

ORANGE WATER AND SEWER AUTHORITY

MEETING OF THE BOARD OF DIRECTORS

September 13, 2012

The Board of Directors of the Orange Water and Sewer Authority (OWASA) held a regular meeting on Thursday, September 13, 2012, at 7 PM in OWASA's Community Room at 400 Jones Ferry Road, Carrboro.

Directors present: Alan Rimer, P.E., Chair; John A. Young, Vice Chair; Amy Witsil, Secretary; Terri Buckner; Michael M. Hughes, P.E.; Will Raymond; and Dana Stidham. Directors absent: Stephen Dear and Gordon Merklein.

OWASA staff: Jason Blake; Stuart Carson; Mason Crum; Patrick Davis; Greg Feller; Vishnu Gangadharan; Stephanie Glasgow; Thurman Green; John Greene; Ed Holland; Ed Kerwin; Heidi Lamay; Andrea Orbich; Dan Przybyl; Kevin Ray; Kelly Satterfield; Michael Tyree; Stephen Winters; and Robert Epting, Esq., Epting and Hackney.

Others present: Fred Battle, Orange County resident; Mac Clarke, Chapel Hill resident; and Meg Holton, Water, Wastewater, and Stormwater Manager of the University of North Carolina at Chapel Hill.

There being a quorum present, Chair Alan Rimer called the meeting to order.

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MOTIONS ACTED UPON

1. BE IT RESOLVED THAT the Orange Water and Sewer Authority adopt the resolution titled, Resolution for Sole Source Procurement of Hyperboloid Mixers from Invent Environmental Technologies, Inc. for Aeration System Improvements at the Mason Farm Wastewater Treatment Plant. (Resolution so titled, attached hereto, and made a part of these minutes. Motion by John Young, second by Will Raymond and carried by unanimous vote.)

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ITEM ONE: ANNOUNCEMENTS

CONFLICT OF INTEREST

Alan Rimer said any Board Member who knows of a conflict of interest or potential conflict of interest with respect to any item on the agenda tonight is asked to disclose the same at this time. There were none.

FRED BATTLE

Alan Rimer read aloud a resolution of appreciation honoring the service of former OWASA Board Member Fred Battle. (This resolution of appreciation was approved at the Board's August 23, 2012 meeting.)

The Board expressed their sincere appreciation to Mr. Battle for his leadership and service to OWASA and the community.

CHANGE TO THE AGENDA

Alan Rimer said that the Closed Session for the Purpose of Discussing a Personnel Matter has been postponed until the September 27, 2012 Annual Board meeting due to Gordon Merklein's excused absence.

UPCOMING MEETING

Alan Rimer said that on Thursday, October 18, 2012, the Chapel Hill Town Council's OWASA Committee and the Chapel Hill appointees to the OWASA Board will meet at 8 AM in the OWASA Boardroom to discuss items of mutual interest.

FINANCE COMMITTEE MEETING

John Young said the Finance Committee met prior to the Board meeting to discuss the initial results of the ongoing water and sewer rate study. The Committee will have additional meetings and discussions prior to making recommendations to the full Board.

ITEM TWO: PETITIONS AND REQUESTS

Alan Rimer asked for petitions and requests from the public, Board and staff; there were none.

ITEM THREE: ANNUAL REPORT ON DISPOSAL OF SURPLUS PERSONAL PROPERTY

The Board received this item as information.

ITEM FOUR: RESOLUTION FOR SOLE SOURCE PROCUREMENT OF HYPERBOLOID MIXERS FROM INVENT ENVIRONMENTAL TECHNOLOGIES, INC. FOR AERATION SYSTEM IMPROVEMENTS AT THE MASON FARM WASTEWATER TREATMENT PLANT

John Young made a motion to adopt the resolution; the motion was seconded by Will Raymond and carried by unanimous vote. Please see Motion No. 1 above.

ITEM FIVE: UPDATE ON BUSINESS INTELLIGENCE EFFICIENCIES

Patrick Davis, Sustainability Manager, guided a team presentation on business intelligence initiatives to improve services and efficiencies at OWASA.

Michael Tyree, Utility Mechanic II in the Distribution and Collection Department, presented information on how mobile computing technology has improved the efficiency of OWASA's efforts to identify and mark the location of underground pipes. Jason Blake, Utility Mechanic I, presented information on the improved integration of customer billing service orders and field service requests, and the use of mobile computing technology to assign and remotely complete the service requests in the field.

Mr. Davis said that OWASA's Geographic Information System (GIS) is essential for many business processes and knowledge management and transfer efforts; and that staff continues to improve the extent and accuracy of information in OWASA's GIS. Examples of future business intelligence initiatives are enhanced integration of laboratory and operating data at treatment plants, improving asset management data, streamlining the tracking of project costs, better management of electronic documents, and integrating fee payment and work order processes for starting new service.

