

**METROPOLITAN SEWERAGE DISTRICT BOARD**

**DECEMBER 8, 1987**

**1. CALL TO ORDER AND ROLL CALL:**

The regular monthly meeting of the Metropolitan Sewerage District Board was held in the Boardroom of MSD's Administration building at 2 p.m. on Tuesday, December 8, 1987. Vice-Chairman Williams called the meeting to order at 2:00 p.m.

Vice-Chairman Williams and the following members were present: Aceto, Batts, Boggs, Dyson, Edwards, Ivey, Pope, and Waddey. Others present were: W. H. Mull, P.E., Engineer-Manager, John Stevens and William Clarke, General Counsel, Bill Morris, Dean Huber and Dr. Lloyd Robinson, representatives of the Consulting Engineers.

**2. MINUTES OF NOVEMBER 10, 1987:**

Mr. Boggs moved that the Board minutes of November 10, 1987 be approved. Mr. Dyson requested his name be added to the November minutes, as he was present at the November meeting. Mr. Dyson seconded the motion, and voice vote was unanimous in favor of the motion.

**3. PRESENTATION AND ADOPTION OF REVISED SEWER USE ORDINANCE:**

Mr. Mull turned the floor over to Mr. Billy Clarke, Attorney, to review the Revised Sewer Use Ordinance with the Board. Mr. Clarke stated that pursuant to North Carolina Law, a copy of the proposed Ordinance was mailed to all of the governing bodies of the District, as well as certain individuals (Executive Officers of the subdivisions) for comments. N.C. State law only requires the District to send copies to various political subdivisions. The District received 3 comments concerning the Ordinance. One comment came from the City of Asheville (City Manager) stating the City did not have any problem with the Ordinance being changed. Another comment was received from the North Carolina Department of Natural Resources and Community Development, Division of Environmental Management, suggesting that the District make 2 definitional changes in the Technical Review Criteria. These changes have been made. Some comments were received from Mr. Michael Petelle concerning Cadmium content and certain other parts of the Ordinance. Mr. Clarke stated that these comments were considered, but it is his and Dr. Lloyd Robinson's opinion that the Ordinance was all right on these points, and is in compliance with State and Federal regulations and laws. Mr. Clarke also stated that by law, the 60-day comment period has expired and the District is now authorized to adopt the Ordinance. Mr. Clarke asked Dr. Robinson to address the technical changes made to the Ordinance. Dr. Robinson stated a change was suggested by Mr. Aceto under Section 15.12.02. Instead of "...the restoration of such service shall be conditioned on full payment..." Mr. Aceto suggested that "on full payment" be removed, and "on satisfactory resolution" be inserted. Dr. Robinson stated there have been no other comments received on the Ordinance.

Mr. Boggs moved that the Board adopt the Revised Sewer Use Ordinance, and that the Revised Sewer Use Ordinance reflect the change suggested by Mr. Aceto. Mr. Ivey seconded, and roll call vote carried in favor of the motion. There was one "no" vote. General discussion followed.

Mr. Clarke presented a Resolution to Adopt a Sewer Use Ordinance of the Metropolitan Sewerage District of Buncombe County, North Carolina, pursuant to North Carolina General Statutes, Chapter 162A-81(13a). Mr. Dyson moved that the Board adopt the Resolution adopting the Sewer Use Ordinance of the District. Mrs. Pope seconded, and roll call vote was unanimous in favor of the motion.

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**4. REPORT OF ENGINEER-MANAGER:**

**a. STATUS OF PHASE III PLANT EXPANSION CONTRACTS:**

Mr. Mull briefed the Board concerning the events which have taken place with Phase III of the Main Plant Expansion. He stated that the Board made tentative award of contracts, electrical and general work, and noted that the 60-day to hold the bids open has expired and the contract documents have not been signed due to the fact that authorization has not been received to sign a contract. The State has to issue authorization before the contracts are signed, if you want to receive the Federal grant funds. A question developed as to whether this District was required to get an extension of the expiration date of both contracts. MSD General Counsel recommended that the District defer any action on this matter at this time. General discussion followed. Mr. Boggs moved that the Engineer-Manager and General Counsel be empowered to take the steps available to the District to extend, if necessary, the two contracts on Phase III of the Main Plant Expansion, provided that no additional monies be obligated to be paid by the District. Mr. Dyson seconded the motion, and roll call vote carried unanimously in favor of the motion.

