

**MINUTES OF THE
NORTH CAROLINA WATER TREATMENT FACILITY OPERATORS CERTIFICATION BOARD**

March 20, 2018

A meeting of the North Carolina Water Treatment Facility Operators Certification Board was called to order at 10:05 AM on March 20, 2018 by Wendell Pickett, Chairman.

The following members and guests were present:

Members Present:

Steve Scruggs	Linda Raynor	Wendell Pickett	Jon Pons
Angela Christian	Eric Davis	David Schaad	Sam Call

Guests:

Stephen Denning	Jill Weese	Benjamin Kearns	Sonya McLamb
Heather Cagle	Jay Frick	Pat Irwin	Mike Richardson

Wendell Pickett read the Statement of Ethics and asked if anyone had any conflicts of interest with the day's agenda items. There were no conflicts mentioned by any board members at this time.

The first item of board business was to approve the minutes of the previous meeting. Wendell Pickett called for a motion to accept the minutes. David Schaad made a motion to accept the minutes and Angela Christian seconded the motion. The motion passed.

Wendell Pickett asked if there were any comments from the attending public. There were no comments.

The next item of business was certification reinstatement requests.

The board received a letter from Lynn Reagan requesting that she be able to obtain her A-Surface certification again. Ms. Reagan's A-Surface certification expired in 2015. Eric Davis mentioned that he believed that Ms. Reagan had passed her A-Surface certification exam already. Stephen Denning checked the records and found that Ms. Reagan had passed the February 2018 A-Surface exam after originally submitting the request. The board took no action on this item.

The board received a letter from Stephen Baum requesting that he be able to obtain his Cross-Connection certification again. Mr. Baum's Cross-Connection certification expired in 2012. Eric Davis made the motion that Mr. Baum be able to obtain his Cross-Connection certification again after paying two years of fees, and taking and passing the Cross-Connection exam. Sam Call seconded the motion. The motion passed.

The board received a letter from Rick Bowen requesting that he be able to apply for a C-Well certification. Mr. Bowen's Cross-Connection certification expired in 2008. Linda Raynor made the motion that Mr. Bowen be granted permission to apply for the C-Well examination. David Schaad seconded the motion. The motion passed.

The next item of business was ORC exception requests.

The Board received a permission request from Ricky Spivey Sr. to serve as the ORC for the following systems:

Bertie County Regional Water	0408085	C-Well	Bertie Co.
Bertie County Regional Water	0408085	A-Distribution	Bertie Co.
Bertie County Regional Water	0408085	Cross-Connection	Bertie Co.
Town of Powellsville	0408040	B-Distribution	Bertie Co.
Town of Powellsville	0408040	C-Well	Bertie Co.

Eric Davis made a motion to approve the request. Linda Raynor seconded the motion. The motion passed.

The Board received a permission request from Raymond Eaton to serve as the ORC for the following systems:

Town of Murfreesboro	0446015	C-Well	Hertford Co.
Town of Murfreesboro	0446015	B-Distribution	Hertford Co.

Sam Call made a motion to approve the request. Jon Pons seconded the motion. The motion passed.

The Board received a permission request from John Tully to continue to serve as the ORC for the following system that is greater than 50 miles from his residence:

Snug Harbor on Nelson Bay	0416181	C-Well	Carteret Co.
---------------------------	---------	--------	--------------

Linda Raynor made a motion to approve the request for an additional period of one year. David Schaad seconded the motion. The motion passed.

The Board received a permission request from James Butler to continue to serve as the ORC for the following system that is greater than 50 miles from his residence:

Mobile Estates	4392162	B-Distribution	Wake Co.
----------------	---------	----------------	----------

Eric Davis made a motion to approve the request for a period of one year. David Schaad seconded the motion. The motion passed.

