

# Orange Water and Sewer Authority

## Meeting of the Board of Directors

November 15, 2018

The Board of Directors of the Orange Water and Sewer Authority (OWASA) met in a work session on Thursday, November 15, 2018, at 6 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 Ruchir Vora. Board Member absent: John A. Young.

OWASA staff present: Patrick Davis, Robin Jacobs, Esq., (Epting and Hackney), Ed Kerwin, Andrea Orbich, Ruth Rouse, Todd Taylor, Mary Tiger and Richard Wyatt.

Others present: none.

### Motions

1. John Morris made a motion to approve the Minutes of the November 8, 2018 Closed Session of the Board of Directors for the Purpose of Discussing a Personnel Matter; second by Bruce Boehm 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 said a Diversity and Inclusion session with VISIONS, Inc., was held for new Board Members on November 13, 2018. A full Board session will be scheduled soon.

Ms. Ayankoya requested Board Members complete a doodle poll to schedule a Board Work Session to discuss communications and community relations.

Jeff Danner said the Chapel Hill Town Council OWASA Committee and Chapel Hill Appointees to the OWASA Board meet today to discuss key OWASA initiatives as well as an overview of the November 5, 2018 water emergency; the next meeting will be scheduled in 2019.

Robert Morgan said the November 28, 2018 Human Resources Committee meeting will be rescheduled in early 2019.

Ray DuBose announced a Finance Committee meeting on December 5, 2018 at 5 p.m. in the OWASA Boardroom to review analyses of operating expenses and discuss planning assumptions for the Fiscal Year 2020 budget.

Mr. Dubose said that Jody Eimers and he will meet with Orange County Commissioners, Penny Rich and Mark Marcoplos, on November 16, 2018 at 10 a.m. in the Root Cellar to discuss the November 5, 2018 water main break.

John Morris announced a Natural Resources and Technical Services Committee meeting on Wednesday, December 12, 2018 at 4 p.m. in the OWASA Boardroom to discuss the overall approach for managing forested watershed lands.

Ed Kerwin said the Chamber of Commerce sponsored a meeting on November 12, 2018, with the business community to discuss the November 5<sup>th</sup> water emergency. Others in attendance included Board Members, elected officials, Orange County Health Department as well as other municipal emergency management staff to talk about what happened, answer questions and hear feedback.

Item One: Minutes

John Morris made a motion to approve the Minutes of the November 8, 2018 Closed Session of the Board of Directors for the Purpose of Discussing a Personnel Matter; second by Bruce Boehm and unanimously approved. Please see Motion 1 above.

Item Two: Long-Range Water Supply Plan: a. Scope and Schedule and b. Projected Demands and Yield

The Board agreed with staff's overall process to develop the demand projections and suggested including a break out of weather and climate impacts on demands. The Board agreed to the use of a Monte Carlo analysis or similar and that Board should be notified if such use will impact schedule or cost.

The Board requested information on future access to OWASA's Jordan Lake water supply allocation; how the projected demands affect revenue projections for the budget; additional information on the top ten high water use by master-metered, multi-family customers; and look for other resources on population growth.

The Board is scheduled to receive an update in February 2019.

Item Three: Proposed Process to Update OWASA's Strategic Plan

The Board agreed to delay the update of OWASA's Strategic Plan and that progress reports would continue annually in conjunction with the Annual Review and Updates of Strategic Trends and Utility Planning Issues report.

Item Four: Discuss Draft OWASA Action Items Recurring Every 3 to 5+ Years

The Board agreed that OWASA's Action Items Recurring Every 3 to 5+ years will be reviewed by the Board quarterly and in the suggested format.

Item Five: Discuss Key Focus Areas for OWASA's Executive Director

Key feedback the Board provided on the Key Focus Areas for OWASA's Executive Director for the period October 2018 to September 2019 included: updating Strategic Plan as approved by the Board tonight; re-prioritizing the High Quality and Reliable Service tasks as well as reliability and risk assessment of the treatment plants; and additional detail on diversity and inclusion including metrics. The Board will review and discuss an update of this document at the December 13, 2018 meeting.

Item Six: Review Board Work Schedule – Water System Resiliency

The Board discussed a possible action agenda item for the December 13<sup>th</sup> meeting regarding resources needed (equipment, new valve maintenance crew and an additional utilities engineer) to improve distribution system resiliency and capital improvements program execution.

Ed Kerwin said staff emailed the Board the scope of services developed by Hazen and Sawyer to investigate the cause of the November 5<sup>th</sup> water main break and response for feedback.

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

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

- Incorporate the Board's feedback on the projected demands and yield for the Long-Range Water Supply Plan and provide additional information as requested.
- Update and seek guidance about short and longer-term plans to improve drinking water system resiliency to include initial resource needs.

Without objection, the Board meeting was adjourned at 8:30 p.m.

Respectfully submitted by:



Andrea Orbich  
Executive Assistant/Clerk to the Board