

Orange Water and Sewer Authority
Virtual Meeting of the Board of Directors
October 28, 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, October 14, 2021, at 6:00 p.m. utilizing Microsoft Teams software.

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

OWASA staff attending virtually: Mary Darr, Robert Epting, Esq. (Epting and Hackney), Vishnu Gangadharan, Stephanie Glasgow, Katie Harwell, Robin Jacobs (Epting and Hackney), Steve Naylor, Andrea Orbich, Dan Przybyl, Ruth Rouse, Allison Spinelli, Todd Taylor, Stephen Winters, and Richard Wyatt.

Others attending virtually: Monica Dodson and Meg Holton (UNC Water Resources Manager).

Motions

1. Todd BenDor made a Motion to approve the Minutes of the September 23, 2021, Annual Meeting of the Board of Directors; second by Ray DuBose and the Motion was unanimously approved.
2. Todd BenDor made a Motion to approve the Minutes of the October 14, 2021, Closed Session of the Board of Directors for the Purpose of Discussing Potential Environmental Claims in Accordance with N.C. General Statutes 143-318.11; second by Ray DuBose and the Motion was unanimously approved.

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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 announced that on October 21, 2021, Mary Tiger and she attended the Orange County Climate Council meeting. Items of note discussed in that meeting included: work is underway to provide a more defined purpose for this group; Orange County was awarded a technical assistance grant to pursue LEED certification for cities and communities; the Town of

Carrboro appointed a Climate Action Team; and updates were provided from the Community Engagement and Relations and Partnership Committees. Ms. Eimers said the next meeting will be November 18, 2021, and OWASA delegates will be absent due to the scheduling of the OWASA Board's first strategic planning work session.

Stephanie Glasgow, Director of Human Resources and Safety, introduced OWASA's new Safety Manager, Steve Naylor.

Kevin Leibel asked if there was additional information on why the Carrboro Town Council did not make an appointment to the OWASA Board of Directors. Todd Taylor said the Carrboro Town Council would like more diversity in the candidate pool before making an appointment to the OWASA Board.

Item One: 12 Month Board Meeting Schedule

The Board accepted this as an information item.

Item Two: Minutes

Todd BenDor made a Motion to approve the Minutes of the September 23, 2021, Annual Meeting of the Board of Directors; second by Ray DuBose and the Motion was unanimously approved. Please see Motion 1.

Item Three: Minutes

Todd BenDor made a Motion to approve the Minutes of the October 14, 2021, Closed Session of the Board of Directors for the Purpose of Discussing Potential Environmental Claims in Accordance with N.C. General Statutes 143-318.11; second by Ray DuBose and the Motion was unanimously approved. Please see Motion 2.

Item Four: Discuss American Recovery Plan Act, Low-Income Household Water Assistance Program and Plan for Resuming Standard Collection Practices

Stephen Winters, Director of Finance and Customer Service, provided the Board an overview of the American Rescue Plan Act and the Low-Income Household Water Assistance Program and how funds may be provided to help OWASA with infrastructure projects and to assist customers who are behind on water and sewer bills.

Item Five: Discuss Process for Selecting an Independent Auditing Firm for the Fiscal Year 2022 Financial Audit

The Board approved staff's proposed process to solicit proposals and to hire an independent auditor for Fiscal Year 2022. Bruce Boehm volunteered to be on the interview panel to hire the auditor.

Item Six: Annual Review and Update of Strategic Trends and Utility Planning Issues for Fiscal Year 2021

Ruth Rouse, Planning and Develop Manager, provided a presentation of the Annual Review and Update of Strategic Trends and Utility Planning Issues for Fiscal Year 2021.

The Board expressed appreciation for the report, provided feedback, and requested the following information be incorporated into future reports: (1) make suggested revisions to the water main replacement decision support model graph, and (2) provide a graph on wastewater treatment daily max flow. The Board requested staff consider how to evaluate reliability and risk for the Reclaimed Water System; provide information on the estimated yield of our local water supply reservoirs; provide information on the potential to submeter master-metered multifamily residential buildings; and consider how to evaluate trends in the labor market, cyber security.

Item Seven: Financial Report for the Three-Month Period Ended September 30, 2021, and an Explanation of Pension and Other Post-Employment Benefit Liabilities

The Board received this as an information item; all of OWASA's financial management policy targets were met for the period.

Item Eight: Summary of Work Session Items

Todd Taylor noted the following staff action items and provided an overview of the next two Board meetings;

- Incorporate Board feedback into next year's Strategic Trends Report:
 - o Make revisions to the water main replacement decision support model graph and to the graph on wastewater treatment daily max flow.
 - o Consider how to evaluate reliability and risk for the Reclaimed Water System.
 - o Evaluate trends in the labor market, cyber security.
 - o Provide information on the estimated yield of our local reservoirs.
- Provide information on potential unit submetering for Multi Family Master Meters.
- Agenda items for November 11, 2021 virtual meeting include:
 - o Award Fermenter Construction Project
 - o Development of a New Budget Format
 - o New approach for distributing Care to Share Funds
 - o Review and Discuss Draft Water Conservation Plan
 - o Closed Session on potential PFAS Cost Recovery litigation
- Draft Agenda items on December 9, 2021:
 - o moved from Nov. 11 Long-Range Water Supply Plan on the Draft Alternatives Analysis for Jordan Lake Options and Communication Engagement Plan
 - o Information Session on Medical Insurance Renewals
 - o Award East Main Street Sewer Construction Project
 - o Closed Session to prepare for the Executive Director's interim review
- The Board will hold a virtual Strategic Plan Work Session on November 18th and December 16th.

Item Nine: Closed Session

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

Following the Closed Session, the Board reconvened in open session, reported no action was taken in the Closed Session, and the meeting adjourned at 8:33 p.m.

Respectfully submitted by:

A handwritten signature in black ink that reads "Andrea Orbich". The signature is written in a cursive style and is enclosed within a thin black rectangular border.

Andrea Orbich

Executive Assistant/Clerk to the Board