# Orange Water and Sewer Authority

# Meeting of the Board of Directors

# February 14, 2019

The Board of Directors of the Orange Water and Sewer Authority (OWASA) met in a work session on Thursday, February 14, 2019, 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, Ruchir Vora and John A. Young.

OWASA staff present: Denise Battle, Mary Darr, Robert Epting, Esq., (Epting and Hackney), Vishnu Gangadharan, Ed Kerwin, Simon Lobdell, Linda Low, Andrea Orbich, Nick Rogers, Ruth Rouse, Todd Taylor, Mary Tiger, Stephen Winters and Richard Wyatt.

Others present: Elijah Ayankoya, Meg Holton (UNC Water Resources Manager), Ben Poulson (UNC Associate Director of Energy Services) and Adam Sharpe (HDR).

Motions

1. BE IT RESOLVED THAT the Board of Directors of the Orange Water and Sewer Authority adopts the corrected Resolution Accepting Four Low-Interest Loan Offers from the State of North Carolina, and Authorizing Executive Director to Execute and Administer all Related Loan Offer and Acceptance Documents. (Motion by Robert Morgan, second by Bruce Boehm and unanimously approved.)

2. BE IT RESOLVED THAT the Board of Directors of the Orange Water and Sewer Authority adopts the Resolution of Orange Water and Sewer Authority Awarding a Construction Contract for the University Lake Raw Water Pump Station Improvements. (Motion by Robert Morgan, second by Bruce Boehm and unanimously approved.)

3. BE IT RESOLVED THAT the Board of Directors of the Orange Water and Sewer Authority adopts the Resolution of Orange Water and Sewer Authority Declaring Its Intention to Execute a Sole Source Procurement of the Optifow Baffle System at the Mason Farm Wastewater Treatment Plant. (Motion by Robert Morgan, second by Bruce Boehm and unanimously approved.)

4. Robert Morgan made a motion to approve the Minutes of the November 15, 2018 Meeting of the Board of Directors; second by Bruce Boehm and unanimously approved.

5. Robert Morgan made a motion to approve the Minutes of the December 13, 2018 Meeting of the Board of Directors; second by Bruce Boehm and unanimously approved.

6. Robert Morgan made a motion to approve the Minutes of the December 19, 2018 Special Meeting of the Board of Directors; second by Bruce Boehm and unanimously approved.

7. Robert Morgan made a motion to approve the Minutes of the January 24, 2019 Closed Session of the Board of Directors for the Purpose of Discussing a Personnel Matter; second by Bruce Boehm and unanimously approved.

8. Robert Morgan moved that the Nominating Committee consist of the full Board and that the question of whether to amend the by-laws to formalize this nomination process be discussed on April 11, 2019; second by Ray DuBose and unanimously approved.

9. Robert Morgan made a motion to approve the Resolution Adjusting the Executive Director's Compensation; second by Ruchir Vora and unanimously approved.

* * * * * * *

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 that Ray DuBose, Jody Eimers, Ed Kerwin and she meet with Jamezetta Bedford and Sally Green, newly elected Orange County Commissioners, on February 7, 2019 to provide an OWASA orientation.

Ray DuBose said that Yinka Ayankoya, Ed Kerwin and he met with Chair Penny Rich and Mark Marcoplos, Orange County Board of Commissioners, on January 30, 2019. This was the first meeting of the group which will meet quarterly and topics discussed included: water system resiliency, Agua Vista, Sewers for Historic Rogers Road Area, Affordability Outreach Program, Diversity and Inclusion Program. The group will meet again on Thursday, April 25, 2019 at 8:00 a.m. in the OWASA Boardroom.

Mr. DuBose said that on Tuesday, February 19, 2019 Jody Eimers and he will provide a brief presentation of OWASA's Annual Update to the Orange County Board of County Commissioners at 7:00 p.m., Southern Human Services Center in Chapel Hill. Ed Kerwin will also attend, and the same topics noted previously in the quarterly meeting with the Commissioners will be presented.

