Orange Water and Sewer Authority

Meeting of the Board of Directors

September 12, 2019

The Board of Directors of the Orange Water and Sewer Authority (OWASA) met in a work session on Thursday, September 12, 2019, 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, Robert Morgan, John N. Morris and Bruce Runberg. Board Member absent: Jody Eimers.

OWASA staff present: Brad Barber, Robert Epting, Esq., (Epting and Hackney), Vishnu Gangadharan, Stephanie Glasgow, Ed Kerwin, Linda Low, Andrea Orbich, Ruth Rouse, Todd Taylor, Mary Tiger, Stephen Winters and Richard Wyatt.

Others present: Meg Holton (UNC Water Resources Manager) and Ben Poulson (UNC Associate Director of Energy Services).

Motions

1. Yinka Ayankoya made a motion to approve the Minutes of the August 22, 2019 Meeting of the Board of Directors; second by Robert Morgan and unanimously approved.

2. Yinka Ayankoya made a motion to approve the Minutes of the August 22, 2019 Closed Session of the Board of Directors for the purpose of discussing a personnel matter; second by Robert Morgan and unanimously approved

3. BE IT RESOLVED THAT the Board of Directors of the Orange Water and Sewer Authority adopts the Resolution to Amend the Schedule of Employee Classification and Authorized Compensation to Retitle and Reclassify the Senior Lake Warden Position. (Motion by Robert Morgan, second by Bruce Runberg and unanimously approved.)

4. John Morris made a motion that the Board of Directors approves the staff recommendation to evaluate the supply and demand management strategies; second by Bruce Boehm and unanimously approved.

5. Robert Morgan made a motion to instruct staff to select the most cost-effective financial underwriter for our upcoming bond transaction for the 2019 Revenue and 2020 Refunding Bonds; second by John Morris and the motion passed with a vote of five to three with Yinka Ayankoya, John Cooley and Bruce Boehm opposed.

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Announcements

Ray 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 announced Mary Tiger and he will attend the Orange County Climate Council meeting on Tuesday, September 24, 2019 at 3:30 p.m. at the Southern Human Services Center, Chapel Hill.

Mr. DuBose announced he appointed Jody Eimers to participate on the Chatham-Orange Joint Planning Task Force, Ms. Eimers replaces former Board Member John Young.

Yinka Ayankoya announced Robert Morgan, Mary Tiger, Todd Taylor and she will provide OWASA's annual update to the Carrboro Board of Aldermen on Tuesday, September 24, 2019 at 7:00 P.M. at Carrboro Town Hall. Topics include Agua Vista and system resiliency.

Robert Morgan announced a Human Resources Committee Meeting on Monday, September 30, 2019, at 4:30 P.M. in the OWASA Boardroom to discuss the Request for Proposals received to provide recruitment and selection services for OWASA's next Executive Director and select the best qualified consultant. Mr. Morgan noted he is unable to attend and Chair DuBose will preside over the meeting.

Ruchir Vora announced a Chapel Hill Town Council OWASA Committee and Chapel Hill Appointees to the OWASA Board of Directors meeting on Thursday, October 17, 2019 at 8:30 a.m. in the OWASA Boardroom to discuss items of mutual interest.

Vishnu Gangadharan introduced Brad Barber, OWASA's new Utilities Engineer.

Mary Tiger announced she would provide an update on OWASA's Agua Vista program to the Chapel Hill Town Council on Wednesday, October 2, 2019 at 7:00 P.M. at Chapel Hill Town Hall. Ruchir Vora said he would attend.

Mr. DuBose expressed appreciation to Secretary Bruce Boehm for presiding over the August 22, 2019 Board meeting.

Item One: Annual Report on Disposal of Surplus Personal Property

The Board received this as an information item.

Item Two: Minutes

Yinka Ayankoya made a motion to approve the Minutes of the August 22, 2019 Meeting of the Board of Directors; second by Robert Morgan and unanimously approved. Please see Motion 1.

Item Three: Minutes

Yinka Ayankoya made a motion to approve the Minutes of the August 22, 2019 Closed Session of the Board of Directors for the purpose of discussing a personnel matter; second by Robert Morgan and unanimously approved. Please see Motion 2.