The Board received a permission request from Kenneth Stovall to serve as the ORC for the following systems which includes one system (Big Creek Campground) that is greater than 50 miles from Mr. Stovall's residence:

Collins Creek Picnic Area	0187514	C-Well	Swain Co.
Balsam Mountain Campground	0187517	C-Well	Swain Co.
Cataloochee Campground	0144536	C-Well	Haywood Co.
Purchase Knob	1044007	C-Well	Haywood Co.
Big Creek Campground	0144539	D-Well	Haywood Co.

Steve Scruggs made a motion to approve the request. John Pons seconded the motion. The motion passed.

The Board revisited a tabled item from Michael Criscoe at the December 2017 board meeting asking to serve as the ORC for the following systems:

Fort Bragg – Range 30	5026011	C-Well	Cumberland Co.
Fort Bragg – Range 33	5026012	C-Well	Cumberland Co.
Fort Bragg – Range 43	5026013	C-Well	Cumberland Co.
Fort Bragg – Range 63	5047004	D-Well	Hoke Co.
Fort Bragg – Range 74	5047005	D-Well	Hoke Co.
Fort Bragg – Range 79	5047007	D-Well	Hoke Co.
Camp McCall Fire Dept.	5077005	D-Well	Richmond Co.
82 nd Airborne Div. Pre-Ranger	0347483	D-Well	Hoke Co.
Eureka Springs Training Site	5026024	D-Well	Cumberland Co.
USAJFKSWCS Com Training Facility	5026025	D-Well	Cumberland Co.
Aberdeen Training Facility	0347482	D-Well	Hoke Co.
Eckerd Candor	0362562	C-Well	Montgomery Co.
Heritage Farm Campground	0363141	C-Well	Moore Co.
Travel Resorts of America Forest Site	5077006	C-Well	Richmond Co.

The Board wanted additional information regarding the violations that were listed on the request spreadsheet that Mr. Criscoe has submitted at that time. Mr. Criscoe submitted answers to the board's questions about the spreadsheet for review at this meeting. After reviewing the information provided by Mr. Criscoe and discussing the matter, David Schaad made a motion that Mr. Criscoe be granted temporary permission to serve as the ORC for the request systems for a period of six months and to revisit the decision after the six month period and also after a twelve month period in order to determine if any further action is needed. Mr. Schaad also motioned that if there are any violations against any of the requested systems, the granted permission will automatically be revoked and Mr. Criscoe will be required to reduce the number of systems he is ORC over in order to be in compliance with the .0701 ORC limits as outlined in the *Rules Governing Water Treatment*

Operators. Linda Raynor seconded the motion. The motion passed by a vote of 5 for and 2 against.

The Board revisited a tabled item from the December 2017 board meeting where they had received a permission request from Stacy Goff to serve as the ORC for the following systems:

Brandywine Bay	0416163	C-Well	Carteret Co.
Brandywine Bay	0416163	B-Distribution	Carteret Co.

The item had been tabled because the regional office had concerns about their submitted spreadsheet containing incorrect information. A corrected spreadsheet had been submitted to the board and after reviewing the information, Eric Davis made a motion to approve the request. Angela Christian seconded the motion. The motion passed.

The Board revisited a tabled item from the December 2017 board meeting where they had received a permission request from David Hughes to serve as the ORC for the following systems:

Belvedere Plantation	0471111	C-Well	Pender Co.
Belvedere Plantation	0471111	B-Distribution	Pender Co.
Olde Point S/D	0471112	C-Well	Pender Co.
Olde Point S/D	0471112	C-Distribution	Pender Co.

The item had been tabled because the regional office had concerns about their submitted spreadsheet containing incorrect information. A corrected spreadsheet had been submitted to the board and after reviewing the information, Jon Pons made a motion to approve the request. Eric Davis seconded the motion. The motion passed.

