

ORANGE WATER AND SEWER AUTHORITY

MEETING OF THE BOARD OF DIRECTORS

DECEMBER 11, 2014

The Board of Directors of the Orange Water and Sewer Authority (OWASA) held a regular business meeting on Thursday, December 11, 2014, beginning at 6:15 PM in the OWASA Community Room, 400 Jones Ferry Road, Carrboro.

Board Members present: John A. Young, Chair; Michael M. Hughes, P.E., Vice Chair; Heather Payne, Secretary; Terri Buckner; Stephen (Steve) Dear; Quinton Harper; David (Dave) Moreau; Ruchir Vora; and Amy Witsil.

OWASA staff present: Ed Kerwin; Denise Battle; Mary Darr; Patrick Davis; Monica Dodson; Greg Feller; Kenneth Loflin; Andrea Orbich; Kevin Ray; Ruth Rouse; Kelly Satterfield; Todd Taylor; Stephen Winters; and Robert Epting of Epting and Hackney.

Others present: Ben Poulson, Associate Director of Energy Services, and Meg Holton, Water, Wastewater, and Stormwater Manager, University of North Carolina at Chapel Hill; and members of Chapel Hill Boy Scout Troop 39 – Patrick T. Deegan, Chris Kelly, Diane Meyer, Brich Kelly, Amit Parikh, Shilpa Shah, Elijah Meyer and Preston Crosswell.

There being a quorum present, Chair John Young 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 to Accept Conservation Easement on Parcel in Cane Creek Watershed. (Resolution so titled attached hereto and made a part of these minutes. Motion by Michael Hughes, second by Heather Payne and unanimously approved.)
2. Michael Hughes made a motion to approve the Minutes of the October 23, 2014 Meeting of the Board of Directors; second by Heather Payne, and unanimously approved.
3. Michael Hughes made a motion to approve the Minutes of the October 23, 2014 Closed Session of the Board of Directors for the Purpose of Discussing a Personnel Matter; second by Heather Payne, and unanimously approved.
4. Michael Hughes made a motion to approve the Minutes of the November 13, 2014 Work Session of the Board of Directors; second by Heather Payne, and unanimously approved.

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ANNOUNCEMENTS

Conflict Of Interest

John Young 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. David Moreau requested recusal from voting on the bonds because he is an OWASA bondholder.

Committee Meeting

Steve Dear said that the Community Engagement Committee met on December 2, 2014 to discuss the overall framework for community engagement. Mr. Dear said that an extensive discussion was held on the current community engagement program as well as the possibility of authorizing staff to draft a scope and process for a customer research program. This topic will be discussed further as an item in tonight's work session.

Michael Hughes said the Human Resources (HR) Committee met on December 9, 2014 to discuss the annual performance review period of the Executive Director. Mr. Hughes said the HR Committee agreed to recommend to the Board that the October 1st to September 30th is the preferred annual performance review period for the Executive Director. This topic will be discussed further in tonight's work session.

Heather Payne said the Finance Committee met prior to the Board meeting tonight to review the process for issuing a Request for Proposals for audit services and the Board's policy regarding financial reserves. Ms. Payne said the Committee agreed that the Finance Committee Chair will sit on the selection panel for the audit firm interviews. She also reported that several Committee members indicated that they are comfortable with reserves as currently stipulated in OWASA's Financial Management Policy. However, some members favor considering reducing the minimum reserve target amounts. The Committee voted to continue with the level of reserve minimums identified in the current Financial Management Policy at least until Fiscal Year 2016 budget deliberations.

PETITIONS AND REQUESTS

John Young asked for petitions and requests from public, Board and staff; there were none.

ITEM ONE: ADDITIONAL CONSERVATION EASEMENT ON A PARCEL IN THE CANE CREEK WATERSHED

Michael Hughes made a motion to approve the Resolution to Accept Conservation Easement on Parcel in Cane Creek Watershed; second by Heather Payne, and unanimously approved. Please see Motion No. 1 above.

ITEM TWO: MINUTES

Michael Hughes made a motion to approve the Minutes of the October 23, 2014 Meeting of the Board of Directors; second by Heather Payne, and unanimously approved. Please see Motion No. 2 above.

ITEM THREE: MINUTES

Michael Hughes made a motion to approve the Minutes of the October 23, 2014 Closed Session of the Board of Directors for the Purpose of Discussing a Personnel Matter; second by Heather Payne, and unanimously approved. Please see Motion No. 3 above.

ITEM FOUR: MINUTES

Michael Hughes made a motion to approve the Minutes of the November 13, 2014 Work Session of the Board of Directors; second by Dave Moreau, and unanimously approved. Please see Motion No. 4 above.

WORK SESSION:

Following the meeting, the Board convened in a work session to discuss:

- community engagement research;
- an update on State-required water supply planning documents (Local Water Supply Plan and Water Shortage Response Plan);
- Draft Schedule for Employee Total Compensation Study through June 2015; and
- Draft Charter for Development of an Energy Management Plan.

The meeting was adjourned at 8:00 PM.

Respectfully submitted,



Andrea Orbich
Executive Assistant/Clerk to the Board

Attachments

**RESOLUTION TO ACCEPT CONSERVATION EASEMENT ON PARCEL
IN CANE CREEK WATERSHED**

WHEREAS, in order to protect water quality in the Cane Creek watershed, Orange Water and Sewer Authority (OWASA) supports efforts to preserve or protect properties crossed by streams and wetlands tributary to the Cane Creek Reservoir; and

WHEREAS, Bernadette Pelissier and G. Vann Bennett are the owners of Lot 13 in Cascade Forest Subdivision near the Cane Creek Reservoir; and, Cane Creek runs adjacent to Lot 13, and from that point, is tributary to the Cane Creek Reservoir; and

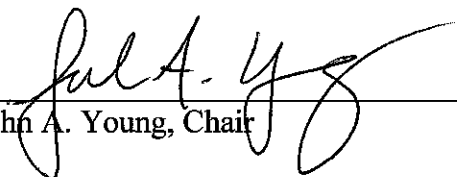
WHEREAS, Lot 13 of Cascade Forest is subject to Subdivision Restrictive Covenants, and to a Conservation Easement previously executed in favor of Orange Water and Sewer Authority; nevertheless, presently, Lot 13 could be developed and built upon for use as a single-family residence; and

WHEREAS, Bernadette Pelissier and G. Vann Bennett propose to give OWASA by deed of gift a further Conservation Easement, which will surrender all further development rights to Lot 13, thereby assuring that the lot will never be built upon or otherwise developed, and which will keep Lot 13 in its natural, undeveloped state, forever.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF
ORANGE WATER AND SEWER AUTHORITY:**

1. That the Board of Directors, having been fully advised of the details of the transaction, and having found that acceptance of the proposed Conservation Easement will afford material protection to the water resources of the the Cane Creek Watershed, hereby resolves to approve the transaction and accept the conveyance to OWASA of the proposed Conservation Easement on Lot 13 of the Cascade Forest Subdivision in the form attached.

Adopted this the 11th day of December, 2014.



John A. Young, Chair

ATTEST:



Heather Payne, Secretary