Item Four: Position Reclassification for Senior Lake Warden

Bruce Boehm supports this item and suggested the Reservoir and Land Resources Supervisor job description reflect OWASA lands specific to the position.

Robert Morgan made a motion to approve the Resolution to Amend the Schedule of Employee Classification and Authorized Compensation to Retitle and Reclassify the Senior Lake Warden Position; second by Bruce Runberg and unanimously approved. Please see Motion 3.

Item Five: Diversity and Inclusion Program Progress Report and Equal Employment Opportunity/Affirmative Action Report for Fiscal Year 2019

The Board received and discussed the annual update of this report to include new Diversity and Inclusion Program metrics and expressed appreciation to staff on the substantial progress of the report. The Board offered additional methods of disseminating information for OWASA positions.

Item Six: Agua Vista Project Update and Impact

The Board received and discussed an update on Agua Vista. Staff reported deployment phase of the project was completed in June 2019 on-time and under budget; about 30% of customers are registered for the online web portal; and proactive leak notification and customized water conservation information are assisting customers to correct leaks and conserve water.

The Board suggested a new metric of customer calls; staff will follow up.

Staff will continue outreach and promotion of Agua Vista, smaller billing increments, customer self-service, data use for other purposes and possible add-on technology in the future.

Item Seven: Long-Range Water Supply Plan – Schedule Update and Final Water Supply and Demand Side Alternatives

The Board received and discussed an update on the Long-Range Water Supply Plan schedule and list of 13 supply and demand management strategies to evaluate in the Plan.

John Morris made a motion that the Board of Directors approves the staff recommendation to evaluate the supply and demand management strategies; second by Bruce Boehm and unanimously approved. Please see Motion 4.

Item Eight: Review Board Work Schedule

Staff provided an overview of a solar lease project and preliminary resolutions for the Series 2019 Revenue and 2020 Refunding Bonds; both will be presented for the Board's consideration at the September 26, 2019 meeting.

Robert Morgan made a motion to instruct staff to select the most cost-effective financial underwriter for our upcoming bond transaction for the 2019 Revenue and 2020 Refunding Bonds; second by John Morris and the motion passed with a vote of five to three with Yinka Ayankoya, John Cooley and Bruce Boehm opposed. Please see Motion 5.

The Board agreed to a staff update at the October 10, 2019 meeting on the emergency replacement of the Rogerson Drive Force Main including the cost estimate of completed work.

Item Nine: Executive Director's Summary of Key Staff Action Items from the Work Session

No key staff action items were reported.

Item Ten: Closed Session

Without objection, the Board convened in a closed session for purpose of discussing a personnel matter.

The Board meeting reconvened in open session at 8:40 p.m., and the meeting was then adjourned.

Respectfully submitted by:

Andrea Orbich

Andrea Orbich
Executive Assistant/Clerk to the Board

Attachments

Resolution to Amend the Schedule of Employee Classification and Authorized Compensation to Retitle and Reclassify the Senior Lake Warden Position

Whereas, the Executive Director has reviewed the duties, functions and responsibilities for the single Senior Lake Warden position in the schedule of Employee Classifications; and

Whereas, the Executive Director has determined the title of Reservoir and Land Resources Supervisor more accurately describes the position; and

Whereas, the Executive Director has determined that the position should be reclassified from a Grade 617 (annual salary range $50,128 - $77,184) to a Grade 619 (annual salary range $59,001 - $90,861), in order better to reflect the duties and responsibilities as well as the knowledge, skills and abilities required for performance of the position;

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

1. That the single Senior Lake Warden position be retitled to the Reservoir and Land Resources Supervisor; and

2. That the single Reservoir and Land Resources Supervisor position at a Grade 617 be reclassified to a Grade 619 (annual salary range $59,001 - $90,861), and

3. That the Schedule of Employee Classification and Authorized Compensation shall be amended to reflect these changes effective upon adoption of this Resolution.

Adopted this 12th day of September 2019.

Raymond E. DuBose, Chair

ATTEST:

Bruce Boehm, Secretary