The Board received a permission request from Wayne Davis for the following ORC designations:

YMCA Camp John Hanes	0285468	Transient Non-Community	TBD	Stokes Co.
MVP Group International	0286502	Non-Transient Non-Community	C-Well	Surry Co.
Raven Knob Boy Scout Camp	0286525	Transient Non-Community	C-Well	Surry Co.
Tri City Junior Academy	0241609	Non-Transient Non-Community	D-Well	Guilford Co.
Mountain Valley Living Center	0285467	Community	C-Well	Stokes Co.
The Ridge	03097014	Transient Non-Community	C-Well	Wilkes Co.
Eckerd of Boomer	0197606	Community	C-Well	Wilkes Co.
Blue Ridge Developmental Day	3003003	Non-Transient Non-Community	C-Well	Alleghany Co.
Riverpointe S/D	0299111	Community	C-Well	Yadkin Co.

After reviewing information from the Winston-Salem Regional Office of the Public Water Supply Section that indicated that Mr. Davis is already visiting his current systems fewer times than is required by rule, Eric Davis made a motion to deny the request. Jon Pons seconded the motion. The motion passed.

The next item of business was temporary certification requests.

The Board received a temporary certification request from Ben Kearnes of the Cape Fear Public Utility Authority's Sweeney Water Treatment Plant. Mr. Kearnes was requesting that Mr. Mark Cloud be granted a temporary A-Surface certification. Eric Davis made the motion that Mr. Cloud be granted an A-Surface temporary certification. Sam Call seconded the motion. The motion passed. Steve Scruggs recused himself from this discussion and vote.

The next item of business was out-of-state requests.

The Board received an out-of-state application from Mark Cloud requesting permission to take a distribution, well, surface and cross-connection exam. Mr. Cloud holds a class 4T Full and 4D OIT license in Massachusetts and has 24 years of experience. Wendell Pickett recommended that Mr. Cloud be allowed to take a A-Distribution, A-Well, A-Surface and Cross-Connection exams. David Schaad made the motion that Mr. Cloud be allowed to take the A-Distribution, A-Well, A-Surface and Cross-Connection exams within two years of the initial approval. Angela Christian seconded the motion. The

motion passed. Steve Scruggs recused himself from this discussion and vote.

The Board received an out-of-state application from Eddie Bristow Jr. requesting to take a well exam. Mr. Bristow holds a class A water treatment operator license in South Carolina and has 34 years of experience. Wendell Pickett recommended that Mr. Bristow be allowed to take the A-Well exam. David Schaad made the motion that Mr. Bristow be allowed to take the A-Well exam within one year of the initial approval. Sam Call seconded the motion. The motion passed.

The Board received an out-of-state application from Sean McFarland requesting to take a surface exam. Mr. McFarland holds a class A drinking water license in Florida and has 24 years of experience. Wendell Pickett recommended that Mr. McFarland be allowed to take an A-Surface exam. David Schaad made the motion that Mr. McFarland be allowed to take an A-Surface exam within one year of the initial approval. Jon Pons seconded the motion. The motion passed. Steve Scruggs recused himself from this discussion and vote.

The Board received an out-of-state application from James Parks requesting to take a distribution exam. Mr. Parks holds a water distribution manager 2 license from the state of Washington and has 24 years of experience. Wendell Pickett recommended that Mr. Parks be allowed to take a B-Distribution exam. Sam Call made the motion that Mr. Parks be allowed to take a B-Distribution exam within one year of the initial approval. David Schaad seconded the motion. The motion passed. Steve Scruggs recused himself from this discussion and vote.

The Board received an out-of-state application from Eric Holz requesting to take a surface exam. Mr. Holz holds a IIA-SW/GUI filtration plant water system operator license from the state of New York and has 5 years of experience. Wendell Pickett recommended that Mr. Holz be allowed to take a B-Surface exam. Jon Pons made the motion that Mr. Holz be allowed to take a B-Surface exam within one year of the initial approval. Steve Scruggs seconded the motion. The motion passed.

The next item of business was military training and experience requests.

