

Orange Water and Sewer Authority

Meeting of the Board of Directors

July 12, 2018

The Board of Directors of the Orange Water and Sewer Authority (OWASA) met in a work session on Thursday, July 12, 2018, at 6:00 p.m. in OWASA's Community Room, 400 Jones Ferry Road, Carrboro.

Board Members present: Yinka Ayankoya (Chair), Jeff Danner (Vice Chair), Ray DuBose (Secretary), Bruce Boehm, Jody Eimers, Robert Morgan, John N. Morris and John A. Young.
Board Member absent: Ruchir Vora.

OWASA staff present: Mary Darr, James Dodson, Monica Dodson, Robert Epting, Esq., (Epting and Hackney), Vishnu Gangadharan, Adam Haggerty, Ed Kerwin, Linda Low, Andrea Orbich, Kelly Satterfield, Todd Spencer, Todd Taylor, Mary Tiger, Stephen Winters and Richard Wyatt.

Others present: Terri Buckner, Barbara Foushee, Margaret Holton (University of North Carolina Water Resources Manager), Ben Poulson (UNC Associate Director of Energy Services), Valerie Yow and JD Solomon (CH2M).

Motions

1. BE IT RESOLVED THAT the Board of Directors of the Orange Water and Sewer Authority adopts the Resolution Awarding a Construction Contract for the Mason Farm Wastewater Treatment Plant Intermediate Pump Station Rehabilitation Project. (Motion by Robert Morgan, second by Jeff Danner and unanimously approved.)
2. BE IT RESOLVED THAT the Board of Directors of the Orange Water and Sewer Authority adopts the Resolution Awarding a Construction Contract for the Pritchard Avenue Water Main Replacement Project. (Motion by Robert Morgan, second by Jeff Danner and unanimously approved.)
3. BE IT RESOLVED THAT the Board of Directors of the Orange Water and Sewer Authority adopts the Resolution to Approve North Carolina Department of Transportation Right of Way Acquisition for Roadway Improvements of Highway 54 and Orange Grove Road. (Motion by Robert Morgan, second by Jeff Danner and unanimously approved.)
4. Robert Morgan made a motion to approve the Minutes of the June 14, 2018 Work Session of the Board of Directors; second by Jeff Danner and unanimously approved.

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Announcements

Yinka Ayankoya asked if any Board Member knows of a conflict of interest or potential conflict of interest with respect to any item on the agenda tonight to disclose the same at this time; none were disclosed.

Ms. Ayankoya welcomed new Board Members Jody Eimers (Orange County Appointee) and Bruce Boehm (Chapel Hill Appointee) who took their oath of office on July 2, 2018. She also noted that on July 2, 2018, a New Board Member Orientation meeting was held along with other Board Members and staff.

Ms. Ayankoya announced that she distributed to the Board a draft list of the Standing Committees of the Board and requested feedback on same; final list will be distributed later. Committee assignments are (*Committee Chair): Community Engagement – Ruchir Vora*, Bruce Boehm, Jody Eimers and John Morris; Finance – Ray DuBose*, Jeff Danner, Robert Morgan and John Young; Human Resources – Robert Morgan*, Jeff Danner, Ray DuBose and Ruchir Vora; Natural Resources and Technical Services – John Young*, Bruce Boehm, Jody Eimers and John Morris.

Ms. Ayankoya said that the Human Resources Committee met on June 25, 2018, to continue discussing OWASA's retiree health benefits for new hires and deferred compensation (457) plan. The Committee agreed to review additional options at a future meeting this fall.

Ray DuBose announced that OWASA employees volunteered to participate in an "Orange to Orange" walking challenge to promote fitness which was organized by Orange County. This challenge included the Towns of Carrboro, Chapel Hill and Hillsborough; the idea was to walk the distance from Orange County, NC to Orange County, CA (total of 2,505 miles) and OWASA was the winner of this first annual competition.

Ed Kerwin said that the City of Durham staff notified OWASA today that they may discontinue OWASA's transfer of water by Monday, July 16, 2018.

Item One: Quarterly Report on Attendance at Board and Committee Meetings

The Board received this as an information item.

Item Two: Resolution Awarding a Construction Contract for the Mason Farm Wastewater Treatment Plant Intermediate Pump Station Rehabilitation Project

Motion by Robert Morgan, second by Jeff Danner and unanimously approved. Please see Motion No. 1 above.

