Orange Water and Sewer Authority

Meeting of the Board of Directors

January 9, 2020

The Board of Directors of the Orange Water and Sewer Authority (OWASA) met in a work session on Thursday, January 9, 2020, at 6:00 p.m. in OWASA's Community Room, 400 Jones Ferry Road, Carrboro.

Board Members present: Raymond (Ray) DuBose (Chair), Ruchir Vora (Vice Chair), Bruce Boehm (Secretary), Yinka Ayankoya, John Cooley, Jody Eimers, Robert Morgan, John N. Morris and Bruce Runberg.

OWASA staff present: Mary Darr, Robert Epting, Esq. (Epting and Hackney), Robin Jacobs (Epting and Hackney), Ed Kerwin, Andrea Orbich, Todd Taylor, Mary Tiger, Stephen Winters and Richard Wyatt.

Others present: Meg Holton (UNC Water Resources Manager).

Motions

1. BE IT RESOLVED THAT the Board of Directors of the Orange Water and Sewer Authority adopts the Resolution Awarding Audit Contract to Martin Starnes & Associates, CPAs, P.A. and Authorizing Chair of the Board Directors and the Finance Officer to Execute Said Contract. Motion by Yinka Ayankoya, second by Ruchir Vora and unanimously approved.

2. Yinka Ayankoya made a motion to approve the Minutes of the November 14, 2019 Meeting of the Board of Directors; second by Ruchir Vora and unanimously approved.

3. Yinka Ayankoya made a motion to approve the Minutes of the December 11, 2019 Special Meeting of the Board of Directors; second by Ruchir Vora and unanimously approved.

4. Yinka Ayankoya made a motion to approve the Minutes of the December 12, 2019 Meeting of the Board of Directors; second by Ruchir Vora and unanimously approved.

5. BE IT RESOLVED THAT the Board of Directors of the Orange Water and Sewer Authority adopts the Resolution Adopting Amendments to OWASA's Sewer Use Ordinance, including the Board's recommendations that the role of the Administrator be clearly defined, within the OWASA organization; and in addition that Section 5.2(b)(11) be revised to include that "…any change in the manufacturing and/or pretreatment process that affects the user's wastewater discharge, as described in section 6.5". Motion by Robert Morgan, second by Ruchir Vora and unanimously approved.

6. Bruce Boehm made a motion that the Board of Directors approves the proposed Affordability Outreach Program Update and Plan (Year 5), and authorizes staff to proceed to implement the program in accordance with the approach described in the proposed Plan; second by Jody Eimers

and unanimously approved.

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Announcements

On behalf of the Board and staff, Ray DuBose expressed deepest sympathies to Bruce Runberg and his family, on the passing of his wife, Cynthia on December 16, 2019. Mr. DuBose said a celebration of life will be held for Cynthia Runberg on Friday, January 10, 2020, at 5:00 p.m. at UNC Botanical Garden in the Reeves Auditorium located at 100 Old Mason Farm Road in Chapel Hill.

Mr. DuBose 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.

Mr. DuBose said on January 6, 2020, an OWASA Orientation was held for newly elected Chapel Hill Town Council Members Tia Huynh and Amy Ryan. Ruchir Vora, Bruce Boehm, John Morris, Bruce Runberg, Ed Kerwin and he participated. The discussion included an overview of OWASA's governance, operations and key OWASA initiatives.

Mr. DuBose announced an OWASA Orientation for newly elected Carrboro Town Council Member Susan Romaine will be held on Wednesday, January 22, 2020, at 9:00 a.m. in the OWASA Boardroom.

Mr. DuBose announced a Special Meeting of the Board of Directors to discuss the Long-Range Water Supply Plan on Thursday, January 30, 2020 at 6:00 p.m. in the Community Room.

Mr. DuBose announced the Board of Directors will hold a Diversity and Inclusion Session with VISIONS, Inc. on Wednesday, February 12, 2020, at 5:30 p.m. in the OWASA Boardroom.

Mary Tiger said the Orange County Climate Council met on Tuesday, December 17, 2019 and worked on a draft Mission Statement and the formation of four committees.

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

The Board of Directors received this as an information item.

Item Two: Resolution Awarding Audit Contract to Martin Starnes & Associates, CPAs, P.A. and Authorizing Chair of the Board of Directors and the Finance Officer to Execute Said Contract

Yinka Ayankoya made a motion to approve the resolution; second by Ruchir Vora and unanimously approved. Please see Motion 1.

Item Three: Minutes

Yinka Ayankoya made a motion to approve the Minutes of the November 14, 2019 Meeting of the Board of Directors; second by Ruchir Vora and unanimously approved. Please see Motion 2.

Item Four: Minutes

Yinka Ayankoya made a motion to approve the Minutes of the December 11, 2019 Special Meeting of the Board of Directors; second by Ruchir Vora and unanimously approved. Please see Motion 3.

