Orange Water and Sewer Authority

Virtual Work Session of the Board of Directors

July 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, July 8, 2021, at 6:00 p.m. utilizing Microsoft Teams software.

Board Members present: Jody Eimers (Chair), Yinka Ayankoya (Vice Chair), John N. Morris (Secretary), Bruce Boehm, Raymond (Ray) DuBose, and Kevin Leibel. Board Member absent: Todd BenDor.

OWASA staff present: Mary Darr, Monica Dodson, Robert Epting, Esq. (Epting and Hackney), Vishnu Gangadharan, Christopher Giesting, Stephanie Glasgow, Robin Jacobs (Epting and Hackney), Deepthi Kalyanam, Wil Lawson, Andrea Orbich, Ruth Rouse, Todd Taylor, Mary Tiger, Stephen Winters, and Richard Wyatt.

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

Motions

1. BE IT RESOLVED THAT the Board of Directors of the Orange Water and Sewer Authority approved the Resolution to Purchase Remaining One-Third Interest in Property Adjacent to Cane Creek Reservoir. (Motion by Ray DuBose, second by Yinka Ayankoya and the Motion was unanimously approved.)

2. Ray DuBose made a Motion to approve the Minutes of the May 27, 2021, Public Hearing and Board Meeting of the Board of Directors; second by Yinka Ayankoya and the Motion was unanimously approved.

3. Ray DuBose made a Motion to approve the Minutes of the June 10, 2021, Work Session of the Board of Directors; second by Yinka Ayankoya and the Motion was unanimously approved.

4. Ray DuBose made a Motion to approve the Minutes of the June 10, 2021, Closed Session of the Board of Directors; second by Yinka Ayankoya and the Motion was unanimously approved.

5. Ray DuBose made a motion that letters be sent to the Carrboro Town Council and to the Chapel Hill Town Council, noting the importance of a full and diverse complement of Board Members to do OWASA's work and requesting the vacancies be filled; that all staff and the public be encouraged to wear masks and practice social distancing at all OWASA Board meetings; and that staff and Board should begin evaluating options for hybrid Board meetings in the Community Room. The Motion was seconded by Bruce Boehm and unanimously approved.

* * * * * * *

Announcements

Chair Jody Eimers announced that due to COVID-19 public health concerns, the OWASA Board of Directors held this meeting virtually utilizing Microsoft Teams software. Ms. Eimers stated that Board Members, General Counsel, and staff participated in the meeting remotely.

Ms. Eimers 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.

Ms. Eimers said the Executive Committee of the Board will meet on Thursday, August 12, 2021, at 3:00 p.m. to review the roles of the Committee.

Ms. Eimers announced the following update to the Standing Committees of the OWASA Board of Directors:

- Community Engagement Committee: Yinka Ayankoya, Kevin Leibel and John Morris (Chair).
- Finance Committee: Bruce Boehm, Kevin Leibel and Yinka Ayankoya (Chair).
- Human Resources Committee: Bruce Boehm, Todd BenDor and Ray DuBose (Chair).
- Natural Resources and Technical Services Committee: Todd BenDor, Ray DuBose, John Morris and Bruce Boehm (Chair).

John Morris announced the Chapel Hill Town Council OWASA Committee and the Chapel Hill Appointees to the OWASA Board of Directors met on June 23, 2021. The group received updates on: the Long-Range Water Supply Plan; OWASA's standard collection practices and the status of OWASA revenues; and the development of OWASA's new strategic plan. The group agreed to meet again in the fall of 2021.

Mary Darr, General Manager of Operations, introduced Christopher Giesting, OWASA's new Water Supply and Treatment Manager.

Mary Tiger, Strategic Initiatives Manager, announced that on June 17, 2021, she attended the Orange County Climate Council meeting during which the roles and functions of the Committee of the Council were discussed. The next meeting of the Orange County Climate Council will be July 15, 2021 at 7:00 p.m.

Item One: Quarterly Report on Board and Committee Meetings

The Board accepted this as an information item.

Item Two: Potential Acquisition of Remaining One-third Interest in Property Adjacent to Cane Creek Reservoir

Ray DuBose made a Motion to approve the Resolution to Purchase Remaining One-third Interest in Property Adjacent to Cane Creek Reservoir; second by Yinka Ayankoya and the Motion was unanimously approved. Please see Motion 1.