Dana Stidham asked what percentage of OWASA pipes are documented in OWASA's GIS, as it appeared that certain sewer lines in Carrboro's Main Street/Roberson Street vicinity did not appear in the GIS data. Staff will follow-up.

Board Members noted that the current billing software system and on-line bill features have shortcomings and asked if there are plans for improving those.

Dan Przybyl, Director of Information Technology, said that staff is working with a consultant to evaluate requirements for new core business software systems, such as customer service and billing, finance, payroll, etc. As part of the Fiscal Year 2014 budget process, staff will follow-up with the Board regarding recommended changes to our core business software systems.

ITEM SIX: PRIORITIES OF THE STANDING COMMITTEES OF THE BOARD OF DIRECTORS

The Board concurred with the Committee's tasks and priorities.

ITEM SEVEN: EXECUTIVE DIRECTOR WILL SUMMARIZE THE KEY ACTION ITEMS FROM THE BOARD MEETING AND NOTE SIGNIFICANT ITEMS FOR DISCUSSION AND/OR ACTION EXPECTED AT THE NEXT BOARD MEETING

Ed Kerwin summarized the meeting with the following items:

- Follow-up on the question from Dana Stidham about the percentage of OWASA pipes documented in OWASA's GIS, as it appeared that certain sewer lines in Carrboro's Main Street/Roberson Street vicinity did not appear in the GIS data. Dana Stidham about the percentage of OWASA pipes documented in OWASA's Geographic Information System.
- As part of the Fiscal Year 2014 budget process, staff will provide additional information regarding possible changes to core business software systems.
- The September 27, 2012 Annual Meeting of the Board will include:
 - Presentation of OWASA's Annual Report; and
 - Reappointment of General Counsel.

There being no further business to come before the Board, the meeting was adjourned at 8:30 P.M.

Attachment

**RESOLUTION OF ORANGE WATER AND SEWER AUTHORITY
DECLARING ITS INTENTION TO EXECUTE A SOLE SOURCE
PROCUREMENT OF HYPERBOLOID MIXERS FROM INVENT
ENVIRONMENTAL TECHNOLOGIES, INC. FOR AERATION SYSTEM
IMPROVEMENTS AT THE MASON FARM WASTEWATER TREATMENT
PLANT**

WHEREAS, Orange Water and Sewer Authority (OWASA) is a political subdivision of, and is organized and existing under the laws of the State of North Carolina; and

WHEREAS, State of North Carolina General Statute (GS) 143-129 (Procedure for letting of public contracts) allows a governing board to approve purchases of apparatus, supplies, materials or equipment through a non-competitive, or “sole source,” process when: (i) performance or price competition are not available; (ii) a needed product is available from only one source of supply; or (iii) standardization or compatibility is the overriding consideration; and

WHEREAS, OWASA plans to design and install a new fine bubble aeration system at the Mason Farm Wastewater Treatment Plant (WWTP) to improve the efficiency of the aeration system; and

WHEREAS, OWASA, with assistance from its consulting engineer, Brown and Caldwell, has extensively evaluated the advantages and disadvantages of alternative mixer technologies for this project; and

WHEREAS, following the evaluation, OWASA has determined that for several reasons, the hyperboloid mixers are preferred over other technologies; and

WHEREAS, Invent Environmental Technologies, Inc. is the only practical and proven source for hyperboloid mixers capable of meeting OWASA’s needs; and

WHEREAS, pursuant to GS 143-129, the OWASA Board of Directors must approve purchases made through the sole source process prior to the award of the contract;

NOW, THEREFORE, BE IT RESOLVED:

1. That following extensive evaluation of the advantages and disadvantages of alternative mixer technologies, the OWASA Board of Directors, based on guidance from staff and its consulting engineer, Brown and Caldwell, has concluded that hyperboloid mixers are best suited to meet OWASA’s needs for new mixers for the aeration system improvements at the Mason Farm WWTP because it has extensive advantages over other mixer types, including but not limited to lower capital and operating costs, and lower overall life cycle costs.

2. That the Board of Directors has concluded that a sole source procurement approach is appropriate because:

- (i) hyperboloid mixers are needed considering the specific operations and needs of the Mason Farm WWTP; and
- (ii) there is only one practical source for hyperboloid mixers that has been proven in the water and sewer industry in the United States.

3. That the Board of Directors hereby approves the sole source procurement of hyperboloid mixers from Invent Environmental Technologies, Inc. for the Mason Farm Wastewater Treatment Plant, and authorizes and directs the Executive Director to proceed to negotiate and successfully conclude said purchase upon approval of OWASA's General Counsel.

4. This resolution shall take effect immediately upon its passage.

Adopted this the 13th day of September, 2012.