Robert Morgan said the Human Resources (HR) Committee met on February 5, 2019 to discuss optional approaches to providing retiree health and deferred compensation plans. The HR Committee concluded that offering the benefits as a package would be costlier than other options and would not adequately bring the benefits in-line with the market. The HR Committee favors continuing the current offering for the retiree health plan benefit for existing employees and, as of a to-be-determined date, provide new employees with a Retiree Medical Savings Account. Mr. Morgan noted the HR Committee will continue to work on balancing the Board's desire to

fairly and competitively compensate employees while being mindful of fiscal responsibilities, and plans to meet again on Monday, March 18, 2019 at 8:00 a.m. in the OWASA Boardroom.

John Young said the Chatham-Orange Joint Planning Task Force will meet on Thursday, February 21, 2019 at 12:00 noon in the Chatham County Agriculture & Conference Center Cooperative Extension Conference Room, Pittsboro. An update of the Jordan Lake Western Intake Partners (Durham, Chatham, Pittsboro, OWASA) is on the agenda and will be presented by Dan LaMontagne, Interim Chatham County Manager.

Ruchir Vora said the Community Engagement Committee will meet on Tuesday, March 5, 2019 at 9:00 AM in the OWASA Boardroom to discuss Agua Vista Web Portal.

Mr. Vora said a meeting between the Chapel Hill Town Council OWASA Committee and Chapel Hill Appointees to the OWASA Board is scheduled for Thursday, March 14, 2019 at 8:30 AM in the OWASA Boardroom to discuss items of mutual interest.

Item One: Resolution Accepting Four Low-Interest Loan Offers from the State of North Carolina, and Authorizing Executive Director to Execute and Administer all Related Loan Offer and Acceptance Documents

Two typo corrections were noted on page two of the Resolution; these were corrected by staff, and the Board continued its consideration of the corrected version.

Robert Morgan made a motion to approve the corrected Resolution; second by Bruce Boehm and unanimously approved. Please see Motion 1 above.

Item Two: Award the University Lake Raw Water Pump Station Improvements Construction Contract

Robert Morgan made a motion to approve the resolution; second by Bruce Boehm and unanimously approved. Please see Motion 2 above.

Item Three: Sole Source Procurement of Grit Removal Equipment at the Mason Farm Wastewater Treatment Plant

Robert Morgan made a motion to approve the Resolution of Orange Water and Sewer Authority Declaring Its Intention to Execute a Sole Source Procurement of the Optiflow Baffle System at the Mason Farm Wastewater Treatment Plant; second by Bruce Boehm and unanimously approved. Please see Motion 3 above.

Item Four: Minutes

Robert Morgan made a motion to approve the Minutes of the November 15, 2018 Meeting of the Board of Directors; second by Bruce Boehm and unanimously approved. Please see Motion 4 above.

Item Five: Minutes

Robert Morgan made a motion to approve the Minutes of the December 13, 2018 Meeting of the Board of Directors; second by Bruce Boehm and unanimously approved. Please see Motion 5 above.

Item Six: Minutes

Robert Morgan made a motion to approve the Minutes of the December 19, 2018 Special Meeting of the Board of Directors; second by Bruce Boehm and unanimously approved. Please see Motion 6 above.

Item Seven: Minutes

Robert Morgan made a motion to approve the Minutes of the January 24, 2019 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 7 above.

Item Eight: Review Scope of Water Distribution System Prioritization Model

The Board provided comments and feedback on the Scope of Services for the update to the Water Distribution System Prioritization Model. The study, which is expected to take about a year to complete, will not only inform capital project prioritization and guide long-term infrastructure investment decisions, but will also develop operational strategies to manage risks in highly critical areas of the water distribution system.

Item Nine: Community Engagement Approach for Forestry Management Program

After considerable discussion, the Board agreed to authorize staff to develop a Community Engagement Plan for the Forestry Management Program including the following steps:

- Engage local elected officials regarding forestry management;
- Organize a community meeting in Cane Creek during which:
    - OWASA will provide a presentation on its new incremental forest management approach with supporting photos/exhibits, and draft Guiding Principles as developed by staff
    - Small group discussions to invite input from participants at the meeting
- Staff to present a list of up to 10 sites for forest management, based on the Guiding Principles, to the Board. Public will have the opportunity to comment at the Board meeting. Once the Board approves a subset of the draft list of sites for forestry management, staff will develop a community engagement plan for those landowners.