Item Five: Minutes

Yinka Ayankoya made a motion to approve the Minutes of the December 12, 2019 Meeting of the Board of Directors; second by Ruchir Vora and unanimously approved. Please see Motion 4.

Item Six: Update on Employee Health and Dental Insurance for Next Fiscal Year

The Board received and discussed a timeline, utilization data and other information related to renewing employee health and dental insurance effective July 1, 2020. OWASA has engaged a consultant (Gallagher) who will review the insurance cost proposal to be submitted later this year.

Item Seven: Diversity and Inclusion Program Update (September 2019 – December 2019)

The Board received an update of Diversity and Inclusion Program and expressed continued appreciation to staff on the progress of the program.

Item Eight: Review Comments on the Sewer Use Ordinance Update

The Board received and discussed the comments received on the Sewer Use Ordinance and after discussion approved the proposed revisions.

Robert Morgan made a motion to adopt the Resolution Adopting Amendments to OWASA's Sewer Use Ordinance, including the Board's recommendations that the role of the Administrator be clearly defined, within the OWASA organization; and in addition that Section 5.2(b)(11) be revised to include that "…any change in the manufacturing and/or pretreatment process that affects the user's wastewater discharge, as described in section 6.5"; second by Ruchir Vora and unanimously approved. Please see Motion No. 5.

Staff will reach out to the Towns permitting agencies to seek their cooperation to notify businesses that any new and existing discharges to OWASA's wastewater system must be in compliance with OWASA's Sewer Use Ordinance.

Item Nine: Affordability Outreach Program Update

The Board received and discussed an update on the Affordability Outreach Program.

Bruce Boehm made a motion that the Board of Directors approves the proposed Affordability Outreach Program Update and Plan (Year 5), and authorizes staff to proceed to implement the program in accordance with the approach described in the proposed Plan; second by Jody Eimers and unanimously approved. Please see motion No. 6.

Item Ten: Review Board Work Schedule

No new Board work schedule items were reported.

Item Eleven: Summary of Work Session Items

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

- Staff will reach out to the Towns permitting agencies to seek their cooperation to notify businesses that any new and existing discharges to OWASA's wastewater system must be in compliance with OWASA's Sewer Use Ordinance.

- Implement Year 5 of Affordability Outreach Program considering Board member suggestions.

The meeting was adjourned at 7:08 p.m.

Respectfully submitted by:

Andrea Orbich

Andrea Orbich
Executive Assistant/Clerk to the Board

Attachments

Resolution Approving and Awarding Audit Contract to Martin Starnes & Associates, CPAs, P.A. and Authorizing Chair of the Board of Directors and the Finance Officer to Execute Said Contract

Whereas, Orange Water and Sewer Authority is required by the General Statutes of the State of North Carolina and the Series 2001 Bond Order to have its financial records audited at the termination of each fiscal year; and

Whereas, in November of 2017, the Authority solicited audit proposals based upon the established criteria recommended by the North Carolina Local Government Commission; and

Whereas, Martin Starnes & Associates, CPAs, P.A. provided satisfactory service related to the Fiscal Years 2011 through 2019 financial audits;

Now, Therefore, Be It Resolved:

1. That the contract between Orange Water and Sewer Authority and Martin Starnes & Associates, CPAs, P.A. for financial audit of the Fiscal Year Ending June 30, 2020, for charges not to exceed $33,000 is hereby approved subject to approval by the North Carolina Local Government Commission.

2. That the Chair of the OWASA Board of Directors and the Finance Officer are hereby authorized to execute such contract.

Adopted this 9th day of January 2020.

Raymond E. DuBose, P.E., Chair

ATTEST:

Bruce Boehm, Secretary

Resolution Adopting Amendments to OWASA's Sewer Use Ordinance

Whereas, upon review, public comment, and further deliberation, the Board of Directors has determined to revise and amend its existing Sewer Use Ordinance, in order to update its provisions in effect since its last revision on December 14, 2006; and

Whereas, the First Draft of Amendments dated October 10, 2019 has been reviewed by the Board of Directors; and

Whereas, on October 16, 2019, the Board of Directors considered and adopted a "Declaration of Intent" to revise and amend its existing Sewer Use Ordinance, and more than sixty days have passed since adoption of that "Declaration of Intent;" and

Whereas, such "Declaration of Intent" described the ordinance as amended, which is proposed for adoption, and was submitted to Orange County and the Towns of Carrboro and Chapel Hill, as well as the University of North Carolina (UNC), UNC Health Care and NC Department of Environmental Quality's Division of Water Resources, for review and comment during the required 60 day notice period, all as required by G.S. 162A-6.14c;

Now, Therefore, Be It Resolved:

1. That the Board of Directors of the Orange Water and Sewer Authority hereby adopts the attached revised and amended Sewer Use Ordinance dated January 9, 2020, to replace its Sewer Use Ordinance and amendments previously in effect.

Adopted this 9th day of January, 2020.

Raymond DuBose, P.E., Chair

ATTEST:

Bruce Boehm, Secretary