

Orange Water and Sewer Authority  
Meeting of the Board of Directors  
February 27, 2020

The Board of Directors of the Orange Water and Sewer Authority (OWASA) held a regular meeting on Thursday, February 27, 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, Jody Eimers, Robert Morgan and Bruce Runberg. Board Member absent: John N. Morris.

OWASA staff present: Mary Darr, Robert Epting (Epting and Hackney), Stephanie Glasgow, Tyrus Johnson, Andrea Orbich, Allison Spinelli, Todd Taylor and Stephen Winters.

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

Motions

1. Bruce Runberg made a motion to approve the Minutes of the January 30, 2020 Special Meeting of the Board of Directors; second by Ruchir Vora and unanimously approved.
2. Bruce Runberg made a motion to approve the Minutes of the February 13, 2020 Meeting of the Board of Directors; second by Ruchir Vora and unanimously approved.
3. Bruce Runberg made a motion to approve the Minutes of the February 13, 2020 Closed Session of the Board of Directors for the purpose of discussing a personnel matter; second by Ruchir Vora and unanimously approved.
4. Bruce Runberg made a motion that the Board approve the proposed new Computerized Maintenance Management System project information as amended by Bruce Boehm (that the title and description be updated to evaluate and implement work order business process mapping and optimization improvements as well as clarify phasing and expected results); second by Robert Morgan and approved with a vote of five to two with Yinka Ayankoya and Ruchir Vora opposed.

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Announcements

Ray DuBose announced that the Board received an e-mail from Board Member John Cooley who announced his resignation from the OWASA Board of Directors effective February 27, 2020, due to an unexpected increase in personal and professional obligations.

Mr. 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 to disclose the same at this time; none were disclosed.

Mr. DuBose said that members of the Orange County Board of Commissioners and Orange County Appointees to the OWASA Board will meet on Wednesday, March 25, 2020 at 8:30 a.m. in OWASA's Boardroom to discuss items of mutual interest.

Bruce Boehm said the Finance Committee met on the February 24, 2020 to discuss a draft of the Fiscal Year (FY) 2021 operating budget. Drafts of the FY 2021 5-year Capital Improvements Program and capital equipment budgets will be provided at the March 12, 2020 Board work session and staff will provide the Board with a preliminary rate adjustment recommendation for consideration at the March 26, 2020 meeting.

Jody Eimers announced the Chatham-Orange Task Force Meeting on Friday, March 6, 2020 at 12:00 noon at Clarion Associates, Chapel Hill. The topics will be an update on development along the 15-501 corridor between Pittsboro and Interstate 40, affordable housing strategies and programs, and regional transit planning.

Robert Morgan announced the Board of Directors will hold a Closed Session on March 10, 2020 at 6:00 p.m. in the OWASA Boardroom for the purpose of discussing a personnel matter.

Todd Taylor announced the lakes will open for recreation on March 21, 2020 at Cane Creek Reservoir and University Lake and during the recreation season, our lakes will normally be open from 6:30 a.m. to 6:00 p.m.

Mr. Taylor announced that the annual chlorine disinfection of drinking water will begin on March 1, 2020 and will continue through the end of March. Chlorine disinfection ensures a high level of disinfection in the community's network of water mains.

#### Petitions and Requests:

Ray DuBose said the Board received a petition from P.M. Dubbeling, PLLC, on behalf of Frank Baumgartner and Rachel Sumney, requesting a change to the Water and Sewer Management, Planning and Boundary Agreement; and without objection, the Board agreed to receive the petition and refer the petition to General Counsel and staff for a response at a future meeting.

Mr. DuBose asked for petitions and requests from the Board and staff; there were none.

#### Item One: 12 Month Board Meeting Schedule

The Board accepted this as an information item.

#### Item Two: Information on Proposed Computerized Maintenance Management System

(This item was pulled from the Consent Agenda at Mr. Vora's request, and discussed separately by the Board.)

Mr. Vora said he appreciated the information provided by Staff concerning its plans to upgrade and replace on the Computerized Maintenance Management System (CMMS). He mentioned though, that the cost for this project seemed very expensive, and he asked if staff could do the work in house.