Item Ten: Evaluation of Accelerating OWASA's Valve Exercise Program

The Board authorized staff to further accelerate the initial push of the valve exercise program, which will require renting one additional valve exercise machine and filling two unfunded Utility

Mechanic positions; the Board will receive monthly updates on the proposed accelerated valve exercise program progress and metrics.

Item Eleven: Review Board Work Schedule

The Board agreed to add an agenda item to nominate and elect a new Vice Chair at the February 28, 2019 meeting.

John Young commented that if the Board considers changing the Bylaws, he recommends the Chair of the Board delegate their responsibility to serve on the Nominating Committee (Bylaws, Article X. Advisory Committees) because he feels it creates a conflict of interest or perceived conflict of interest.

Robert Morgan moved that the Nominating Committee consist of the full Board and that the question of whether to amend the Bylaws to formalize this nomination process be discussed on April 11, 2019; second by Ray DuBose and unanimously approved. Please see Motion 8 above.

The Board also agreed to discuss at its April 11, 2019 meeting the practice of eliminating successive terms for the offices of Chair, Vice Chair and Secretary, thus limiting Board Members to one one-year term for each office beginning July 1, 2019.

John Morris suggested, and the Board agreed, to discuss the draft brief on conceptual approaches for securing OWASA's access to Jordan Lake allocation at the March 14, 2019 meeting.

Staff will provide the Board via email an update on construction contract bids received for solids thickening improvements and headworks rehabilitation for the Mason Farm Wastewater Treatment Plant by February 18, 2019.

Item Twelve: Executive Director Compensation

Robert Morgan made a motion to approve the Resolution Adjusting the Executive Director's Compensation; second by Ruchir Vora and unanimously approved. Please see Motion 9 above.

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

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

- Proceed with water distribution system prioritization model project and consider condition assessment of raw water mains; updates will be emailed to the Board.
- Prepare an outline summary of a desired approach for community engagement of forestry management and invite individual Board member feedback via email; considering feedback, staff will prepare community engagement plan for the Board's review and approval at a future Board meeting.
- Implement the proposed accelerated valve exercise program and keep the Board updated on progress/metrics.

- Add an item to April 11, 2019 agenda to discuss the practice of eliminating successive terms for the offices of Chair, Vice Chair and Secretary, thus limiting Board Members to one one-year term for each office beginning July 1, 2019.
- Add an item to the April 11, 2019 agenda to discuss whether the Nominating Committee consist of the full Board and the question of whether to amend the Bylaws to formalize this nomination process.
- Provide Board via email by February 18, 2019 an update on construction contract bids received for solids thickening improvements and headworks rehabilitation for the Mason Farm Wastewater Treatment Plant.

Item Fourteen: Closed Session

Without objection, the Board continued in Closed Session to discuss confidential information regarding security measures in place to protect OWASA customers, personnel and assets.

The Board meeting was adjourned at 9:20 p.m.

Respectfully submitted by:

Andrea Orbich

Andrea Orbich
Executive Assistant/Clerk to the Board

Attachments

**Resolution Accepting North Carolina Division of Water Infrastructure's Loan Offer and Acceptance Documents for Four Projects and Authorizing Executive Director to Execute and Administer Loan Offer and Acceptance Documents**

**Whereas**, the North Carolina Clean Water Revolving Loan and Grant Act of 1987 has authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater treatment works, wastewater collection systems, and water supply systems, water conservation projects; and

**Whereas**, the North Carolina Department of Environmental and Natural Resources has offered State Revolving Loans in the following amounts for the following water and wastewater utility system improvements:

(a) $1,525,000 Drinking Water State Reserve Program loan for the Dobbins Drive Water Main Replacement project (Project #H-SRP-D-17-0021);
(b) $1,056,000 Drinking Water State Reserve loan for the Brandywine Road Water Main Rehabilitation project (Project #H-SRP-D-17-0012);
(c) $1,658,000 Wastewater State Reserve Program loan for the Dobbins Drive Sewer Main Rehabilitation project (Project #E-SRP-W-17-0047);
(d) $1,071,000 Wastewater State Reserve Program loan for the Mason Farm Wastewater Treatment Plant Intermediate Pump Stations Rehabilitation project (Project #E-SRP-W-17-0049); and

