

**PASQUOTANK COUNTY, NORTH CAROLINA
MAY 29, 2012**

The Pasquotank County Board of Commissioners met today in a budget work session on Tuesday, May 29, 2012 in the Community Room at the W.C. Witherspoon Memorial Library.

MEMBERS PRESENT:

Lloyd E. Griffin, III, Chairman
Jeff Dixon, Vice-Chairman
Bill Trueblood
Cecil Perry
Dr. William R. Sterritt
Gary G. White
Joseph S. Winslow, Jr.

MEMBERS ABSENT: None

OTHERS PRESENT:

Randy Keaton, County Manager
Rodney Bunch, Assistant County Manager
R. Michael Cox, County Attorney
Sheri Small, Finance Officer
Karen Jennings, Clerk to the Board

The work session was called to order at 12:00 PM by Chairman Lloyd Griffin.

1. **REQUEST FOR AUTOMATIC PERMEATE FLUSH SYSTEM FOR RO PLANT:**
Chairman Griffin called on Water Superintendent John Gregory to update the Board on a problem that has come up at the RO plant that needs to be addressed. Mr. Gregory reported that when the RO skids were initially installed the rejection rate was at 98% which is the normal rejection rate. Since then the rejection rate has declined to 97.6%. Mr. Gregory said the membrane replacement is the most expensive part of the RO operation and the Water Department wants to be cautious and stop this decline in the rejection rate. He explained that the water for the RO plant is on the borderline of salt/brackish content and when the RO trains were designed, they were designed without an automatic permeate operation at the end of a running cycle. He said one of the problems that staff noticed early on was that when everything was shut down, a gurgling sound could be heard in the membranes. He stated that Harm RO has indicated that an osmosis reaction is occurring whereby the salt water on the outside of the membranes is trying to get to the permeate or finish water inside the membranes. He said this is a natural process and in order to stop it, it will be necessary to pump permeate into the place of the raw water so this cannot occur. This can either be done manually or automatically and if it is done automatically it should be a fairly seamless process, while if it is done manually, one mistake could damage the membranes. To do it automatically will require the purchase of automatic valves and computer programming. The county would supply the electrical apparatus which will result in some additional costs. Mr. Gregory said the contract with Harm to automatically put permeate on both sides of the membranes at the end of a running cycle will cost \$17,500. He stated that Harm feels this will stop the degrading of the membranes. Commissioner Trueblood stated that the county needs to do whatever it takes to protect the membranes. Mr. Gregory added that the reason Harm did not price this originally is that the water was borderline brackish and they did not want to put in this additional equipment if they didn't have to. He said he would recommend that the Board approve the purchase of this automatic permeate flush system.

Chairman Griffin asked that an amendment to the agenda be approved to allow the Board to consider this change for automatic permeate intrusion for the RO Plant.

Motion was made by Bill Trueblood, seconded by Joe Winslow to amend the agenda for today's meeting to add consideration of an upgrade for the RO trains and to discuss an issue at the Albemarle District Jail lift station. The motion carried unanimously.

Motion was made by Bill Trueblood, seconded by Joe Winslow to approve a change order with Harm RO to install an automatic permeate flush system for the RO trains at the RO Plant at a cost of \$17,500 with the funds to come from contingency. The motion carried unanimously.


2. LIFT STATION AT ALBEMARLE DISTRICT JAIL:

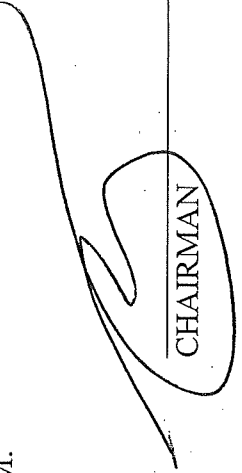
Mr. Gregory explained to the Board a problem with the sewer lift station at Albemarle District Jail. He said that trash and condiment wrappers are going through the bar screen and into the wet well at the lift station and binding up the motors. He stated that when the motors get bound up they draw more electricity. He said he has spoken with the maintenance director at Albemarle District Jail to try to solve this problem. He said there is not enough room in the wet well to put a basket in the lift station to collect the trash and he and the jail maintenance director plan to put a screen basket on top of the bar screen. He added that the jail's problem is manpower because the basket will need to be cleaned several times a day to prevent the basket from being stopped up and wastewater from overflowing onto the ground which would be a violation of the county's permit. He stated that the jail does not have sufficient personnel to clean the basket more than one or two times a day. Mr. Gregory noted that he just wanted to make the Board aware of this problem.

3. BUDGET WORK SESSION:

The Board discussed the 2012-13 county budget and reviewed the Public Buildings, Central Communications, Emergency Management, and Soil & Water Conservation budget requests in the General Fund. The County Manager reviewed the projected revenues for 2012-13. He explained that currently the projected expenditures exceed the projected revenues by \$550,284. It was noted that a 2¢ ad valorem tax increase would fund the difference since 1¢ in ad valorem taxes is equivalent to \$321,000. Members of the Board expressed their thoughts about a tax increase and discussed possible budget cuts. It was requested that the County Manager determine what cuts can be made in the budget in order to avoid a tax increase. The Board will continue its budget work session on Friday, June 1 at 10:00 AM.

Motion was made by Gary White, seconded by Bill Trueblood to recess today's meeting until Friday, June 1 at 10:00 AM. The motion carried unanimously and the meeting was recessed at 2:25 PM.


CLERK TO THE BOARD


CHAIRMAN