**b. STATUS OF MODIFICATIONS TO SLUDGE LAGOON DIKE:**

Mr. Mull reviewed a construction schedule of the modifications to the sludge lagoon dike received from Hendon Engineering Associates. Scheduled completion date is March 3, 1988, and Terry Brothers Construction Company is running ahead of schedule.

**c. ACTION ON BIDS FOR SUPPLYING CHLORINE FOR CALENDAR YEAR 1988:**

Mr. Mull reported that for the first time in the District's history of bidding, the District received three different bids for chlorine. Jones Chemical Company, the apparent low bidder, had a total base bid of \$24.98CWT; Van Waters & Rogers, Inc., bid \$25.00CWT, and Suffolk Chemical Company bid \$30.00 CWT. A late bid was received from Thompson-Hayward Chemical Company which was returned unopened via mail. Mr. Mull requested that the Board authorize the District to accept the bid of Jones Chemical Company in the amount of \$24.98CWT. Mr. Ivey moved that the District accept the bid of Jones Chemical Company in the amount of \$24.98CWT, and Mr. Waddey seconded. Roll call vote carried unanimously in favor of the motion.

**d. REPORT ON MEETING WITH NRCD RE: MICROSCREEN TESTING:**

Mr. Mull reported that he, Bill Morris and Bob Holbrook, went to Raleigh to meet with the State Department of Natural Resources and Community Development concerning Microscreen Testing. Mr. Mull stated that the microscreens are not functioning properly on SS removal at peak hydraulic loading. The primary cause appears to be the fact that microscreens are designed to work with an RBC process, which is the process to be constructed in Phase III, but in the interim are working with the existing activated sludge process.

It is the feeling of Hendon Engineering and Mr. Mull, that it would be unfair at this point to insist that Envirex install additional microscreens to meet peak hydraulic loading when the District is operating an activated sludge treatment plant. The District would prefer to wait until the RBC plant is on-line with new bar screens. When full construction of Phase III is completed and the RBC Plant is on-line, the District will still have over 2-1/2 years remaining on this 5 year Bond, to make certain the primary microscreens function properly. Envirex has assured the District that it will do everything possible to insure that the microscreens function properly.

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Mr. Mull stated that after meeting with the State Department of Natural Resources and Community Development, the State requested certification from the District that if the microscreens failed to meet the performance criteria after the RBC system is installed, then the District would take action to correct the problem. The District will issue such a certification to the State that it will do this. Hopefully, within a week to ten days, the District will have an answer back from the State.

**e. SCHEDULE OF 1988 MSD BOARD MEETING DATES:**

Mr. Mull presented a list of 1988 meeting dates to the Board, and asked that the Board take note that July 19 will be the Annual meeting, and that the December meeting would be held the second Tuesday of December instead of the third Tuesday. Mr. Dyson moved that the Board adopt the Schedule of Annual and Regular Meeting Dates for 1988. Mrs. Pope seconded the motion and voice vote was unanimous in favor of the motion.

Mr. Mull reported that the District has received approximately 125 to 130 phone calls regarding sewer service charges. Of these approximately 20 calls were concerning the MSD charge; approximately 75 were concerning the City charge and 35 concerning the County charge. Most of the callers were upset due to the fact that the smallest meter size of a 5/8 inch meter had a charge of \$8.16 for the City and \$6.38 for the County, and the MD charge is \$3.00 minimum per month. These calls were referred to the proper agencies.

Mr. Ivey inquired as to the status of the U.S. Fish and Wildlife matter. Mr. Mull stated he, Jim Brewer, Mr. Martin Gaynes, Esquire, Jack Stevens, General Counsel, and 3 reps from RMC Muddy Run, will be meeting with the U.S. Fish and Wildlife on Thursday, December 10th in Raleigh.

**5. REPORT OF OFFICERS:**

None.

**6. REPORT OF COMMITTEES:**

**a. Budget Committee Meeting - Mr. Batts:**

Mr. Batts reported the Budget Committee met on November 30, 1987, at 2:00 p.m. to discuss the following:

**(1) Response to Auditors Management Letter;**

Each item of the Management letter from McGladrey, Hendrickson and Pullen which they submitted to the Board was reviewed, and the Committee came up with an action to be taken for each item. Mr. Mull reviewed each item and proposed action to be taken.