**Whereas**, the Orange Water and Sewer Authority intends to construct said projects in accordance with the approved plans and specifications;

**Now, Therefore, Be It Resolved:**

1. That the Orange Water and Sewer Authority Board of Directors does hereby accepts the following loan offer and acceptance documents, copies of which are attached to this resolution:

(a) Loan Offer and Acceptance document for a $1,525,000 Drinking Water State Reserve Program loan for the Dobbins Drive Water Main Replacement project (Project #H-SRP-D-17-0021);
(b) Loan Offer and Acceptance document for a $1,056,000 Drinking Water State Reserve loan for the Brandywine Road Water Main Rehabilitation project (Project #H-SRP-D-17-0012);
(c) Loan Offer and Acceptance document for a $1,658,000 Wastewater State Reserve Program loan for the Dobbins Drive Sewer Main Rehabilitation project (Project #E-SRP-W-17-0047); and
(e) Loan Offer and Acceptance document for a $1,071,000 Wastewater State Reserve Program loan for the Mason Farm Wastewater Treatment Plant Intermediate Pump Stations Rehabilitation project (Project #E-SRP-W-17-0049).

2. That the Orange Water and Sewer Authority does hereby give assurance to the North Carolina Department of Environmental Quality that all items specified in the loan offers, Section II – Assurances will be adhered to.

3. That Ed Kerwin, Executive Director, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate state agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

4. That the Orange Water and Sewer Authority has substantially complied or will substantially comply with all federal, state, and local laws, rules, regulations, and ordinances applicable to the above-specified projects and to federal and state grants and loans pertaining thereto.

Adopted this 14th day of February 2019.

Yinka Ayankoya, Chair

ATTEST:

Raymond E. DuBose, Secretary

Water Infrastructure
ENVIRONMENTAL QUALITY

RECEIVED
FEB - 9 2017

ROY COOPER
*Governor*

MICHAEL S. REGAN
*Secretary*

KIM H. COLSON
*Director*

February 1, 2017

Mr. Ed Kerwin, Executive Director
Orange Water and Sewer Authority
400 Jones Ferry Road
Carrboro, NC 27510

Subject: Letter of Intent to Fund
Dobbins Drive Water Main Rehabilitation
September 2016 Application Cycle
Project No.: H-SRP-D-17-0021

Dear Mr. Kerwin:

The Division of Water Infrastructure has reviewed your application, and the State Water Infrastructure Authority has approved your project as eligible to receive funding. The State Reserve Project Loan will be $1,525,000 at a maximum interest rate of 1.53%. A loan fee of 2% will be invoiced after bids have been received.

Please note that this intent to fund is contingent on approval of the loan through the Local Government Commission and on meeting **all** of the following milestones:

| **Milestone** | **Date** |
|---|---|
| Engineering Report Submittal | June 1, 2017 |
| Engineering Report Approval | November 1, 2017 |
| Bid and Design Package Submittal | May 1, 2018 |
| Bid and Design Package Approval | September 4, 2018 |
| Advertise Project, Receive Bids, Submit Bid Information, and Receive Authority To Award | January 4, 2019 |
| Execute Construction Contract(s) | February 4, 2019 |

The first milestone is the submittal of an Engineering Report by close of business on June 1, 2017. The Engineering Report must be developed using the guidance found on our website (http://portal.ncdenr.org/web/wi/home). **Failure to meet any milestone may result in the forfeiture of funding for the proposed project.**

Upon detailed review of the project during the funding process, it may be determined that portions of your project are not eligible for funding and the total loan amount may be reduced. Additionally, changes in the scope or priority points awarded – based on additional information that becomes apparent during project review – may also result in changes to the total loan amount and loan terms.

General Assembly Notification Requirements
In accordance with G.S. 120-157.1 through 157.9, enacted on June 24, 2011, local government units with projects that require debt to be issued greater than $1,000,000 **must** submit a letter to Committee Chairs, Committee Assistant, and the Fiscal Research Division of the General Assembly at least 45 days prior to presentation before the Local Government Commission. You are responsible for submitting this letter and providing a copy to the Division of Water Infrastructure upon receipt of this approval letter.

