a vacancy in personnel services, along with additional repair costs which were budgeted but will be expensed in the next quarter. Staff responded to questions from Commissioners and Council Liaison.

Capital and Debt Service - Ms. Brown noted our actual capital expenditures \$17.2M are lower than budgeted \$36.6M. Ms. Brown stated some projects are in the bid process and once they are approved we will begin to spend some of those funds. Mr. Rynne stated there are about \$3.1 Million attributed to NCDOT projects that they have not gone forth with. We have about \$2M in community solar which we have not executed the purchase of equipment and about \$2M in trucks that have not been delivered yet. Staff went on to explain other variances in the budget to actual.

We are in line with our interest expense for both the electric and water, based on our budget.

Electric & Water Bad Debt - Ms. Brown stated our year to date bad debt is .33%. She stated this is due to our great collections by two employees and also how our system handles late payments and how it sends cues out to staff so we can work them. It is below 2014 levels. Mr. Trego stated Customer Service and Risk Management worked very well with our customers during the January and February timeframe. The Commission gave staff the

ability to make extended arrangements to help customers keep their services on. Mr. Grice stated they work with the customers and most customers they gave the extended arrangements paid as promised.

Our Days Cash Reserves target is 120 days. Our current Days Reserves is 150.4 collectively for electric and water. The increase over last year is due to an increase in revenues; a decrease in capital expenditures and expenditures overall. Ms. Haskins reiterated there were several vehicles in the \$1M range that have not come in yet along with approximately \$5M in power costs that we anticipate Duke will bill next year. There will also be charges from DOT we anticipate being billed (approximately \$5-6M).

UPDATE ON INFRASTRUCTURE REPLACEMENT PRIORITIZATION

Presented by: Mick Noland, Chief Operations Officer, Water Resources
Jon Rynne, Chief Operations Officer, Electric Systems

Mr. Rynne, Chief Operations Officer of the Electric Division, stated in the Electric Division they prioritize based on the equipment and systems that have the highest impact on serving customers. He stated they begin with the 230kV systems. They look at the pieces of equipment that have the largest impact should they fail on the system. For us it is the 230kV to the 66kV auto transformers. He went on to enumerate the other equipment which included circuit breakers, switches and protective relaying schemes that are maintained.

He also detailed the other systems which include the distribution substations and power transformers. In their Capital Improvement Plan they are systematically looking at the condition, age and assessing the transformers to see when they need to maintain or replace them. He stated it takes a year or more from when they order replacements to when they receive them. He stated the circuit breakers which protect the units and control the sub-transmission units we use, they are also critical.

Below are the equipment and systems the Electric Division maintains. Mr. Rynne stated the division has a CIP Plan in place to maintain and replace the units as needed.

Three 230 kV to 66 kV Points of Delivery from Duke Energy Progress

- 230 kV to 66kV Autotransformers
- 230 kV Circuit Breakers and Switches
- Protective Relaying

Thirty-two 66 kV to 25 or 15 kV Distribution Substations

- 66 kV to 25, 15 kV Power Transformers
- 66 kV Circuit Breakers, Circuit Switchers and Switches
- 25,15 kV Circuit Breakers and Switches
- 66 kV, 25 kV and 15 kV Protective Relaying

Butler Warner Generation Plant

- Generator and Boiler Starts dictate predicted maintenance and replacement needs
- In depth evaluations of these systems are underway

66 kV Overhead Transmission System.

- The Electric Division is assessing their transmission poles. They were wood poles and are now being transitioned to steel poles. The wood poles are tested to determine their condition and they are transitioned out based on their condition. There is a 30 year cycle to replace all of the transmission poles.

- Transmission Switches – The technology improves and old switches need to be replaced. These switches were hand operated and now they are automated.
- Transmission Relaying - Ensure these relaying devices are working properly and there are no nuisance outages.

Underground Distribution

- Underground Cable – Replacing more underground cable and inspecting the pad mount transformers switchgear and tap cabinets so we can get ahead of the outages and failures on the underground systems. Once they fail, they fail over and over again. It is the nature of an underground system.

Overhead Distribution

Poles, conductors, reclosers and switches are inspected to determine their condition. We have a huge volume of overhead distribution and it takes great effort to keep up with the system.

Discussion ensued regarding the wood poles and testing methods.

Transmission/Distribution and Substation Equipment are tracked, monitored through work order management system and through Cascade. This system calculates the health of substation equipment. Maintenance is scheduled based on time cycles, testing results. This scheduled maintenance includes batteries, breakers, relays and oil testing.

Mr. Rynne went on to delineate the system assessments and planned improvements, which include:

Overhead Transmission, particularly poles, evaluated through a system-wide assessment. Since FY12, we have had a systematic replacement plan of steel poles in CIP.

Underground Distribution equipment identified as critical replacement element in the CIP

- Testing of Underground Cable to prioritize –Previously used time and fault based
- Pad Mounted equipment visually inspected and prioritized

Overhead Distribution equipment assessed through system area inspection of poles, cross arms, insulators, and conductor

- Repair and replacement prioritized from results. PWC contractor continuously performing these inspections.