The Budget Committee recommends that the Board authorize the Engineer-Manager and General Counsel to prepare documents for solicitation of proposals from local Auditors for the purpose of not only performing next year's audit, but also to select an Auditor early enough that they can help upgrade the accounting procedures and develop the accounting policies and procedures manual. Mr. Batts made this in the form of a motion. Mr. Mull stated Jack Stevens, General Counsel, will be obtaining some guidelines from the Local Government Commission. Mr. Edwards seconded the motion, and roll call vote was unanimous in favor of the motion.

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**(2) Proposed Amended Budget for Hiring Four New Shift Operators;**

Mr. Mull stated a letter was received from Marc Fender concerning additional operating personnel, and dated October 27, 1987. The District, along with Hendon Engineering, has been looking at additional personnel and equipment requirements for the expanded treatment plant. Mr. Mull reviewed Marc Fender's letter with the Board, along with the proposed Amended Budget. The Budget Committee recommends hiring four additional operators immediately, in order to start their training while Phase III is under construction. Mr. Mull presented two options to the Board at this time. The first is to delay action on this request until the next Board meeting, due to the Chairman being out of town, and the second option would be to authorize the increase in the 1987-88 Budget contingent upon the Chairman reviewing the information and having no objection to it. General discussion followed.

Mr. Mull presented a Resolution to adopt the 1987-88 Proposed Amended Budget, increasing the Total Expenditures from \$1,577,713.00 to \$1,611,787.00. Mr. Ivey moved that the Board adopt the Resolution adopting the 1987-88 Proposed Amended Budget, and that Marc Fender's memorandum of October 27, 1987, be made a part of these minutes. Mr. Aceto seconded the motion, and roll call vote was unanimous in favor of the motion.

**7. UNFINISHED BUSINESS:**

Mr. Mull gave a status report to the Board concerning a contract amendment with Blue Cross/Blue Shield on the District's insurance. The Board expressed its' desire to continue insurance for retired persons at the group rate. Blue Cross advised that the District cannot do this unless it was made mandatory, and the District paid the employee's insurance. The District has checked with the City of Asheville and Buncombe County, as well as others, and found that the City does allow retired employees to remain on their plan, due to the fact that the City of Asheville has a self-insured plan. The County allows employees to remain on the group insurance and pay their own premium, but the County is under Metropolitan Insurance carriers.

If this is still the desire of the Board, the District would need to get Webb Insurance to contact other insurance companies to find out if they would provide such coverage for the District, and ask for proposals on this. Vice-Chairman Williams appointed Mr. Wadley to the Personnel Committee, and Mr. Wadley accepted. It is the consensus of the Board that the District should continue to look into this matter. Mr. Mull stated he will pursue this matter with Webb Insurance and get together proposals to bring before the Personnel Committee and back to the Board.

**8. NEW BUSINESS:**

None.

**9. DATE OF NEXT REGULAR MEETING - JANUARY 19, 1988**

**10. ADJOURNMENT:**

There being no further business, the meeting of the District Board was adjourned at 3:30 p.m. Mr. Mull stated that light refreshments were available after the meeting.

  
 SECRETARY/TREASURER

# MSD Metropolitan Sewerage District of Buncombe County, North Carolina.

W. H. Mull, P.E., Engineer-Manager  
P. O. Box 8969, Asheville, N.C. 28814  
Telephone: Area Code 704-254-9646


John S. Stevens, General Counsel



Frank S. Smith III, Chairman  
M. Leon Williams, Vice-Chairman  
Steven T. Aceto  
Walter T. Batts  
Walter J. Boggs  
Charles M. Dent  
E. Charles Dyson  
M. Wayne Edwards  
George E. Ivey  
Jackie W. Pope  
Marvin E. Waddey

I, Charles M. Dent, Secretary/Treasurer to the District Board of the Metropolitan Sewerage District of Buncombe County, North Carolina, do hereby certify that the attached is a true and correct copy of the AMENDED 1987-88 BUDGET, adopted by the Metropolitan Sewerage District Board at its regular meeting held December 8, 1987.

WITNESS my hand and seal of said District this 8th day of December, 1987.

  
\_\_\_\_\_  
Secretary/Treasurer  
Metropolitan Sewerage District  
Board of Buncombe County,  
North Carolina

(SEAL)

# MSD Metropolitan Sewerage District of Buncombe County, North Carolina.

W. H. Mull, P.E., Engineer-Manager  
P. O. Box 8969, Asheville, N.C. 28814  
Telephone: Area Code 704-254-9646


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George E. Ivey  
Jackie W. Pope  
Marvin E. Waddey

I, Charles M. Dent, Secretary/Treasurer to the District Board of the Metropolitan Sewerage District of Buncombe County, North Carolina, do hereby certify that the attached is a true and correct copy of the Resolution amending the Fiscal 1987 - 88 Budget adopted by the Metropolitan Sewerage District Board at its regular meeting held on December 8, 1987.