Drought Bill Requirements
In accordance with G.S. 143-355.4, a project "for the purpose of extending waterlines or expanding water treatment capacity" must document numerous requirements during the Engineering Report review process. You can find additional information at the following link:
http://www.ncleg.net/enactedlegislation/statutes/html/bysection/chapter_143/gs_143-355.4.html

If you have questions, please contact Seth Robertson, PE, Chief, State Revolving Fund Section at 919-707-9175.

Sincerely,

Kim H. Colson, P.E.

CC: Stephen Winters, Orange Water and Sewer Authority, Carrboro
Vincent Jude Tomaino, PE
Mark Hubbard, PE
Project File (**COM_LOIF**)

Water Infrastructure
ENVIRONMENTAL QUALITY

RECEIVED
FEB - 9 2017

ROY COOPER
*Governor*

MICHAEL S. REGAN
*Secretary*

KIM H. COLSON
*Director*

February 1, 2017

Mr. Ed Kerwin, Executive Director
Orange Water and Sewer Authority
400 Jones Ferry Road
Carrboro, NC 27510

Subject: Letter of Intent to Fund
Brandywine Road Water Main Rehabilitation
September 2016 Application Cycle
Project No.: H-SRP-D-17-0012

Dear Mr. Kerwin:

The Division of Water Infrastructure has reviewed your application, and the State Water Infrastructure Authority has approved your project as eligible to receive funding. The State Reserve Project Loan will be $1,056,000 at a maximum interest rate of 1.53%. A loan fee of 2% will be invoiced after bids have been received.

Please note that this intent to fund is contingent on approval of the loan through the Local Government Commission and on meeting **all** of the following milestones:

| Milestone | Date |
|---|---|
| Engineering Report Submittal | June 1, 2017 |
| Engineering Report Approval | November 1, 2017 |
| Bid and Design Package Submittal | May 1, 2018 |
| Bid and Design Package Approval | September 4, 2018 |
| Advertise Project, Receive Bids, Submit Bid Information, and Receive Authority To Award | January 4, 2019 |
| Execute Construction Contract(s) | February 4, 2019 |

The first milestone is the submittal of an Engineering Report by close of business on June 1, 2017. The Engineering Report must be developed using the guidance found on our website (http://portal.ncdenr.org/web/wi/home). **Failure to meet any milestone may result in the forfeiture of funding for the proposed project.**

Upon detailed review of the project during the funding process, it may be determined that portions of your project are not eligible for funding and the total loan amount may be reduced. Additionally, changes in the scope or priority points awarded – based on additional information that becomes apparent during project review – may also result in changes to the total loan amount and loan terms.

General Assembly Notification Requirements
In accordance with G.S. 120-157.1 through 157.9, enacted on June 24, 2011, local government units with projects that require debt to be issued greater than $1,000,000 **must** submit a letter to Committee Chairs, Committee Assistant, and the Fiscal Research Division of the General Assembly at least 45 days prior to presentation before the Local Government Commission. You are responsible for submitting this letter and providing a copy to the Division of Water Infrastructure upon receipt of this approval letter.

Drought Bill Requirements
In accordance with G.S. 143-355.4, a project "for the purpose of extending waterlines or expanding water treatment capacity" must document numerous requirements during the Engineering Report review process. You can find additional information at the following link:
http://www.ncleg.net/enactedlegislation/statutes/html/bysection/chapter_143/gs_143-355.4.html

If you have questions, please contact Seth Robertson, PE, Chief, State Revolving Fund Section at 919-707-9175.

Sincerely,

Kim H. Colson, P.E.

CC: Stephen Winters, Orange Water and Sewer Authority, Carrboro
Vincent Jude Tomaino, PE
Mark Hubbard, PE
Project File (**COM_LOIF**)

Water Infrastructure
ENVIRONMENTAL QUALITY

ROY COOPER
*Governor*

MICHAEL S. REGAN
*Secretary*

KIM H. COLSON
*Director*

February 1, 2017

Mr. Ed Kerwin, Executive Director
Orange Water and Sewer Authority
400 Jones Ferry Road
Carrboro, NC 27510

Subject: Letter of Intent to Fund
Dobbins Drive Sewer Interceptor Rehabilitation
September 2016 Application Cycle
Project No.: E-SRP-W-17-0047

Dear Mr. Kerwin :

The Division of Water Infrastructure has reviewed your application, and the State Water Infrastructure Authority has approved your project as eligible to receive funding. The State Reserve Project Loan will be $1,658,000 at a maximum interest rate of 1.53%. A loan fee of 2% will be invoiced after bids have been received.