Item Three: Resolution Awarding a Construction Contract for the Pritchard Avenue Water Main Replacement Project

Motion by Robert Morgan, second by Jeff Danner and unanimously approved. Please see Motion No. 2 above.

Item Four: Approve North Carolina Department of Transportation Right of Way Acquisition of Partial Interest in OWASA Property for Roadway Improvements at the Intersection of Highway 54 and Orange Grove Road

Robert Morgan made a motion to adopt the Resolution Approving the NC Department of Transportation's Acquisition of OWASA Property for Road Improvements at the Intersection of Highway 54 and Orange Grove Road; second by Jeff Danner and unanimously approved. Please see Motion No. 3 above.

The approval of this resolution reflects compensation to OWASA in the amount of \$5,000.

Item Five: Minutes

Robert Morgan made a motion to approve the Minutes June 14, 2018 Work Session of the Board of Directors; second by Jeff Danner and unanimously approved. Please see Motion No. 4 above.

Item Six: Discuss Draft Water Treatment Plant (WTP) and Wastewater Treatment Plant (WWTP) Reliability and Risk Assessment Evaluation

The Board received and provided feedback on the Draft Jones Ferry Road WTP and Mason Farm WWTP Reliability and Risk Assessment Evaluation. JD Solomon, Project Director at CH2M, delivered a presentation on the Reliability and Risk Evaluation process, findings and recommendations. In September 2018, the Board will review an action plan as recommended in the WTP and WWTP Reliability and Risk Assessment Study, to include a staff training plan.

Item Seven: Status of Action Items on Communications During OWASA-Related Emergencies

The Board received and discussed feedback on the status of action items regarding communications during OWASA-related emergencies including ways to connect with customers who are harder to reach, for example, multi-family master meter customers. The Board also inquired about the possibility of developing standard operating protocols for emergencies. An updated report will be provided to the Board at a future meeting.

Item Eight: Review Draft of Weights Assigned to Decision-Criteria of a Request for Proposals for Banking Services

Yinka Ayankoya noted that the Board received a public comment via e-mail on this topic.

The Board provided feedback on the criteria to be included in a Request for Proposals (RFP) for banking services including social responsibility and environmental sustainability. It was agreed that staff will provide the Board draft questions for comment on social responsibility and environmental sustainability via e-mail for staff's consideration in the RFP. Staff will evaluate the firms and make a recommendation for Board approval.

Item Nine: Review Board Work Schedule

The Board agreed to add a closed session item to the August 23, 2018 Board meeting regarding potential litigation.

Item Ten: Executive Director Will Summarize the Key Staff Action Items from the Work Session

Ed Kerwin noted the following items for staff follow-up:

- Review the feedback received on the draft Water Treatment Plant and Wastewater Treatment Plant Reliability and Risk Assessment Evaluation as well as action items regarding communications during OWASA-related emergencies; and
- provide the Board draft questions for comment on social responsibility and environmental sustainability via e-mail for staff's consideration in the Request for Proposals for Banking Services including social responsibility and environmental sustainability.

The Board Work Session was adjourned at 8:05 p.m.

Respectfully submitted by:



Andrea Orbich
Executive Assistant/Clerk to the Board

Attachments

**RESOLUTION AWARDING A CONSTRUCTION CONTRACT FOR THE MASON FARM
WASTEWATER TREATMENT PLANT INTERMEDIATE PUMP STATIONS ELECTRICAL
AND HVAC REHABILITATION PROJECT**

WHEREAS, there is a need to rehabilitate the electrical and heating, ventilation and air conditioning (HVAC) equipment at the Mason Farm Wastewater Plant (WWTP) Intermediate Pump Stations; and

WHEREAS, plans and specifications for the construction of this project have been prepared by Apogee Consulting; and

WHEREAS, advertisement for contractor qualifications was published on the websites of the North Carolina Institute of Minority Economic Development, North Carolina Department of Administration, and OWASA on December 8, 2016, and ten contractors were qualified to bid at the time of the bid; and

WHEREAS, on May 2, 2018, the prequalified contractors were formally invited to submit construction bids for the project, and after receiving only two bids on the first bid opening date of June 5, 2018 the project was re-bid:

