

ORANGE WATER AND SEWER AUTHORITY
WORK SESSION OF THE BOARD OF DIRECTORS

DECEMBER 11, 2014

The Board of Directors of the Orange Water and Sewer Authority (OWASA) held a Work Session on Thursday, December 11, 2014, starting at 6:15 PM in OWASA's Community Room at 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; Mary Darr; Patrick Davis; Greg Feller; Stephanie Glasgow; Andrea Orbich; Ruth Rouse; Stuart Carson; Todd Taylor; Stephen Winters; and Robert Epting, Esq., 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 Crowell.

ITEM ONE: COMMUNITY ENGAGEMENT RESEARCH

After discussion, the Board agreed that the Community Engagement Committee and staff will meet in January to discuss objectives for a potential program of researching customer perceptions.

ITEM TWO: UPDATE ON THE STATE-REQUIRED WATER SUPPLY PLANNING DOCUMENTS

The Board received a report from staff on the need for Board approval of OWASA's State-required 2012 Local Water Supply Plan, which was recently approved by the State, and on the recommended concurrent approval of minor revisions to OWASA's State-required Water Shortage Response Plan. A resolution to approve the plans is scheduled for action at the Board's January 22, 2015 meeting.

ITEM THREE: DRAFT SCHEDULE FOR EMPLOYEE TOTAL COMPENSATION STUDY - THROUGH JUNE 2015

The Board discussed the schedule for a study of total compensation of OWASA employees. The process will include selecting a consultant and preparing the scope of work by late June, 2015.

ITEM FOUR: DRAFT CHARTER FOR AN ENERGY MANAGEMENT PLAN

The Board discussed the draft charter for preparation of an Energy Management Plan for OWASA. The draft charter, which has potential objectives, assumptions, approach, timetable,

plans for engaging stakeholders, etc., will be on the Board's agenda for consideration and action on January 22, 2015. Staff will also include the proposed Community Engagement Plan for the project in the agenda materials.

ITEM FIVE: DRAFT EXECUTIVE DIRECTOR PERFORMANCE GOALS

The Board discussed the Executive Director's performance goals and the Board's schedule for performance evaluations and determined the preferred annual performance review period for the Executive Director will be October 1st to September 30th with an interim review in March/April.

ITEM SIX: REVIEW BOARD WORK SCHEDULE

The Board agreed that its January 8, 2015 work session will begin at 6:00 PM and that discussion of the work session format on January 8, 2015 will include Board-staff communications.

ITEM SEVEN: REQUEST(S) BY BOARD COMMITTEES, BOARD MEMBERS AND STAFF

There were none.

ITEM EIGHT: EXECUTIVE DIRECTOR WILL SUMMARIZE THE KEY ITEMS FROM THE WORK SESSION

Ed Kerwin said he would coordinate with Steve Dear a Community Engagement Meeting in January 2015 to discuss possible objectives for conducting customer research and develop specific recommendations. Mr. Kerwin will also extend his Executive Director Performance Goals through August 2015.

The meeting was adjourned at 8:00 PM.

Respectfully submitted by:



Andrea Orbich
Executive Assistant/Clerk to the Board