Please note that this intent to fund is contingent on approval of the loan through the Local Government Commission and on meeting **all** of the following milestones:

| **Milestone** | **Date** |
|---|---|
| Engineering Report Submittal | June 1, 2017 |
| Engineering Report Approval | November 1, 2017 |
| Bid and Design Package Submittal | May 1, 2018 |
| Bid and Design Package Approval | September 4, 2018 |
| Advertise Project, Receive Bids, Submit Bid Information, and Receive Authority To Award | January 4, 2019 |
| Execute Construction Contract(s) | February 4, 2019 |

The first milestone is the submittal of an Engineering Report by close of business on June 1, 2017. The Engineering Report must be developed using the guidance found on our website (http://portal.ncdenr.org/web/wi/home). **Failure to meet any milestone may result in the forfeiture of funding for the proposed project.**

Upon detailed review of the project during the funding process, it may be determined that portions of your project are not eligible for funding and the total loan amount may be reduced. Additionally, changes in the scope or priority points awarded – based on additional information that becomes apparent during project review – may also result in changes to the total loan amount and loan terms.

General Assembly Notification Requirements
In accordance with G.S. 120-157.1 through 157.9, enacted on June 24, 2011, local government units with projects that require debt to be issued greater than $1,000,000 **must** submit a letter to Committee Chairs, Committee Assistant, and the Fiscal Research Division of the General Assembly at least 45 days prior to presentation before the Local Government Commission. You are responsible for submitting this letter and providing a copy to the Division of Water Infrastructure upon receipt of this approval letter.

If you have questions, please contact Seth Robertson, PE, Chief, State Revolving Fund Section at 919-707-9175.

Sincerely,

Kim H. Colson, P.E.

CC: Steven Winters, Orange Water and Sewer Authority, Carrboro
Anita E. Reed, PE
Mark Hubbard, PE
Project File (**COM_LOIF**)

Water Infrastructure
ENVIRONMENTAL QUALITY

ROY COOPER
*Governor*

MICHAEL S. REGAN
*Secretary*

KIM H. COLSON
*Director*

February 1, 2017

Mr. Ed Kerwin, Executive Director
Orange Water and Sewer Authority
400 Jones Ferry Road
Carrboro, NC 27510

Subject: Letter of Intent to Fund
Wastewater Treatment Plant Intermediate Pump Stations Rehabilitation
September 2016 Application Cycle
Project No.: E-SRP-W-17-0049

Dear Mr. Kerwin:

The Division of Water Infrastructure has reviewed your application, and the State Water Infrastructure Authority has approved your project as eligible to receive funding. The State Reserve Project Loan will be $1,071,000 at a maximum interest rate of 1.53%. A loan fee of 2% will be invoiced after bids have been received.

Please note that this intent to fund is contingent on approval of the loan through the Local Government Commission and on meeting **all** of the following milestones:

| **Milestone** | **Date** |
|---|---|
| Engineering Report Submittal | June 1, 2017 |
| Engineering Report Approval | November 1, 2017 |
| Bid and Design Package Submittal | May 1, 2018 |
| Bid and Design Package Approval | September 4, 2018 |
| Advertise Project, Receive Bids, Submit Bid Information, and Receive Authority To Award | January 4, 2019 |
| Execute Construction Contract(s) | February 4, 2019 |

The first milestone is the submittal of an Engineering Report by close of business on June 1, 2017. The Engineering Report must be developed using the guidance found on our website (http://portal.ncdenr.org/web/wi/home). **Failure to meet any milestone may result in the forfeiture of funding for the proposed project.**

Upon detailed review of the project during the funding process, it may be determined that portions of your project are not eligible for funding and the total loan amount may be reduced. Additionally, changes in the scope or priority points awarded – based on additional information that becomes apparent during project review – may also result in changes to the total loan amount and loan terms.

