

GREENVILLE UTILITIES COMMISSION
GREENVILLE, NORTH CAROLINA

Thursday, July 17, 2025

The Board of Commissioners of the Greenville Utilities Commission met in the Greenville Utilities Board Room in regular session at 12:00 noon with the following members, and others present, and Chair-Elect Garner presiding.

Commission Board Members Present:

Mark Garner
Ferrell L. Blount III
Justin Fuller
Dr. Bob Shaw

Michael Cowin
Dr. Wanda D. Carr
Dillon Godley
Simon Swain

Commission Staff Present:

Tony Cannon, General Manager/CEO
Chris Padgett
Jeff McCauley
Phil Dixon
Anthony Miller
John Worrell
David Springer
Ken Wade
Andy Anderson
Scott Mullis
Steve Hawley
Richie Shreves
Scott Farmer
Amy Wade
Durk Tyson
Todd Cannon
Colleen Sicley

Paige Wallace
Lou Norris
Kathy Howard
Jacob Swink
Tyler Haislip
Lena Previll
Jessica Hardy
Julius Patrick
Kelly Smith

Others Attending:

Ginger Livingston, The Daily Reflector; Les Robinson, City Liaison; Peter Geiger, Former GUC Commissioner; Ben James and Katie Wagner, City of Greenville Interns; Zack Cash, Citizen; and Drew Ligon, Citizen.

Chair-Elect Garner called the meeting to order. Secretary Blount ascertained that a quorum was present.

Director of Water Resources David Springer welcomed Zack Cash. He is the grandson of former Director of Water Resources Mr. Randy Emory. Mr. Cash is shadowing in the Water Resources Department this week.

City Manager/Commissioner Michael Cowin welcomed two city interns, Ben James and Katie Wagner, to the meeting. They are both working on special projects in the City Manager's Office.

ACCEPTANCE OF THE AGENDA

A motion was made by Dr. Carr, seconded by Mr. Fuller to accept the agenda as presented. The motion carried unanimously.

SAFETY BRIEF

Ms. Kelly Smith, Safety Culture Specialist, provided a safety brief and explained the plan of action should there be an emergency at today's meeting. Ms. Smith shared tips about heat safety.

INTRODUCTION OF NEW COMMISSIONERS – SIMON SWAIN & DR. BOB SHAW

Chair-Elect Garner introduced Mr. Simon Swain and Dr. Bob Shaw as new GUC Board of Commissioners. Mr. Swain has lived in Greenville for 41 years and is retired, having been a manager for Dupont and working as an Information Technology Professional. Dr. Shaw has lived in Greenville for 44 years and is a retired Pulmonary Critical Care Doctor, and he also taught at East Carolina University and Pitt Community College.

RECOGNITION OF SERVICE AS COMMISSIONER-PETER GEIGER

Chair-Elect Garner recognized Peter Geiger for his service as commissioner from 2019-2025, and for serving as Chair from 2023-2024. He provided highlights of GUC accomplishments during his tenure.

Mr. Geiger commented that it was a privilege to have the opportunity to serve on the Board, and to be able to give back the community in so many ways.

RECOGNITION OF 2024 ELECTRICITIES MUNICIPAL ELECTRIC SAFETY AWARD

Mr. John Worrell, Director of Electric Systems, announced that GUC was recently awarded the ElectriCities Municipal Electric Safety Award, and introduced Electric Distribution Engineer Jacob Swink to provide details about the award.

Mr. Swink stated that ElectriCities recognizes a member utility every year for their excellence in safety. During the calendar year of 2024, GUC Electric Department had no lost workday injuries. Mr. Swink expressed his gratitude to GUC and the 145 Electric employees' commitment to safety.

RECOGNITION OF PUBLIC POWER ASSOCIATION'S CAPSTONE PROJECT CERTIFICATION (Advanced Research on Leadership Principles and Building High-Performing Teams) Jacob Swink, Electric Distribution Engineer

Mr. Worrell recognized Mr. Jacob Swink for completing the American Public Power Association's Capstone Project Certification program. The program is designed to help new managers develop employee skills, as well as develop their own skills. Mr. Worrell stated those skills are critical to GUC's organizational performance, employee development and retention, and leadership growth. Mr. Swink is the second GUC employee to complete this certification alongside Mr. Chris Padgett, Assistant General Manager/Chief Administrative Officer, who completed the program several years ago.