Bruce Boehm agreed the cost is expensive, but noted the scope really involves two phases, which might be separated. Mr. Boehm expressed his view that Phase I ought to sort out the business process issues and tasks; and that Phase II ought to follow up with a review of the software and other products needed to meet the needs reported in findings of Phase I.

Allison Spinelli, Asset Manager, responded to Board Member questions, acknowledged the high cost for the proposed consultant work, but stated that it was felt that upfront consultant investment is important to select the best software, to insure a smooth implementation, and to provide recommendations to assure successful long-term maintenance efficiency and asset management for the organization.

Robert Morgan said he supported moving forward on this project.

Jody Eimers said she supported moving forward on this project.

Yinka Ayankoya asked which budget would be affected for this project.

Stephen Winters, Director of Finance and Customer Services, said funds are available to fund the consultant work for this fiscal year. Funding for work to be done next year is in the draft FY 2021 operating budget which the Board will consider for approval in June 2020.

Mr. Boehm said he supports the project but he believes the title and description should be updated to evaluate and implement work order business process mapping and optimization improvements as well as clarify phasing and expected results.

Bruce Runberg made a motion that the Board approve the proposed new Computerized Maintenance Management System project information as amended by Bruce Boehm (that the title and description be updated to evaluate and implement work order business process mapping and optimization improvements as well as clarify phasing and expected results); second by Robert Morgan and approved with a vote of five to two with Yinka Ayankoya and Ruchir Vora opposed. Please see motion 4.

Item Three: Resolution Awarding a Construction Contract for the Jones Ferry Road Water Treatment Plant Finished Water Pump Improvements

Bruce Runberg made a motion to approve the resolution; second by Ruchir Vora and unanimously approved. Please see Motion 1.

Item Four: Minutes

Bruce Runberg made a motion to approve the Minutes of the January 30, 2020 Special Meeting of the Board of Directors; second by Ruchir Vora and unanimously approved. Please see Motion 2.

Item Five: Minutes

Bruce Runberg made a motion to approve the Minutes of the February 13, 2020 Meeting of the Board of Directors; second by Ruchir Vora and unanimously approve. Please see Motion 3.

Item Six: Minutes

Bruce Runberg made a motion to approve the Minutes of the February 13, 2020 Closed Session of the Board of Directors for the purpose of discussing a personnel matter; second by Ruchir Vora and unanimously approved. Please see Motion 3.

Item Seven: Safety Performance Metrics

Tyrus Johnson, Safety and Risk Manager, provided the Board a presentation on the internal Safety Performance Metrics developed to reduce the number of incidents that occur each year at OWASA and provide additional information on OWASA's safety program.

Bruce Boehm asked what the personal injury trend has been over the past five years.

The Board thanked and expressed appreciation to Mr. Johnson for the report.

Item Eight: Summary of Key Staff Action Items from the Meeting

Todd Taylor noted the following items for staff follow-up:

- Provide a response to the petition presented by P.M. Dubbeling, PLLC, on behalf of Frank Baumgartner and Rachel Sumney, requesting a change to the Water and Sewer Management, Planning and Boundary Agreement at a future Board meeting.
- Provide the Board personal injury trends over the past five years via e-mail.
- Update the description of the Computerized Maintenance Management System (CMMS) project to evaluate and implement work order business process mapping and optimization improvements, as well as clarify phasing and expected results, such as a new CMMS, of the project.
- The Board's March 12, 2020 Work Session items include:
  - o Forest Management Program Update
  - o Resolution Awarding the Jones Ferry Road Water Treatment Plant Water Mains Resiliency Construction Contract

- Resolution Awarding the Jones Ferry Road Water Treatment Plant Chemical Facility Improvements Contract
- Draft Fiscal Year 2021 Budget Including First Iteration of New Budget Format
- Update on New Water Main Prioritization Model
- The Board's March 26, 2020 Meeting items include:
  - Set date for Public Hearings on May 28, 2020
  - Fiscal Year 21 draft Budget & Rates and Proposed Staff Rate Adjustment Recommendation

Item Nine:    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 8:46 p.m., and the meeting was adjourned.

Respectfully submitted by:



Andrea Orbich

Executive Assistant/Clerk to the Board

Attachment