General Assembly Notification Requirements
In accordance with G.S. 120-157.1 through 157.9, enacted on June 24, 2011, local government units with projects that require debt to be issued greater than $1,000,000 **must** submit a letter to Committee Chairs, Committee Assistant, and the Fiscal Research Division of the General Assembly at least 45 days prior to presentation before the Local Government Commission. You are responsible for submitting this letter and providing a copy to the Division of Water Infrastructure upon receipt of this approval letter.

If you have questions, please contact Seth Robertson, PE, Chief, State Revolving Fund Section at 919-707-9175.

Sincerely,

Kim H. Colson, P.E.

CC: Steven Winters, Orange Water and Sewer Authority, Carrboro
Anita E. Reed, PE
Mark Hubbard, PE
Project File (**COM_LOIF**)

**Resolution of Orange Water and Sewer Authority Awarding a Construction Contract for the University Lake Raw Water Pump Station Improvements**

**Whereas,** there is a need to rehabilitate the University Lake Pump Station; and

**Whereas,** plans and specifications for the construction of this project have been prepared by McKim and Creed; 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 June 21, 2018, and nine contractors were qualified to bid; and

**Whereas,** on December 5, 2018, the prequalified contractors were formally invited to submit construction bids for the project, and three bids were received; and

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

**Whereas,** on June 14, 2018 the Board of Directors approved a resolution authorizing funds for Capital Improvement Projects, including funds for this project;

**Now, Therefore, Be It Resolved:**

1. That the Orange Water and Sewer Authority Board of Directors awards the construction contract to Turner Murphy Construction, Inc., the low responsive, responsible bidder for the University Lake Raw Water Pump Station Improvements Construction Contract, in accordance with the approved plans and specifications, in the amount of $1,700,511.00, 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 14th day of February, 2019.

Yinka Ayankoya, Chair

**ATTEST**:

Raymond E. DuBose, Secretary

**Resolution of Orange Water and Sewer Authority Declaring Its Intention to Execute a Sole Source Procurement of the Optiflow Baffle System at the Mason Farm Wastewater Treatment Plant**

**Whereas**, Orange Water and Sewer Authority (OWASA) is a political subdivision of, and is organized and existing under the laws of the State of North Carolina; and

**Whereas**, State of North Carolina General Statute (GS) 143-129 (Procedure for letting of public contracts) allows a governing board to approve purchases of apparatus, supplies, materials or equipment through a non-competitive, or "sole source," process when: (i) performance or price competition are not available; (ii) a needed product is available from only one source of supply; or (iii) standardization or compatibility is the overriding consideration; and

**Whereas**, OWASA owns two parallel Pista Grit cyclone grit removal units designed by Smith and Loveless, Inc.; and

**Whereas**, no alternative manufacturers are available for the grit removal improvements; and

**Whereas**, Smith and Loveless is the only source for the patented improvements that should increase the grit removal efficiency of the units; and

**Whereas**, pursuant to GS 143-129, the OWASA Board of Directors must approve purchases made through the sole source process prior to the award of the contract;

**Now, Therefore, Be It Resolved:**

1. That the Board of Directors has concluded that a sole source procurement for the Optiflow Baffle System is appropriate because:

   (i) There is only one practical source for the noted equipment.

2. That the Board of Directors hereby approves the sole source procurement of the Optiflow Baffle System by Smith and Loveless, Inc. for the Mason Farm Wastewater Treatment Plant.

3. This resolution shall take effect immediately upon its passage.

Adopted this the 14th day of February 2019.

Yinka Ayankoya, Chair

**ATTEST**:

Raymond E. DuBose, Secretary

**Resolution Adjusting the Executive Director's Compensation**

**Whereas**, the Board of Directors has reviewed the Executive Director's Accomplishment Report and overall performance for the period October 2017 to September 2018; and

**Whereas**, the Board of Directors has met with the Executive Director to discuss his annual performance review: and

**Whereas**, the Board of Directors has determined to adjust the Executive Director's compensation as provided herein;

**Now, Therefore, Be It Resolved by the Board of Directors of Orange Water and Sewer Authority:**

1. That the Executive Director's annual base salary is hereby increased by 5.5 percent.

2. This increase shall be applied retroactively, effective October 29, 2018.

Adopted this 14th day of February 2019.

Yinka Ayankoya, Chair

ATTEST:

Raymond E. DuBose, Secretary