WITNESS my hand and seal of said District this 8th day of December, 1987.

  
\_\_\_\_\_  
Secretary/Treasurer  
Metropolitan Sewerage District  
Board of Buncombe County,  
North Carolina

(SEAL)


**RESOLUTION**

WHEREAS, the Metropolitan Sewerage District Board adopted a Budget Resolution at its regular meeting held on December 8, 1987, for Fiscal Year 1987 88; and

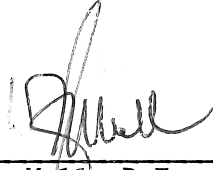
WHEREAS, changes are necessary to meet the operation requirements of the Metropolitan Sewerage District of Buncombe County, North Carolina, consisting of line item(s):

Line Item 290 "Accounting @ 1% of Payroll"	from \$	<u>6,850</u>	to \$	<u>7,108</u>
Line Item 360 "FICA Taxes @ 7.15%"	from \$	<u>48,476</u>	to \$	<u>50,464</u>
Line Item 370 "NC Retirement @ 8.42%"	from \$	<u>57,489</u>	to \$	<u>59,847</u>
Line Item 500 "Salaries & Wages"	from \$	<u>493,767</u>	to \$	<u>521,767</u>
Line Item 580 "Uniform Service"	from \$	<u>3,200</u>	to \$	<u>4,000</u>
Line Item 591 "Schools"	from \$	<u>2,200</u>	to \$	<u>2,800</u>
Total Administrative and General	from \$	<u>579,121</u>	to \$	<u>582,975</u>
Total Operations Expenditures	from \$	<u>999,342</u>	to \$	<u>1,028,812</u>
Total Expenditures	from \$	<u>1,577,713</u>	to \$	<u>1,611,787</u>

NOW, THEREFORE, BE IT RESOLVED by the Metropolitan Sewerage District Board of Buncombe County, North Carolina, that the Budget Resolution which it adopted on May 19, 1987, for Fiscal Year 1987 - 88, be and is hereby amended pursuant to the foregoing schedule Duly approved and adopted by roll call vote this the 8th day of December, 1987.

  
M. Leon Williams, Vice-Chairman  
Metropolitan Sewerage District  
Board of Buncombe County,  
North Carolina

ATTEST:

  
\_\_\_\_\_  
W. H. Mull, P.E.  
Engineer-Manager

We have considered the proposed amendment to the 1987 - 88 BUDGET increasing the budget amount for line item(s)

Line Item 290 "Accounting @ 1% of Payroll	from \$	<u>6,850</u>	to \$	<u>7,108</u>
Line Item 360 "FICA Taxes @ 7.15%	from \$	<u>48,476</u>	to \$	<u>50,464</u>
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Total Expenditures	from \$	<u>\$1,577,713</u>	to \$	<u>\$1,611,787</u>

find the proposed increases necessary to meet the operating requirements of the Metropolitan Sewerage District of Buncombe County, North Carolina.

In accordance with Section 505 of the Bond Resolution, we recommend and approve this proposed amendment to the annual budget for Fiscal Year 1987 - 88.

HENDON ENGINEERING ASSOCIATES, INC.