Item Three: Minutes

Ray DuBose made a Motion to approve the Minutes of the May 27, 2021, Public Hearing and Meeting of the Board of Directors; second by Yinka Ayankoya and the Motion was unanimously approved. Please see Motion 2.

Item Four: Minutes

Ray DuBose made a Motion to approve the Minutes of the June 10, 2021, Work Session of the Board of Directors; second by Yinka Ayankoya and the Motion was unanimously approved. Please see Motion 3.

Item Five: Minutes

Ray DuBose made a Motion to approve the Minutes of the June 10, 2021, Closed Session of the Board of Directors; second by Yinka Ayankoya and the Motion was unanimously approved. Please see Motion 4.

Item Six: Diversity and Inclusion Program Update – January to June 2021

Stephanie Glasgow, Director of Human Resources and Safety, provided an overview of the Diversity and Inclusion (D&I) Program from January to June 2021. Ms. Glasgow said OWASA held a Career Fair for several Utility Mechanic vacancies on June 24, 2021.

Deepthi Kalyanam, Utilities Engineer, provided an update on activities of the Diversity Resource Group including information on quarterly meetup and viewing the Algorithmic Bias and Fairness video. Wil Lawson, Operations Supervisor - Wastewater Treatment Plant, provided an update on activities of the Diversity Recruitment Group (DRG) including revising diversity and inclusion interview questions as well as facilitate supervisory training on the recruitment, selection and hiring process at the May 13, 2021, staff meeting. Mary Darr, General Manager of Operations, provided an update from the Diversity Leadership Group regarding performance evaluation documents to now include diversity and inclusion assessments in those evaluations. Ms. Darr said a joint Diversity Group meeting was held in May 2021 to provide updates from each group and plan future goals and initiatives, including the upcoming organizational assessment.

The Board expressed continued support and appreciation to staff for the leadership of the Employee D&I program and requested the Algorithmic Bias and Fairness video be shared with the Board. The Executive Committee will discuss timing of the Board's D&I training session at August 12, 2021 Executive Committee meeting.

Item Seven: Strategic Plan Update

Mary Tiger, Strategic Initiatives Manager, provided update on the development of OWASA's updated strategic plan. She reported that the staff advisory group has been meeting in recent months to provide feedback on the strategic planning process.

The Board requested that the stakeholder list be updated to include: Justice United, NAACP, Community Home Trust, retail, light industrial/contractors, a land conservation organization, and other diverse groups to assure diversity across the stakeholder participants. The Board also asked that staff consider inviting residential customers to the stakeholder sessions.

Staff will revise the stakeholder list based on Board feedback and work to schedule separate Board Work Sessions to update the Strategic Plan this fall and winter.

Item Eight: Long-Range Water Supply Plan – Guiding Principles for Evaluating Water Supply Alternatives

Ruth Rouse, Planning and Development Manager, provided a presentation on the draft Guiding Principles and the weighting factors that will be used to evaluate water supply alternatives to reliably access OWASA's allocation of water in Jordan Lake which will be used to evaluate water supply alternatives.

Bruce Boehm suggested the second paragraph in the introduction to Guiding Principles be rephrased to be consistent in applying the Guiding Principles to all the alternatives, not just to the Jordan Lake alternatives.

John Morris requested a preview of the analysis of the Jordan Lake alternatives in October, prior to approval in the November Board meeting.

Ray DuBose said he supports Guiding Principles and is ready to move forward.

The Board requested staff update Long-Range Water Supply Plan (LRWSP) Guiding Principles to reflect Board's feedback.

Without objection, the Board approved the Guiding Principles, as amended, to use when evaluating water supply alternatives to reliably access OWASA's allocation of water in Jordan Lake.

Item Nine: Meetings of the OWASA Board of Directors

Robert Epting, General Counsel, provided an overview of remote participation in OWASA Board meetings following the COVID-19 emergency. Mr. Epting noted the July 6, 2021, opinion from the School of Government on Coates' Cannons Blog: Public Meetings After the Lifting of the State-Level State of Emergency, which has been shared with the Board.