CONSENT AGENDA

Mr. Cannon presented the following items for approval on the consent agenda:

(Agenda Item 1) Approval of Minutes – Regular Meeting: June 12, 2025

A motion was made by Mr. Cowin, seconded by Dr. Carr to approve the consent agenda as presented. The motion carried unanimously.

ELECTION OF OFFICERS (Agenda Item 2)

Mr. Cannon announced that GUC's Bylaws indicate that the election of officers is to be conducted on the first regular meeting after July 1 of each year. The officers of the Commission shall be the Chair, Chair-Elect and Secretary for a term of one year. Mr. Cannon presided and opened the floor for nominations.

Mr. Cowin nominated a slate of officers to include Mark Garner as Chair, Ferrell L. Blount III as Chair-Elect, and Dr. Wanda Carr as Secretary. Mr. Cannon asked if there were any other nominations from the floor and there were none. A motion was made by Mr. Cowin, seconded by Mr. Godley, to close the nominations and to elect by acclamation Mark Garner as Chair, Ferrell L. Blount III as Chair-Elect, and Dr. Wanda Carr as Secretary. The motion carried unanimously.

The meeting was turned over to Chair Garner.

Mr. Cannon stated it is also appropriate at this time to reappoint the Executive Secretary and the Assistant Executive Secretary. A motion was made by Mr. Godley, seconded by Dr. Carr to reappoint Amy Wade as Executive Secretary and Lou Norris as Assistant Executive Secretary. The motion carried unanimously.

REVIEW OF MONTHLY FINANCIAL STATEMENT – JUNE 30,2025 (Preliminary) and May 31, 2025 (Agenda Item 3):

Key financial metrics for the combined funds for the period ending June 2025:

Operating Cash	\$89,793,971	Days of Cash on Hand	128
Less Current Liabilities	<u>(\$30,777,413)</u>		
Fund Balance	\$59,016,558	Days of Cash on Hand After Liabilities	84

Fund Balance Available for Appropriation: 19.5%

Average Investment Yield: 3.66%

Fund Equity/Deficit Before Transfers

	Current Month			Year to Date		
	Actual	Budget	Last Year	Actual	Budget	Last Year
Electric	\$612,720	\$652,595	(\$850,792)	(\$811,044)	(\$5,107,923)	(\$3,988,255)
Water	\$245,436	\$207,960	\$322,624	\$1,937,267	\$1,110,821	\$2,683,786
Sewer	(\$196,000)	\$299,667	(\$600,182)	\$1,636,147	\$726,101	\$1,695,350
Gas	(\$92,634)	\$465,491	(\$637,776)	\$4,719,406	\$1,341,048	\$4,226,380
Combined	\$569,522	\$1,625,713	(\$1,766,126)	\$7,481,776	(\$1,929,953)	\$4,617,261

Fund Equity/Deficit After Transfers

	Current Month			Year to Date		
	Actual	Budget	Last Year	Actual	Budget	Last Year
Electric	\$612,720	\$1,152,595	(\$855,822)	\$3,188,956	\$892,077	\$311,745
Water	\$245,436	\$128,793	(\$142,386)	\$1,087,267	\$110,821	\$683,786
Sewer	(\$196,000)	\$258,000	(\$915,192)	\$1,286,147	\$26,101	\$495,350
Gas	(\$92,634)	\$315,491	(\$2,502,786)	\$3,219,406	\$41,048	\$926,380
Combined	\$569,522	\$1,854,879	(\$4,416,186)	\$8,781,776	\$1,070,047	\$2,417,261

Key financial metrics for the combined funds for the period ending May 2025:

Operating Cash	\$88,979,010	Days of Cash on Hand	128
Less Current Liabilities	<u>(\$24,491,625)</u>		
Fund Balance	\$64,487,385	Days of Cash on Hand After Liabilities	93