By: A. Dean Huber

Date: 12-8-87



## METROPOLITAN SEWERAGE DISTRICT OF BUNCOMBE COUNTY, NORTH CAROLINA

## OPERATION AND MAINTENANCE FUND--STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS

## AMENDED BUDGET

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	AMENDED 1987-88 BUDGET	CURRENT MONTH	PERIOD ENDING
	-----	-----	-----
200 SALARIES.....	189,000		
210 BILLING & COLLECTIONS.....	68,000		
220 TELEPHONE & TELEGRAPH.....	8,500		
230 TRAVEL & CONVENTION.....	4,000		
240 OFFICE SUPPLIES.....	7,000		
251 POWER & WATER.....	4,800		
260 DIRECTORS' EXPENSES.....	10,000		
270 INSURANCE.....	77,000		
280 DUES & SUBSCRIPTIONS.....	1,650		
290 ACCOUNTING @ 1% OF PAYROLL..	7,108		
300 CONSULTING ENGINEERS.....	14,000		
310 LEGAL FEES & EXPENSES.....	20,000		
320 TRUSTEE FEES.....	18,000		
330 AUDIT FEES.....	11,000		
340 POSTAGE & PETTY CASH.....	3,000		
350 OFFICE EQUIPMENT REPAIRS....	1,000		
360 FICA TAXES @ 7.15%.....	50,464		
370 NC RETIREMENT @ 8.42%.....	59,847		
380 VEHICLE EXPENSE.....	6,100		
390 CAPITAL OUTLAY (EQUIPMENT)..	5,000		
400 CONTINGENCY.....	17,506		
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TOTAL ADMINISTRATIVE AND GENERAL.....	582,975		

DISBURSEMENTS CONTINUED		AMENDED 1987-88 BUDGET	CURRENT MONTH	PERIOD ENDING	
		-----	-----	-----	-----
500	SALARIES & WAGES.....	521,767			
510	CHEMICALS.....	50,000			
520	TELEPHONE.....	6,500			
530	POWER & LIGHTS.....	200,000			
540	SMALL TOOLS & SUPPLIES.....	9,000			
550	WATER & GARBAGE.....	8,000			
560	VEHICLE EXPENSE.....	8,000			
571	LABORATORY SUPPLIES.....	8,000			
580	UNIFORM SERVICE.....	4,000			
591	SCHOOLS.....	2,800			
600	MAINTENANCE BLDG. & GROUNDS.	16,600			
610	MAINTENANCE PIPELINE.....	10,000			
620	MAINTENANCE EQUIPMENT.....	75,000			
630	CAPITAL OUTLAY--NEW.....	20,000			
640	EQUIPMENT REPLACEMENT.....	65,000			
650	CONTINGENCY.....	24,145			
	TOTAL OPERATIONS EXPENDITURES.....	1,028,812			
	TOTAL EXPENDITURES.....	1,611,787			
	INTEREST TRANSFERRED TO REVENUE ACCT.....				
	TOTAL DISBURSEMENTS.....				
	TRANSFERRED FROM REVENUE FUND.....				
	OTHER RECEIPTS.....				
	TOTAL RECEIPTS.....				
	EXCESS OF RECEIPTS OVER DISBURSEMENTS.....				
	(DISBURSEMENTS OVER RECEIPTS).....				
	BEGINNING CASH BALANCE.....				
	ENDING CASH BALANCE.....				

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The current expenses for each month are estimated to be one-twelfth (1/12) of the annual budget. Estimated revenue to be collected from sewer service charges for this fund equal \$1,611,787.

# MSD Metropolitan Sewerage District of Buncombe County, North Carolina.

W. H. Mull, P.E., Engineer-Manager  
P. O. Box 8969, Asheville, N.C. 28814  
Telephone: Area Code 704-254-9646

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George E. Ivey  
Jackie W. Pope  
Marvin E. Waddey

MEMORANDUM TO: Bill Mull; RL Cunningham  
FROM: Marc Fender *E. Marc Fender*  
SUBJECT: Additional Operating Personnel  
DATE: October 27, 1987

*This letter is to request your consideration of the hiring of a third person for each operations shift. The reasons for this request are stated below.*

*1. TO IMPROVE SAFETY: Operators work in pairs, so if one of the pair is out of work (Annual Leave, Sick Leave, Jury Duty, etc.) there is only one operator left to work their shift. In the past year there were 120 days when an operator was put in the position of working his shift alone. Since for 16 hours of every weekday and 24 hours of every weekend and holiday, the operators are the only personnel on the plant site it is probable that an operator will spend a substantial number of hours working alone.*

*I believe that it is unsafe for an operator to work alone at the plant. The wastewater treatment industry has an accident rate second only to the mining industry. If an operator had an accident and could not get to the phone it could be 12 hours before he received help at the shift change. In a case like this a minor injury could become a major one.*

*For safety reasons operators are not allowed to perform certain jobs if they are alone (changing chlorine tanks). Some jobs, though operators often have to perform these alone would be safer with two people present (cleaning mixer pump, cleaning strainers, etc.).*

