Orange Water and Sewer Authority

Meeting of the Board of Directors

January 23, 2020

The Board of Directors of the Orange Water and Sewer Authority (OWASA) held a regular meeting on Thursday, January 23, 2020, at 7:00 p.m. in Chapel Hill Town Hall Council Chamber.

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

OWASA staff present: Mary Darr, Robert Epting (Epting and Hackney), Vishnu Gangadharan, Ed Kerwin, Ken Loflin, Andrea Orbich, Johnny Riley, Todd Taylor and Stephen Winters.

Others present: Joel Bulkley (Community Sports News), Meg Holton (UNC Water Resources Manager) and Ben Poulson (UNC Associate Director of Energy Services).

Motions

1. Robert Morgan made a motion to approve the Minutes of the January 9, 2020 Meeting of the Board of Directors; second by Yinka Ayankoya and unanimously approved.

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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 that Yinka Ayankoya, Robert Morgan, Ed Kerwin and he held an OWASA orientation for Newly Elected Carrboro Town Council Member Susan Romaine on January 22, 2020. The meeting was productive, and Council Member Romaine expressed interest in touring OWASA facilities.

Mr. DuBose announced a Special Meeting of the Board on January 30, 2020 to discuss the Long-Range Water Supply Plan at 6:00 p.m. in the OWASA Community Room. He requested Board Members allow time to read all the agenda materials to fully prepared for this important discussion.

Mr. DuBose announced a Board diversity and inclusion (D&I) session with VISIONS, Inc. on Wednesday, February 12, 2020, at 5:30 p.m. in the OWASA Boardroom. He noted, due to a

scheduling conflict, he would not attend the session and Ruchir Vora will Chair the February 12, 202 D&I session as well as the February 13, 2020 Board work session.

Mr. DuBose said he attended a meeting of the Orange County Climate Council held earlier today. He noted the Climate Council approved the Vision and Mission Statement and received updates from the Climate Action Reporting Committee and the Identity and Standards Committee. The Climate Council also discussed the formation of two additional committees (Climate Justice Outreach and Evaluation and Monitoring).

Jody Eimers said that Ray DuBose and she provided OWASA's annual update to the Orange County Board of Commissioners on January 21, 2020; Ed Kerwin also attended. Key OWASA initiatives covered included: system resiliency and infrastructure investments; forest management plans; and energy management.

Ms. Eimers announced that Ed Kerwin and she will attend the Chatham-Orange Task Force meeting on Thursday, February 6, 2020 at 12:00 noon at the Hyatt Place Hotel in Chapel Hill. Discussion topics include: an update on development along the 15-501 corridor between Pittsboro and Interstate 40 (at the Durham County line); affordable housing strategies and programs; and the Regional Transit/Transit Plan.

Ruchir Vora announced an OWASA Orientation will be held for Chapel Hill Town Council Member Hongbin Gu on February 4, 2020 at 3:30 p.m. in the OWASA Boardroom.

Robert Morgan provided an update on Executive Search and Assessment Services for OWASA's Next Executive Director. He noted the Board received the final draft job announcement and brochure which was approved and sent to the consultant for publication. The position will stay open until filled, applications should be submitted by February 18, 2020 for first review.

Petitions and Requests:

Ray DuBose asked for petitions and requests from the public, Board and staff; there were none.

Item One: 12 Month Board Meeting Schedule

The Board accepted this as an information item.

Item Two: Minutes

Robert Morgan made a motion to approve the Minutes of the January 9, 2020 Meeting of the Board of Directors; second by Yinka Ayankoya and unanimously approved. Please see Motion 1.

Item Three: 2019 Annual Lakes Recreation Report

Johnny Riley, Reservoir and Land Resources Supervisor, provided the Board a presentation on the 2019 Annual Lakes Recreation report and noted attendance and revenues are up to record levels.

Ruchir Vora asked if staff tracked patron near misses and/or accidents at the lakes.

Johnny Riley, Senior Lake Warden, said there was no formal tracking, but as part of the monthly safety check, staff looks for opportunities to improve safety.

Item Four: Capital Improvements Program Semiannual Report

Vishnu Gangadharan, Engineering Manager – Capital Improvements, provided a verbal update on the first two quarters of Fiscal Year 2020, when nearly $14 million was spent on capital projects throughout OWASA's system, including critical improvements at the University Lake Reservoir, Jones Ferry Road Water Treatment Plant, Mason Farm Wastewater Treatment Plant, Rogerson Drive Pump Station and Force Main, and pipe replacements in various areas of the water distribution system. He also updated the Board about staff efforts to increase minority and women-owned business enterprise participation in construction bids receive on those OWASA projects.

Item Five: Financial Report for Six-Month Period Ended December 31, 2019

Stephen Winters, Director of Finance and Customer Service, provided a review of the Financial Report for the six-month period ended December 31, 2019. Mr. Winters reported all financial performance measurements were met for the period.

Item Six: Fiscal Year (FY) 2021 Budget Calendar and Assumptions

Stephen Winters, Director of Finance and Customer Service, provided a verbal update on the draft FY 2021 budget calendar, planning assumptions and proposed new budget format. The Board will discuss the proposed FY 2021 budget in greater detail at the February 13, 2020 meeting, including a presentation from operations managers.

Item Seven: Executive Director's Summary of Key Staff Action Items from the Meeting

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

- No staff action items of note; however, staff will begin tracking accidents and/or near misses at OWASA facilities involving visitors.
- The Board's next meeting is a Special Meeting on January 30, 2020 to discuss the Long-Range Water Supply Plan Update – Draft Evaluation of Water Supply and Demand Management.
- The Board's February 13, 2020 Work Session items include:
    - Position Reclassification for Biosolids Recycling Technician
    - Department Managers' Fiscal Year 2021 Budget Presentations
- The Board's February 27, 2020 Meeting items include:

- Award the Water Treatment Plant Finished Water Pump Improvements Contract
- (Tentative) Update on Website Relaunch
- Closed Session to discuss a personnel matter as it pertains to the executive search and assessment services for OWASA's next Executive Director.

The Board meeting was adjourned at 8:01 p.m.

Respectfully submitted by:

Andrea Orbich

Andrea Orbich
Executive Assistant/Clerk to the Board