

**COUNTY OF BRUNSWICK  
UTILITY BOARD  
PROPOSED MINUTES OF JANUARY 11, 2016  
UTILITIES FIELD OPERATIONS CENTER**

MEMBERS PRESENT

Robert Wiltbank  
Retta Kennedy  
John Michaux  
Joe James  
Jim Donnelly

MEMBERS ABSENT

Earl Andrews  
Wayne Holden  
Rick Tompkins

STAFF PRESENT

William Pinnix, Engineering Director  
Jerry Pierce, Public Utilities Director  
Beverly Adams, Engineering  
Bryan Batton, Legal

I. CALL TO ORDER

Since the chairman and vice chairman were both absent, Mr. James made a motion to name Ms. Kennedy as temporary chair. Mr. Wiltbank seconded the motion and it carried unanimously. Ms. Kennedy called the meeting to order at 5:45 p.m.

II. ROLL CALL

Mr. Andrews, Mr. Holden and Mr. Tompkins were absent.

III. ELECTION OF OFFICERS

Mr. Wiltbank made a motion to retain current officers. Mr. James seconded the motion and it carried unanimously.

IV. CONSIDERATION OF MINUTES OF THE DECEMBER 14, 2015

Mr. James made a motion to accept the minutes. Ms. Donnelly seconded the motion and it carried unanimously.

V. CITIZENS WISHING TO ADDRESS THE BOARD

There were none.

VI. ADMINISTRATIVE REPORT  
There were no questions on the Administrative Report.

VII. OLD OR NEW BUSINESS

**Enterprise Funded Sewer Main Program**

Mr. Pierce presented the Enterprise Funded Sewer Main Survey Results. He will be moving forward with a Request for Proposals for the design of the six streets that met the criteria of at least 33% of the property owners submitting a yes response.

**SAD Policy Review**

There was a discussion of the SAD Petition Process among UB Members and staff. Mr. James had several suggestions and comments concerning the process and the information that is available online. It was decided that Mr. James would send his comments to all and that everyone could bring their own comments back to the next meeting for further discussion.

VIII. ADJOURNMENT

Mr. James made a motion to adjourn the meeting. Mr. Donnelly seconded the motion and the meeting adjourned at 7:15 p.m.