WHEREAS two bids were subsequently received on June 12, 2018; and

WHEREAS, Turner Murphy Company, Inc. of Rock Hill, South Carolina has been determined to be the low responsive, responsible bidder for the project; and

WHEREAS, on February 22, 2018 the Board approved a resolution authorizing funds for this project as part of the State Reserve Program loan;

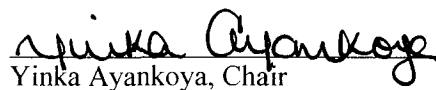
NOW, THEREFORE, BE IT RESOLVED:

1. That the Orange Water and Sewer Authority Board of Directors awards the construction contract to Turner Murphy Company, Inc., the low responsive, responsible bidder for the Mason Farm WWTP Intermediate Pump Station Electrical and HVAC Rehabilitation Project, in accordance with the approved plans and specifications, in the amount of \$639,268.00, subject to such change orders as may apply.

2. That the Executive Director be, and hereby is, authorized to execute said contract, subject to prior approval of legal counsel, and to approve and execute change orders and such documents as may be required in connection with the construction contract.

3. That the tentative award is contingent upon the approval of the North Carolina Department of Environmental Quality.

Adopted this 12th day of July 2018.


Yinka Ayankoya, Chair

ATTEST:


Raymond E. DuBose, Secretary

**RESOLUTION AWARDING A CONSTRUCTION CONTRACT FOR THE
PRITCHARD AVENUE WATER MAIN REPLACEMENT PROJECT**

WHEREAS, there is a need to replace the 8-inch asbestos concrete water main along Pritchard Avenue; and

WHEREAS, plans and specifications for the construction of this project have been prepared by CJS Conveyance, PLLC; and

WHEREAS, advertisement for contractor qualifications was published on the websites of the North Carolina Institute of Minority Economic Development, North Carolina Department of Administration, and OWASA on March 23, 2018, and seven contractors were qualified to bid; and

WHEREAS, on May 18, 2018, the prequalified contractors were formally invited to submit construction bids for the project, and three bids were received on June 26, 2018; and

WHEREAS, Moffat Pipe, Inc. of Wake Forest, North Carolina has been determined to be the low responsive, responsible bidder for the project; and

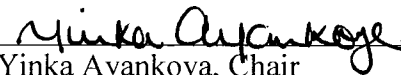
WHEREAS, on June 14, 2018 the Board approved a resolution authorizing funds for Capital Improvements Projects, including funds for this project as part of the High Priority Water Main Replacement Program;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Orange Water and Sewer Authority Board of Directors awards the construction contract to Moffat Pipe, Inc., the low responsive, responsible bidder for the Pritchard Avenue Water Main Replacement Project, in accordance with the approved plans and specifications, in the amount of \$884,670.00, subject to such change orders as may apply.

2. That the Executive Director be, and hereby is, authorized to execute said contract, subject to prior approval of legal counsel, and to approve and execute change orders and such documents as may be required in connection with the construction contract.

Adopted this 12th day of July, 2018.


Yinka Ayankoya, Chair

ATTEST:


Raymond E. DuBose, Secretary

**RESOLUTION APPROVING THE NC DEPARTMENT OF TRANSPORTATION
RIGHT OF WAY ACQUISITION FOR ROAD IMPROVEMENTS AT THE
INTERSECTION OF HIGHWAY 54 AND ORANGE GROVE ROAD**

WHEREAS, OWASA owns property located adjacent on both sides of Orange Grove Road at its intersection with Highway 54; and

WHEREAS, the North Carolina Department of Transportation has plans to widen and otherwise improve that intersection, and needs to acquire narrow strips of OWASA's land at that intersection for that purpose, and has offered \$5,000.00 as just compensation for that acquisition; and

WHEREAS, the North Carolina Department of Transportation offer represents fair compensation for the OWASA interests being acquired;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Orange Water and Sewer Authority Board of Directors approves the offer of compensation to be paid for the OWASA land being acquired at the intersection of Orange Grove Road and Highway 54 and that offer is hereby approved and accepted, and upon receipt of that compensation by OWASA, the Executive Director is authorized on behalf of Orange Water and Sewer Authority to execute and deliver to the North Carolina Department of Transportation an appropriate deed conveying the interest being purchased and sold to the North Carolina Department of Transportation.

This the 12th day of July, 2018.


Yinka Ayankoya, Chair

ATTEST:


Raymond E. DuBose, Secretary