*Due to the increased number of moving pieces of equipment the new plant will be more hazardous than the old plant. Already we know that cleaning spray nozzles puts the person cleaning them in a precarious position. (Recently, Marion Cook fell onto a turning microscreen when the grate he stepped on fell into the microscreen influent box. Luckily he wasn't hurt but he could have been seriously injured. If he had been injured and alone the consequences could have been grim.) MSD has been lucky that it has had no serious accidents at the plant, but if a serious accident does occur it will be important that the victim not be in a situation where help is not available.*

*A third person on each shift would virtually eliminate the compromise in operator safety occasioned by an operator having to work a shift alone.*

2. TO IMPROVE QUALITY AND QUANTITY OF TASKS PERFORMED: When an operator is alone on his shift it is impossible for him to perform all of the routine tasks that are scheduled. Currently there is approximately 16 to 18 man hours of work scheduled for each shift. Obviously one man cannot accomplish these tasks in one 12-hour shift, so an operator working alone must compromise the quantity and/or quality of his work. Some things that need to be done will not be done and some things will be done poorly.

Even with two operators working, 75% efficiency in their use of time and work would be required to accomplish everything that should be taken care of routinely. Obviously the routine work is not the only work required of the operators. Probably 25% of the work to be done on a typical day is work that cannot be scheduled (i.e. clogged pumps and pipes, break downs, sheared pins, etc., etc.). On some days 75% of the work load will be non-routine. Again, to do everything that should be done may be impossible, work will be compromised. If a particular problem takes the attention of both operators then no one is left to take care of the routine tasks.

The operators are often asked to take care of special assignments (i.e. special sampling, clean up for group tours, help for Riverfest display, chlorinating microscreens, etc.) which add to their work load.

A third operator on the shift would provide enough available man hours to assure that those things that needed to be done could be done. A third operator would allow for more efficient use of the man hours available since time would not have to be split between several tasks at once, and someone would be available to take care of unexpected problems without leaving something else undone.

3. ALLOW FOR THE EXPANSION OF ROUTINE: The operators daily responsibilities have increased over the last several years but there are a number of jobs that we should be able to do on a more regular basis: i.e. more frequent and thorough housekeeping, routine chlorination of microscreens - especially the secondary screens, more frequent and thorough plant rounds, more time devoted to routine microscreen nozzle and strainer cleaning, and more frequent pH meter calibration, etc.

4. ALLOW TIME FOR SPECIAL PROJECTS: A third person on the shifts would allow time to train and/or utilize operators for tasks they are not currently involved in.

The respirometer (which has been idle for a while) could be utilized again for routine analyses with the possibility of using it for some research into toxicities, BOD loadings, etc. A third operator could help on some projects that are currently languishing due to lack of time and/or help, i.e. the production of training, public relations and informational videos and the computerization of some of our record keeping. A third operator could be used to help in projects such as Riverfest displays and signs.

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October 27, 1987

5. TRAINING: A third operator per shift would allow operators to spend more time upgrading their own knowledge and skills through self study, video courses and possibly short courses or workshops available. Time can be devoted to obtaining skills that will be needed in the future such as computer familiarity.

6. PERSONNEL IN PLACE FOR THE FUTURE: A third operator would provide MSD with personnel already on line to move into full scale, Phase II operation and sludge disposal operations when those processes are in place. With a third operator, a core of trained people already acquainted with plant operations, could move into sludge operations without over-stressing plant personnel requirements. These people could be particularly effective if we begin early to take advantage of any informational or training opportunities available.

After working with the 1st phase equipment for several months, it seems obvious that the operation can be fairly labor intensive. With phase one in place we are in effect operating two plants - our old plant plus phase one. A third operator on each shift would, I believe, allow for a more efficient and safer operation of the plant.

For the reasons discussed above, I request four (4) additional operations personnel.

MF/jmd

**SCHEDULE OF ANNUAL AND REGULAR MEETING DATES**

**OF THE**

**METROPOLITAN SEWERAGE DISTRICT BOARD**

Meetings are held in the Boardroom of Metropolitan Sewerage District Administration Building, N.C. Highway 251 North at Woodfin, NC

**1988**

January 19	2:00 p.m.
February 16	2:00 p.m.
March 15	2:00 p.m.
April 19	2:00 p.m.
May 17	2:00 p.m.
June 21	2:00 p.m.
July 19 (Annual Meeting)	2:00 p.m.
August 16	2:00 p.m.
September 20	2:00 p.m.
October 18	2:00 p.m.
November 15	2:00 p.m.
December 13	2:00 p.m.

  
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**SECRETARY/TREASURER**