Fund Balance Available for Appropriation: 21.8%

Average Investment Yield: 3.43%

Fund Equity/Deficit Before Transfers						
	Current Month			Year to Date		
	Actual	Budget	Last Year	Actual	Budget	Last Year
				(\$1,423,764)		
Electric	\$171,410	(\$824,251)	\$99,710		(\$6,625,494)	(\$3,137,463)
Water	\$162,573	(\$276,927)	\$430,145	\$1,691,831	\$813,736	\$2,361,162
Sewer	(\$224,335)	(\$275,256)	\$267,216	\$1,832,147	\$240,199	\$2,295,532
Gas	(\$632,753)	(\$96,092)	(\$48,576)	\$4,812,040	\$1,351,454	\$4,864,156
Combined	(\$523,105)	(\$1,472,526)	\$748,495	\$6,912,254	(\$4,220,105)	\$6,383,387

Fund Equity/Deficit After Transfers						
	Current Month			Year to Date		
	Actual	Budget	Last Year	Actual	Budget	Last Year
Electric	\$171,410	(\$324,251)	\$99,710	\$2,576,236	(\$1,125,494)	\$1,167,567
Water	\$62,573	(\$356,094)	\$230,145	\$841,831	(\$57,097)	\$826,172
Sewer	(\$224,335)	(\$316,923)	\$217,216	\$1,482,147	(\$218,134)	\$1,410,542
Gas	(\$632,753)	(\$246,092)	(\$48,576)	\$3,312,040	(\$298,546)	\$3,429,166
Combined	(\$623,105)	(\$1,243,360)	\$498,495	\$8,212,254	(\$1,699,271)	\$6,833,447

Mr. Jeff McCauley, Chief Financial Officer, provided a presentation on the Financial Statement for June 30, 2025. He announced that the financial presentation for the period ending May 30 2025 was provided as information only at the June Board Meeting.

The weather impact for the month of June 2025 indicated that the cooling degree days were higher than June 2024. June rainfall was approximately 10.57 inches which was higher than last year. The portfolio earned 3.66% for the month of June.

Overall year-to-date results through the end of June remain stable. The Electric Rate Stabilization Reserves are approximately \$10.6 million, and the Gas Rate Stabilization Reserves are \$7.6 million. The Operating Reserves are 128 Days Cash on Hand, and Renewals and Replacements Reserves are approximately \$2.6 million. The Capital Project Funds Reserved for Existing and Future Capital Projects are approximately negative \$15.4 million.

After discussion, a motion was made by Mr. Blount, seconded by Mr. Cowin, to accept the June 30, 2025, Preliminary and May 31, 2025, Financial Statements. The motion carried unanimously.

RECOMMENDED AWARD OF CONSTRUCTION CONTRACT FOR WATER TREATMENT PLANT LAB UPGRADES, WCP-10040 (Agenda Item 4)

Mr. David Springer, Director of Water Resources, introduced Tyler Haislip, Water Resources Engineer I, to provide information on the Water Treatment Plant Lab upgrades project.

Mr. Haislip stated that as a reminder the Board has previously been advised that GUC’s Water Treatment Plant (WTP) Laboratory requires significant upgrades and improvements. The existing laboratory was placed in service over 40 years ago and has never undergone major renovation. He noted that the original countertops, cabinetry, and fixtures are still in use, and various areas of the lab have been repurposed over time to meet evolving needs. Over the years, staffing levels have increased, and the scope of laboratory responsibilities has grown to include more extensive sampling, testing, and regulatory reporting. As a result, the current layout and infrastructure no longer support efficient workflow and are inadequate for the volume and complexity of testing now required.

Mr. Haislip shared that the project includes the renovation of the existing laboratory space to modernize and improve functionality. Walls between the current storage rooms and lab area will be removed to expand the working area, and new casework and countertops will be installed throughout. The operators’ lab will be relocated adjacent to the control room to improve workflow. In addition, all laboratory fixtures and sinks will be replaced, and upgrades to electrical, HVAC, and plumbing systems will be completed as part of the overall renovation. Pictures of the existing lab and layout along with the proposed layout design were provided.

The East Group completed design and produced bidding documents for this project. The project initially bid on April 15, 2025 with no bids received. In accordance with the requirements of the North Carolina General Statutes, the project was re-advertised, and final bids were received on April 24, 2025. Three contractors submitted a bid, and one bidder failed to submit all required documentation, resulting in a non-responsive bid.

