

Orange Water and Sewer Authority  
Meeting of the Board of Directors  
February 13, 2020

The Board of Directors of the Orange Water and Sewer Authority (OWASA) met in a work session on Thursday, February 13, 2020, at 6:00 p.m. in OWASA's Community Room, 400 Jones Ferry Road, Carrboro.

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

OWASA staff present: Justin Andrews, Mary Darr, Monica Dodson, Jesse DuClau, Robert Epting, Esq. (Epting and Hackney), Pat Farl, Vishnu Gangadharan, Stephanie Glasgow, Tiffanie Hawley, Marcus Hill, Blake Hodge, Robin Jacobs (Epting and Hackney), Tyrus Johnson, Ed Kerwin, Ken Loflin, Andrea Orbich, Nick Rogers, Ruth Rouse, Kelly Satterfield, Shawn Stanley, Todd Taylor, Mary Tiger, Stephen Winters and Richard Wyatt.

Others present: Randy Horton and Meg Holton (UNC Water Resources Manager).

Motions

1. BE IT RESOLVED THAT the Board of Directors of the Orange Water and Sewer Authority adopts the Resolution to amend the Schedule of Employee Classification and Authorized Compensation to Reclassify the Biosolids Recycling Technician Position. Motion by Yinka Ayankoya, second by Robert Morgan and unanimously approved.
2. Yinka Ayankoya made a motion to approve the Minutes of the January 23, 2020 Meeting of the Board of Directors; second by Ruchir Vora and unanimously approved.

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Announcements

Ruchir Vora 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. Vora said on Wednesday, February 12, 2020 the Board held a Diversity and Inclusion Session with VISIONS, Inc. This session was productive and well received by the all Board members in attendance.

Bruce Boehm announced there will be a Finance Committee Meeting on Monday, February 24, 2020 at 5:00 p.m. in the OWASA Boardroom to provide an opportunity for an in-depth analysis of staff's first draft of the Fiscal Year 2021 Operating Budget.

Jody Eimers announced the Chatham-Orange Task Force Meeting was rescheduled to Friday, March 6, 2020 at 12:00 noon at a place to be determined. 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.

Robert Morgan provided an update on the executive search and assessment services for OWASA's next Executive Director. He said a closed session will be scheduled for the first or second week in March 2020 to receive a report from the consultant on the top candidates. Mr. Morgan also noted that the Board will develop specific criteria as part of the selection process and the Board will have the opportunity to review questions from the consultant for interviews in April 2020.

Robin Jacobs announced the passing of former and founding Board Member, Shirly Marshall, on January 28, 2020. Ms. Marshall was very active in the Carrboro-Chapel Hill-Orange County Community.

Item One: Position Reclassification for Biosolids Recycling Technician

Yinka Ayankoya made a motion to adopt the Resolution to Amend the Schedule of Employee Classification and Authorize Compensation to Reclassify the Biosolids Recycling Technician Position; second by Robert Morgan and unanimously approved. Please see Motion 1.

Item Two: Minutes

Yinka Ayankoya made a motion to approve the Minutes of the January 23, 2020 Meeting of the Board of Directors; second by Robert Morgan and unanimously approved. Please see Motion 2.

Item Three: Department Managers Fiscal Year 2021 Budget Presentations

Todd Taylor, General Manager of Operations, provided an overview of this item and introduced the presenters: Kenneth Loflin (Water Supply and Treatment Manager), Jesse DuClau (Distribution and Collection Systems Manager) and Monica Dodson (Wastewater Treatment and Biosolids Recycling Manager).

Mr. Loflin said after a taste and odor event in 2017, new equipment (Gas Chromatograph/Mass Spectrometer) and a new Lab Analyst position was supported by the Board which allows staff to track the taste and odor changes in real-time and more quickly adjust treatment processes to meet expectations of the community. Mr. Loflin said work continues to maintain the highest level of performance within the Partnership for Safe Water while his team prepares for future challenges, including proposed changes to the Federal Lead and Copper Rule and monitoring of per- and polyfluoroalkyl substances (PFAS).