After much discussion, the Board decided it would encourage wearing masks and social distancing at all OWASA Board meetings and work sessions; staff will evaluate options for hybrid Board meetings at OWASA; and a letter will be sent to Carrboro and Chapel Hill Town

Councils requesting they fill their vacant seats as soon as they are able to interested candidates they deem appropriate for this service.

Ray DuBose made a motion that letters be sent to the Carrboro Town Council and to the Chapel Hill Town Council, noting the importance of a full and diverse complement of Board Members to do OWASA's work and requesting the vacancies be filled; that all staff and the public be encouraged to wear masks and practice social distancing at all OWASA Board meetings; and that staff and Board should begin evaluating options for hybrid Board meetings in the Community Room. The Motion was seconded by Bruce Boehm and unanimously approved. Please see Motion 5.

Without objection, the Board agreed all future OWASA Board of Director meetings and work sessions will be held in OWASA's Community room beginning at 6:00 p.m.

Item Ten: Review Proposed Work Plan for OWASA's Executive Director

Bruce Boehm suggested, and the Board agreed, the Executive Director's Work Plan include an additional Human Resources Initiative regarding employee recruitment and retention due to the current hiring shortage.

Bruce Boehm made a motion to approve the Key Focus Areas for OWASA's Executive Director for the Period of June 2021 to May 2022 as amended; second by Ray DuBose and the Motion was unanimously approved. Please see Motion 6.

Item Eleven: Review Board Work Schedule

There were no comments on this item.

Item Twelve: Summary of Work Session Items

Todd Taylor noted the following staff action items:

- The Executive Committee will discuss timing of the Board's diversity and including training session.
- Provide the Board a link to the Algorithmic Bias and Fairness video.
- Revise Strategic Plan Stakeholder listed based on Board feedback.
- Schedule separate Board Work Sessions to update the Strategic Plan this fall and winter.
- Update introduction to the Long-Range Water Supply Plan Guiding Principles to reflect the Board's feedback.
- Schedule an October preview of the analysis of the Jordan Lake alternatives.
- Draft and send a letter to Carrboro and Chapel Hill Town Council's requesting they fill the appointments to OWASA Board of Directors.

- Encourage wearing masks and social distancing for all in-person OWASA Board Meetings and Work Sessions.
- Evaluate options for hybrid Board Meetings and Work Sessions at OWASA.
- Provide the Board a link to the School of Government article on Coates' Cannons Blog: Public Meetings After the Lifting of the State-Level State of Emergency.
- Update Executive Director Key Focus Areas to include Board feedback.

There being no further business to come before the Board, the Chair adjourned the meeting at 8:07 p.m.

Respectfully submitted by:



Andrea Orbich
Executive Assistant/Clerk to the Board

Attachments

RESOLUTION TO PURCHASE REMAINING ONE-THIRD INTEREST IN PROPERTY ADJACENT TO CANE CREEK RESERVOIR

Whereas, in order to protect water quality in the Cane Creek Reservoir watershed, Orange Water and Sewer Authority (OWASA) supports efforts to preserve and protect properties crossed by streams and wetlands tributary to the Cane Creek Reservoir; and,

Whereas, OWASA purchased a two-thirds undivided interest in an 80-acre tract of land (Parcel 9830-69-1327) in 2002 to protect streams and wetlands adjacent to Cane Creek Reservoir; and,

Whereas, Geoffrey Deane Peterson is the sole owner of the remaining one-third interest in the property; and,

Whereas, the OWASA Board of Directors authorized staff to make an offer of $240,000 to Geoffrey Deane Peterson at its May 13, 2021 Board of Directors meeting; and,

Whereas, Geoffrey Deane Peterson has accepted OWASA's offer:

Now, therefore be it resolved:

1. That the Board of Directors of the Orange Water and Sewer Authority, having been fully advised of the proposed purchase of the remaining one-third finds that by purchasing the remaining interest that streams and wetlands to Cane Creek Reservoir will afford material protection to the water resources of Cane Creek Reservoir; and,

2. That the Executive Director, with assistance from General Counsel be, and hereby is, authorized and directed to close on the purchase of the remaining one-third interest in the 80-acre parcel 9830-69-1327 for $240,000 from Geoffrey Deane Peterson for and on behalf of the Orange Water and Sewer Authority.

Adopted this 8th day of July 2021.

Jo Leslie Eimers, Chair

ATTEST:

John N. Morris, Secretary