American Builders Inc.	\$1,164,700.00
CA Lewis	\$1,258,500.00
Berry Building Group Inc.	Non-Responsive Bid

The approved budget amount for this project is \$2,000,000. The total project cost including engineering, construction, and a construction contingency of 10%, is within the approved project budget.

After discussion, a motion was made by Mr. Godley, seconded by Dr. Carr to award the construction contract for the WTP Lab Upgrades Project to American Builders Inc., in the amount of \$1,164,700.00 and to authorize the General Manager/CEO to take appropriate actions to execute the contract(s) with American Builders Inc. The motion carried unanimously.

UPDATE OF ANNUAL STATEMENT OF CONFLICT-OF-INTEREST POLICY, DISCLOSURE & ETHICS BRIEFING (Agenda Item 5)

Mr. Phil Dixon, General Counsel, informed the Board that in 2009 the N.C. General Assembly passed legislation requiring various local governing bodies to adopt a resolution or policy containing a Code of Ethics to guide board members in the performance of their duties as members of the governing board. While GUC is not covered by the State Ethics Act, Mr. Dixon previously recommended that the GUC Board consider the adoption of an ethics policy.

In this regard, the League of Municipalities developed a model code that Boards could use in developing their own Code of Ethics. Mr. Dixon, in collaboration with the City Attorney, developed a Code of Ethics that was adopted by the Commission and by the City Council of the City of Greenville.

Mr. Dixon recommends that the Board members consider executing the “Conflict of Interest Policy and Disclosure Form” annually to ensure that any conflict-of-interest issues are avoided. The form outlines what to do if a commissioner thinks he or she has a potential conflict of interest over a matter coming before the Board.

A Conflict of Interest Policy and Disclosure form was provided to the Board of Commissioners.

UPDATE ON ACTIVITIES BY GENERAL COUNSEL (Agenda Item 6)

Mr. Dixon provided an update on legal activities performed in the Legal Office. The Legal Office has worked this past year on many easements, encroachments, claims, contracts, leases, real estate matters, bankruptcies, personnel matters, lawsuits, and special use permits.

GENERAL MANAGER’S REPORT (Agenda Item 7)

1. Informational Reading

Ranking of Qualifications, Bids, Statistical Data Report, Sewer Spill Tracking Report, Load Management Report, and PGA Report were provided.

Ranking of Qualifications, Proposals, and Bids awarded by the General Manager/CEO during the past month was reported for information:

GREENVILLE UTILITIES COMMISSION

RANKING OF QUALIFICATIONS RECEIVED

ADVANCED METERING INFRASTRUCTURE (AMI) VENDOR SELECTION

MARCH 11, 2025 @ 2:00 PM

VENDOR QUALIFICATION RANKING
Border States Industries, Inc.*
Landis+Gyr Technology, Inc.*
Sensus USA, Inc.*
Tantalus Company
Honeywell
Wesco Distribution, Inc.
NextGrid, LLC
Texas Meter & Device Company, LLC

* Indicates qualified vendors, based on their submissions.

RANKING OF PROPOSALS RECEIVED

UTILITY NETWORK DESIGN SERVICES

MAY 13, 2025 @ 3:00 PM

VENDOR PROPOSAL RANKING
1898 & Co. *
RAMTeCH Software Solutions, Inc.
POWER Engineers, Inc.
Utility Data Contractors, LLC
Avineon, Inc.
SSP Innovations, LLC
Cultivate Geospatial Solutions

* Indicates recommended vendor to negotiate a contract.

ROOT CONTROL SERVICES

JUNE 17, 2025 @11:00 AM

VENDOR PROPOSAL RANKING
Duke's Root Control, Inc. *

* Indicates recommended vendor to negotiate/award a contract.

TABULATION OF BIDS RECEIVED

SODIUM HYPOCHLORITE BULK CHEMICALS

MAY 13, 2025 @ 2:00 PM

VENDORS	DELIVERY DAYS	UNIT PRICE 135,000 GALLONS	TOTAL
Oltrin Solutions, LLC	5-7	\$1.90	\$256,500.00*
CITCO Water	7-10	2.44	329,400.00
Univar Solutions USA, Inc.	3-5	2.85	384,750.00
JCI Jones Chemicals, Inc.	2-3	1.77	238,950.00 ⁽¹⁾

* Indicates recommended award based on the lowest responsible, responsive bid.