Mr. DuClau reported on his team's work last year to inspect all 13,000 valves across the system to improve the effectiveness of valve inspection program. He also discussed shifting a portion of distribution piping installation to OWASA's construction crew to reduce costs and improve employee development and morale. Staff is also working to keep up with demand for locating

our utilities as underground cabling continues across the service area in order to protect critical water and wastewater infrastructure.

Ms. Dodson said her staff is looking at the implementation of the Jordan Lake Discharge Rule for Total Nitrogen and will continue work to further optimize the process to reliably meet these new limits and achieve higher performance goals under the Partnership for Clean Water. Her team plans to reduce costs and improve safety, reliability and efficiency of the operation through implementation of a new Computerized Maintenance Management System (CMMS) and the addition of staff. These investments will allow maintenance staff to focus on preventative maintenance and better manage assets before they experience a failure.

Stephen Winters, Director of Finance and Customer Service, noted staff is in the process of purchasing CMMS and requested the Board's concurrence to move forward with the scope and cost of proposed consultant's work on CMMS. The Board requested staff provide additional information on CMMS and expressed appreciation on the process for an in-depth discussion on the operations budget. The Board will continue to receive budget updates before final adoption in June 2020.

Item Four: Review Board Work Schedule

The Board agreed to add Safety Performance Metric item and Closed Session to discuss personnel matter with General Counsel to the February 27, 2020 agenda; and add the Long-Range Water Supply Plan path forward on the Board's May 14, 2020 agenda.

The Board agreed to schedule the Closed Session with Slavin Management Consultants on Tuesday, March 10, 2020 at 6:00 p.m. and a doodle poll will be sent to schedule two full days in April (Friday & Saturday) for the Board to interview of top Executive Director candidates.

Ed Kerwin noted Orange County Health Department is on schedule to provide their report on fluoridation within a month; once received, it will be provided to the Board as an informational item on a future meeting agenda and fluoridation stakeholders will be notified.

Item Five: Summary of Work Session Items

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

- Provide information about scope and cost of proposed consultant's work on new Computerized Maintenance Management System; and
- Send a doodle poll to schedule two full days in April (Friday & Saturday) for the Board to interview top Executive Director candidates.

Item Six: Closed Session

Without objection, the Board of Directors convened in a closed session for the purpose of discussing a personnel matter.

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The Board meeting reconvened in open session at 8:30 p.m., and the meeting was adjourned.

Respectfully submitted by:

A handwritten signature in black ink that reads "Andrea Orbich". The signature is written in a cursive style with a large initial 'A'.

Andrea Orbich

Executive Assistant/Clerk to the Board

Attachment

**Resolution to Amend the Schedule of Employee Classification and Authorized Compensation to Reclassify the Biosolids Recycling Technician Position**

**Whereas**, the Executive Director has reviewed the duties, functions and responsibilities for the three Biosolids Recycling Technician positions in the schedule of Employee Classifications; and

**Whereas**, the Executive Director has determined that the positions should be reclassified from a Grade 610 position (annual salary range \$34,897 - \$53,742) to a Grade 612 (annual salary range \$38,475 - \$59,251), in order better to reflect the skills and experience required for performance of the positions, and to keep that compensation level competitive within the applicable labor market;

**Now, Therefore, Be It Resolved:**

1. That the three Biosolids Recycling Technician positions at a Grade 610 shall be reclassified to a Grade 612 (annual salary range \$38,475 - \$59,251), and that the Schedule of Employee Classification and Authorized Compensation shall be amended to reflect this change effective upon adoption of this Resolution.

Adopted this 13<sup>th</sup> day of February, 2020.



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Ruchir Vora, Vice Chair

ATTEST:



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Bruce Boehm, Secretary