Capital Improvement Plan (CIP)

Replace aged substation transformers and equipment

- FY 2019 – Fenix II substation rebuild

Replace Transmission Poles

- FY 2019 – Raeford Road – 72 poles
- Continued replacement of poles based on condition assessment average 100 poles per FY

Underground Cable replacement

- Condition assessment through testing and inspection in FY19
- Replacement of known bad actors accelerated

Overhead system improvements

- Condition based pole replacements, NESC Code violation mitigations

Installation of Reclosing devices with Automation capabilities to improve system reliability in FY19

Mick Noland, Chief Operations Officer, Water Resources Division, discussed the assets of the Water Resources Division and efforts to identify and rehabilitate facilities and equipment. He emphasized they have horizontal and vertical assets. The horizontal assets are the most challenging, which are the water mains and sewer lines that are lying underground. It is difficult to test these assets. He stated for the vertical assets are the two Water Reclamation Facilities and two Water Treatment Facilities. We have similar programs and at the lift stations where we do preventative maintenance and predictive maintenance we are trying to extend the life of the pumps, motors and controls. We also do oil sampling analysis to extend the life of the asset.

He stated the two we have the biggest challenge with are the sewer mains (1300 miles) and water mains (over 1400 miles) which can't be seen. We also have four water booster pump stations which have to be served with boosted pressure. He stated we also have six elevated storage tanks and one ground storage tank. He stated the asset value over \$750 M.

Mr. Noland went on to detail the other assets on the distribution side which include the Water Distribution System, the Sewer Collection System, the Plants, Lift Stations, and in the Booster Stations.

Mr. Noland stated one of the reasons the CIP expenditures are down is because it is very time consuming to get the permits and designs completed when installing intake screens in the middle of the Cape Fear River. He stated there many challenges when you attempt to get some of the work done.

Mr. Noland also discussed the Comprehensive Replacement/Rehabilitation Program for the water, sewer, manhole, laterals and lift stations. He also discussed the NCDOT projects, capital projects and the GIS System which catalogs the assets.

Mr. Noland discussed the hydraulic models for the water and sewer systems; Inspections, which included CCTV inspections and smoke testing; pipe samples; hydrant flow tests and manhole inspections. Preventative Maintenance on lift stations and plant pumps were also discussed. The Asset Management Plan was discussed, which included the Risk Assessment Pilot Project (underway). He stated the initial plans are completed and staff is developing procedures, processes for collecting, storing and using the resulting data. Discussion ensued regarding water pressure in the fire hydrants.

GENERAL MANAGER REPORT

David Trego, PWC CEO/General Manager stated our annual water quality report is on our website.

He also commented on the Building Business Rally which will be on May 22nd and mentioned the initiatives we have in place regarding it. He stated we have 73 contractors already signed up to attend. Commissioner Fowler stated the Mayor's Association met and passed a proclamation in support of the BBR. They were very pleased we are doing this.

Commissioner Rogers stated Mayor Colvin, Chairman Lancaster, Mayor Warner and Mayor Dobbs have also prepared proclamations. Ms. Justice-Hinson stated we will be in the Fayetteville Observer and Fayetteville Press. Commissioner Fowler thanked Lexi Hasapis for the great work she has done on behalf of the BBR.

Council Liaison Dawkins Comments:

Council Member Dawkins inquired about the request regarding the solar field. Mr. Rynne stated the issue has been resolved.

He also mentioned the issue regarding the transformer. Mr. Trego summarized the issues we have had regarding the permits with CSX. Discussion ensued.

REPORTS AND INFORMATION

The Commission acknowledges receipt of the following reports and information.

- A. Monthly Cash Flow Report – March 2018
- B. Recap of Uncollectible Accounts – March 2018
- C. Investment Report – March 2018
- D. Purchase Orders – March 2018
- E. Personnel Report – April 2018
- F. Position Vacancies
- G. Approved N.C. Department of Transportation Encroachment Agreement(s):
 - Encr. #18282 – install of underground 25kV elec. conduit duct system @ I-295 & SR 1400 (Cliffdale Road Interchange)
 - Encr. #18637 – install of 12” C-900 water main @ SR2245 & SR2239
- H. Approved Railroad Encroachment Agreement(s):
 - Encr# 18277 – Overhead Electric Crossings
 - Encr# 18278 – Overhead Electric Crossings
 - Encr# 18279 – Overhead Electric Crossings
 - Encr# 18280 – Overhead Electric Crossings
 - Encr# 18281 – Overhead Electric Crossings
- I. Actions by City Council during meeting of April 23, 2018, related to PWC:
 - Approved Bid Recommendation – Tubular Steel Poles
 - Adopted Budget Ordinance Amendment 2018-23 for PWC Assessments
- J. Financial Statement Recaps
 - Electric
 - Water/Wastewater
 - Fleet Maintenance Service Fund

CLOSED SESSION PERSUANT TO N.C.G.S. 143-318.11(9) TO DISCUSS AND TAKE ACTION REGARDING PLANS TO PROTECT PUBLIC SAFETY AS IT RELATES TO EXISTING OR POTENTIAL TERRORIST ACTIVITY AND TO RECEIVE BRIEFINGS BY STAFF MEMBERS, LEGAL COUNSEL, OR LAW ENFORCEMENT OR EMERGENCY SERVICE OFFICIALS CONCERNING ACTIONS TAKEN OR TO BE TAKEN TO RESPOND TO SUCH ACTIVITY

Commissioner Rogers motioned to go into closed session pursuant to N.C.G.S. 143-318.11(9); motion was seconded by Commissioner Shaw and unanimously approved at 10:18 a.m.

Upon motion by Commissioner Rogers, seconded by Commissioner Shaw and unanimously approved, the Commission returned to open session at 10:54 a.m.

ADJOURNMENT

There being no further business, upon motion by Commissioner Rogers, seconded by Commissioner Shaw and unanimously approved, the meeting was adjourned at 10:55 a.m.