⁽¹⁾ Indicates vendor did not meet minimum specifications.

ONE (1) FORD F-350 DRW REG CAB 4WD WITH SERVICE BODY

MAY 27, 2025 @ 12:00 PM

VENDORS	DELIVERY TIME (WEEKS)	TOTAL
Capital Ford of Charlotte, Inc.	2	\$67,379.00*
Capital Ford of Raleigh, Inc.	2	67,603.40
Friendship Ford of Bristol	16-18	68,698.00

* Indicates recommended award based on the lowest responsible, responsive bid.

FIRE HYDRANTS AND VALVES

JUNE 3, 2025 @ 2:00 PM

VENDORS	DELIVERY (WEEKS)	TOTAL
Consolidated Pipe & Supply Company	In Stock	\$117,058.48*
Core & Main, LP	Stock-4	128,525.19
Tec Utilities Supply, Inc.	4-10	129,595.03
Ferguson Waterworks	Stock-10	131,859.48

* Indicates recommended award based on the lowest responsible, responsive bid.

SEWER CLEAN OUT BOXES

JUNE 3, 2025 @ 1:00 PM

VENDORS	DELIVERY (WEEKS)	TOTAL
TEC Utilities Supply, Inc.	4	\$46,455.00*
Ferguson Waterworks	4	48,530.00
EJ USA	Stock-4	49,245.00

* Indicates recommended award based on the lowest responsible, responsive bid.

CAST IRON SERVICE TEES, PLASTIC VALVE BOXES & METER RISERS

JUNE 5, 2025 @ 1:00 PM

VENDORS	DELIVERY (WEEKS)	TOTAL
Consolidated Pipe & Supply	Stock-12	\$41,846.50*
Border States Electric	3-8	49,152.40
Stuart C Irby	5-34	51,526.50

* Indicates recommended award based on the lowest responsible, responsive bid.

PHOTOCELLS AND PLUGS**JUNE 5, 2025 @ 2:00 PM**

VENDORS	DELIVERY (WEEKS)	TOTAL
Wesco Distribution Inc. (Bid #1)	Stock-3	\$31,524.50*
Border States Electric	2-8	35,492.00
Wesco Distribution Inc. (Bid #2)	Stock-16	41,394.50

* Indicates recommended award based on the lowest responsible, responsive bid.

18,000' - CONDUIT, 4" ROLL SDR 11 GUC STK# 210560,**JUNE 24, 2025 @ 3:00 PM**

VENDORS	MFG.	DELIVERY WEEKS	UNIT PRICE 4" ROLL SDR 11	TOTAL
Wesco Distribution, Inc. (Bid #2)	Bulldog	2-4	\$2.234	\$40,212.00*
Wesco Distribution, Inc. (Bid #1)	Blue Diamond	6	2.355	42,390.00
Border States Electric	Duraline	4-5	2.37	42,660.00
Consolidated Pipe & Supply	Bulldog	3	2.725	49,050.00

* Indicates recommended award based on the lowest responsible, responsive bid.

6,000' - WIRE 1/0 TRIPLEX (OH) GUC STK# 204640,**48,000' - WIRE, 1/0 15KV UG CABLE GUC STK# 201360,****40,000' - WIRE, 350 MCM 600V (UG) TRIPLEX GUC STK# 201330,****JUNE 24, 2025 @ 2:00 PM**

VENDORS	MFG.	DELIVERY WEEKS	UNIT PRICE 1/0(OH) TRIPLEX	TOTAL
Wesco Distribution, Inc. (Bid #2)	CME	1-2	\$1.2553	\$7,531.80*
Wesco Distribution, Inc. (Bid #1)	Southwire	In Stock	1.2766	7,659.60
Border States Electric	Prysmian	10-14	1.46	8,760.00

VENDORS	MFG.	DELIVERY WEEKS	UNIT PRICE 1/0 15KV UG CABLE	TOTAL
Wesco Distribution, Inc. (Bid #1)	Okonite	2-3	\$3.52	\$168,960.00*
Wesco Distribution, Inc. (Bid #2)	CME	36	3.52	168,960.00
Border States Electric	Prysmian	16-20	4.36	209,280.00

VENDORS	MFG.	DELIVERY WEEKS	UNIT PRICE 350 MCM TRIPLEX	TOTAL
Wesco Distribution, Inc.	CME	1-2	\$2.968	\$118,720.00*
Border States Electric	Prysmian	10-14	3.63	145,200.00

* Indicates recommended award based on the lowest responsible, responsive bid.

