Orange Water and Sewer Authority

Virtual Work Session of the Board of Directors

April 8, 2021

The Board of Directors of the Orange Water and Sewer Authority (OWASA) held its duly noticed regular work session by virtual means in accordance with law, on Thursday, April 8, 2021, at 6:00 p.m. utilizing Microsoft Teams software.

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

OWASA staff present: Mary Darr, Monica Dodson, Jesse DuClau, Robert Epting, Esq. (Epting and Hackney), Blake Hodge, Vishnu Gangadharan, Stephanie Glasgow, Robin Jacobs (Epting and Hackney), Andrea Orbich, Dan Przybyl, Ruth Rouse, Todd Taylor, Mary Tiger, Stephen Winters and Richard Wyatt.

Others present: Ben Poulson (UNC Associate Director of Energy Services), Meg Holton (UNC Water Resources Manager), Kelly Satterfield, and Ellen Tucker (Gallagher).

Motions

1. John Morris made a Motion to modify the personal leave bonus requirements and allow employees to use their one-time personal leave provided for 2021 in increments of one hour and thereafter in increments of 30 minutes; second by Bruce Boehm and the Motion was unanimously approved.

2. John Morris made a Motion to approve the Minutes of the March 11, 2021, Work Session of the Board of Directors; second by Bruce Boehm and the Motion was unanimously approved.

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Announcements

Chair Ray DuBose announced that due to COVID-19 public health concerns, the OWASA Board of Directors held the work session virtually utilizing Microsoft Teams software. Mr. DuBose stated that Board Members, General Counsel, and staff participated in the meeting remotely.

Mr. DuBose asked if any Board Member knew 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 on April 21, 2021, Jody Eimers and he will attend a virtual quarterly meeting with members of the Orange County Board of County Commissioners to discuss items of mutual interest.

Robert Morgan announced that on April 20, 2021, Yinka Ayankoya and he will provide OWASA's Annual Update to the Carrboro Town Council; Ray DuBose and Todd Taylor will also attend.

Item One: Quarterly Report on Board and Committee Meetings

The Board received this as an information item.

Item Two: Modification to the One-Time Additional Employee Personal Leave Merit Bonuses

John Morris made a Motion to modify the personal leave bonus requirements and allow employees to use their one-time personal leave provided for 2021 in increments of one hour and thereafter in increments of 30 minutes; second by Bruce Boehm and the Motion was unanimously approved. Please see Motion 1.

Item Three: Minutes

John Morris commented that the results of the staff and General Counsel feedback received on the Board self-assessment were good, and he requested Todd Taylor provide an update from staff on issues regarding requests from Board Members that are especially time-consuming; the Board agreed.

John Morris made a Motion to approve the Minutes of the March 11, 2021, Work Session of the Board of Directors; second by Bruce Boehm and the Motion was unanimously approved. Please see Motion 2.

Item Four: Review Employee Health and Dental Insurance Renewals

Stephanie Glasgow, Director of Human Resources and Safety, and Ellen Tucker, Gallagher, provided information on OWASA's employee health and dental insurance renewals for Fiscal Year 2022 which is scheduled for approval at the May 13, 2021 meeting.

After discussion, the Board agreed to continue with Blue Cross Blue Shield for insurance renewals. The Board requested staff provide five years of comparison information on gross health insurance claims versus large claimants via email. When the process begins in January 2022, the report to the Board will include detailed background health insurance information as well as a discussion on whether to solicit proposals for health and dental insurance in the open market next year.

Item Five: Draft Fiscal Year 2022 Budget and Proposed Rates

Stephen Winters, Director of Finance and Customer Service, provided a presentation on the draft Fiscal Year (FY) 2022 budget and staff's recommendation of a 5% rate increase to fund operating costs and capital investments. Public hearings on the proposed budget and rate increase are scheduled for May 27, 2021.

Item Six: OWASA Board Member Recruitment Outreach Discussion

Mary Tiger, Strategic Initiatives Manager, provided information on potential outreach strategies for Board Members to engage to assist in recruiting Board Member applicants for the next round of

appointments later this spring by the elected officials from Towns of Carrboro and Chapel Hill and Orange County.

Staff will prepare a notice utilizing OWASA's e-bill messaging; John Morris agreed to prepare an article for the Local Reporter; Ray DuBose and Bruce Boehm agreed to participate in the next Wonderful Water radio segment; Bruce Runberg noted Orange Slices is an opportunity for promoting Board Member recruitment; and some Board Members agreed to share articles on their social media platforms.

Item Seven: Board Members Eligible for Nominations for Election as Board Officers

The Board agreed to defer this item to the April 22, 2021 Board meeting.

Item Eight: Decision on Whether to Complete a Board of Directors Self-Assessment

The Board agreed to postpone a self-assessment this year and will reevaluate in 2021.

Item Nine: Review Board Work Schedule

Todd Taylor said two items were added to the April 22, 2021 agenda: to consider Board Members Eligible for Nominations for Election as Board Officers and to evaluate interim and permanent solutions to improve boat access at University Lake and lakes recreation schedule for calendar year 2021.

Mr. Taylor said one item was added to May 13, 2021 agenda, Resolution Honoring the service of Sherman Betts to the Orange Water and Sewer Authority and the Carrboro-Chapel Hill-Orange County Community.

Item Ten: Summary of Work Session Items

Todd Taylor said staff will provide:

- an update on issues regarding Requests from Board Members that are especially time-consuming;
- compilation of 5 years of comparison information on gross health insurance claims versus large claimants, to be provided via email;
- detailed background health insurance information and discussion on whether to market employee health/dental insurance;
- land record information on OWASA's Seaforth property via email; and
- assistance to the Board with OWASA Board Member Recruitment this spring: coordinate Wonderful Water radio interview; assist with article content for local publications; and send e-bill messages.

Item Eleven: Closed Session

Without objection, the Board of Directors convened in a Closed Session for the purpose of discussion a personnel matter as provided in NC General Statutes 143.318.11(6).

There being no further business to come before the Board, the Chair adjourned the meeting at 8:08 p.m.

Respectfully submitted by:

Andrea Orbich

Andrea Orbich
Executive Assistant/Clerk to the Board