The Board received a military reciprocity request from David Kauffman. After reviewing his application and experience, Wendell Pickett recommended that Mr. Kauffman be allowed to sit for up to a B-Surface and a C-Distribution exam. David Schaad made the motion that Mr. Kauffman be allowed to sit for up to a B-Surface and a C-Distribution exam within one year of the approval. Steve Scruggs seconded the motion. The motion passed.

The next item of business was other requests. There were none.

The next item of business was classification of water treatment facilities.

The following new system classifications were submitted by the various regional offices for the board's approval:

- Forest Ridge Park – C-Well, C-Distribution (<100 connections)
- Huntley Glen Townhomes – B-Distribution
- Sampson County Water District II – Plainview – B-Distribution
- Black Bear Development – C-Well, C-Distribution

David Schaad made a motion to approve the new classifications as submitted. Steve Scruggs seconded the motion.

The motion passed.

The following system classification change was submitted by the Asheville regional office for the board's approval:

- Town of Andrews – B-Surface, corrected A-Distribution to B-Distribution, added Cross-Connection

Sam Call made a motion to delay approving the changed classification as submitted until an explanation can be provided to why there were no points assigned for pumping raw water. Eric Davis seconded the motion. The motion passed.

The next item on the agenda was Board Issues-Compliance. There were no items.

The next item on the agenda was Board Issues –Rules

Jay Frick provided an update to the latest draft of the rules. Mr. Frick that he has received 12-14 comments/questions since the public comment period began and he is planning to answer those in batches. Section .0206 was withheld from being previously sent out for public comment and Mr. Frick recommends that the last sentence in section C of .0206 be removed and that the board grant Mr. Frick authority to send the rest of .0206 out for public comment pending the regulatory impact analysis being approved by OSBM. David Schaad made the motion that the last sentence in section C of .0206 be removed and that the board grant Mr. Frick authority to send the rest of .0206 out for public comment pending the regulatory impact analysis being approved by OSBM . Sam Call seconded the motion. The motion passed.

The next item of business was education.

Wendell Pickett introduced Pat Irwin, chairman of the NCWOA Board of Examiners. Mr. Irwin was in attendance to update the certification board on the changes that were made to the Needs To Know manual for the well schools and exams. Mr. Irwin explained that there has been a recent update to the Small Water Systems Operations and Maintenance as well as Volume I of the Water Treatment Plant Operators handbook and that the new editions required them to update those particular sections of the Needs To Know manual. The NCWOA BOE held two separate meetings in order to update both the Needs To Know manual and the references in the appropriate exam banks.

Wendell Pickett next recognized Sonya McLamb. Mrs. McLamb asked for clarification of the current board policy regarding the School Attendance Policy. The policy currently states, “Individuals attending any surface, well, distribution, shoring or cross-connection school, which curriculum has been approved by the Water Treatment Facility Operators Certification Board for state certification, must attend at least 75 percent of the course in order to receive credit.” Mrs. McLamb wanted clarification from the board as to whether that referred to 75 percent of the total instructional hour time or if it means 75 percent of the total number of individual classes. Eric Davis made a motion that it be 75 percent of the instructional time. Angela Christian seconded the motion. The motion passed.

Wendell Pickett asked the board members to review the exam results from the February 22nd paper exams.

Wendell Pickett asked for volunteers to proctor the May 31, 2018 exams. Steve Scruggs said he would help proctor the Snow Hill exams. Wendell Pickett volunteered to proctor the Raleigh site. Sam Call and Jon Pons volunteered to proctor the Morganton site.

The next item of business was other.

Wendell Pickett asked for any comments from the attending public. There were no comments.

Wendell Pickett asked if there were any announcements or general discussion. There were none.

Wendell Pickett stated the next meeting date would be June 19, 2018.

Wendell Pickett asked for a motion to adjourn. David Schaad made a motion to adjourn the meeting. Linda Raynor seconded the motion. The motion passed and the meeting adjourned.

Respectfully submitted,



Stephen Denning, Board Secretary