The Duke Energy Progress (DEP) monthly peak occurred on June 24, 2025, for the hour ending at 5:00 p.m. GUC’s load management system was in full operation during this period. As a result, the estimated avoided demand costs amount to \$1,580,847.

2. Key Performance Indicators (KPIs)

The Corporate KPI report was provided.

3. Commendations

Mr. Brian O’Doherty called to compliment Carlos Crespo and Jacob Roberti for providing excellent customer service while performing a routine meter change. He stated that Carlos and Jacob were very pleasant and did a great job. He gave them a thumbs up for their excellent customer service.
Employees’ Names: Carlos Crespo, Gas Service Specialist II; and Jacob Roberti, Gas Service Specialist I

Mr. Terrence Fornice left a Google review thanking Crystal Smith for her excellent customer service. He wanted to obtain more information regarding the Community Solar Program. He stated she was able to give him the information he requested and answered all his questions. He said it was a great call and the service she provided exceeded his expectations.
Employee’s Name: Crystal Smith, Customer Contact Representative I

Ms. Parker called to compliment Demetrius Holloway for providing her with excellent customer service. She stated he went the extra mile to help her, and it made her day.
Employee’s Name: Demetrius Holloway, Cashier II

Ms. Fisher called to compliment the Tree Crew doing work near her house. She stated they were nice, did a great job and she appreciated that they were respectful of her yard.
Employees’ Names: Matt McLawhorn, Tree Trimmer Crew Leader; and Taylor Braxton, Josh Greer, Chase Hudson, and Bryce Henderson, Tree Trimmer I

4. Other

- A Semi-Annual Report on Disposal of Surplus Property from 1/1/25-6/30/25 was provided.
- A Report of Employee Computer Purchase Program Participants was provided.
- Mr. Cannon welcomed Zack Cash to the Board Meeting.
- Mr. Cannon thanked Peter Geiger for his service and leadership to the GUC Board of Commissioners the past 6 years.
- Mr. Scott Mullis, Director of Customer Relations, announced that GUC continued the tradition of donating fans and on June 18th GUC donated 100 fans that are distributed to the elderly, handicapped, and qualifying families with small children.
- Mr. Cannon provided a copy GUC’s 2024 Environmentally Responsible Report.

BOARD MEMBERS’ REMARKS (Agenda Item 8)

Several Commissioners welcomed Dr. Shaw, and Mr. Swain to the Board. They also congratulated GUC staff on the awards and accomplishments, and thanked Mr. Peter Geiger for his dedicated service to the Board.

BOARD CHAIR’S REMARKS/REPORT (Agenda Item 9)

Chair Garner thanked the Commission for the opportunity to serve as Chair for the next year.

Chair Garner announced the next Regular Board Meeting is scheduled for August 22, 2025. He noted that he would be making committee assignments before the August meeting.

Closed Sessions:

Mr. Phillip Dixon, General Counsel, stated that the Board of Commissioners should consider entering Closed Session pursuant to the following statutes.

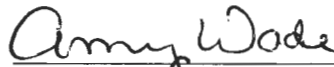
N.C.G.S. 143-318.11(a)(1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

N.C.G.S. 143-318.11(a)(6) To consider the qualifications, competence, performance, condition of appointment of a public officer or employee or prospective public officer or employee.

Upon motion by Mr. Cowin, seconded by Dr. Carr, the Greenville Utilities Board of Commissioners unanimously agreed to enter Closed Session at 1:01 p.m. for such purposes.

There being no further business to come before the Board of Commissioners in Closed Session, upon motion by Mr. Blount, seconded by Mr. Godley, the Board of Commissioners unanimously agreed to return to Open Session at 1:35 p.m. Without objection, and no further business to conduct Chair Garner adjourned the GUC Board of Commissioner meeting at 1:35 p.m.

Respectfully submitted,



Amy Wade, Executive Secretary

APPROVED:



Wanda Carr, Secretary