

Orange Water and Sewer Authority
Meeting of the Board of Directors
March 12, 2020

The Board of Directors of the Orange Water and Sewer Authority (OWASA) met in a work session on Thursday, March 12, 2020, at 6:00 p.m. in OWASA's Community Room, 400 Jones Ferry Road, Carrboro.

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

OWASA staff present: Brad Barber, Mary Darr, Robert Epting, Esq. (Epting and Hackney), Robin Jacobs (Epting and Hackney), Ed Kerwin, Andrea Orbich, Ruth Rouse, Kelly Satterfield, 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 Awarding a Construction Contract for the Jones Ferry Road Water Treatment Plant Water Mains Resiliency Improvements Project. Motion by Bruce Runberg, second by John Morris and unanimously approved.
2. BE IT RESOLVED THAT the Board of Directors of the Orange Water and Sewer Authority adopts the Resolution Awarding a Construction Contract for the Jones Ferry Road Water Treatment Plant Chemical Facilities Improvements Project. Motion by Bruce Runberg, second by John Morris and unanimously approved.
3. Bruce Runberg made a motion to approve the Minutes of the February 27, 2020 Meeting of the Board of Directors; second by John Morris and unanimously approved.
4. Bruce Runberg made a motion to approve the Minutes of the February 27, 2020 Closed Session of the Board of Directors for the purpose of discussing personnel matter; second by John Morris and unanimously approved.
5. Bruce Boehm made a motion that the March 26, 2020 Board of Directors meeting be canceled to allow staff to focus on mission critical matters related to COVID-19 preparedness and response; the Board of Directors expects to conduct their April 9, 2020 Board meeting using online measures in full compliance with all public notices and meeting requirements; second by Yinka Ayankoya and unanimously approved.

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Announcements

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

Mr. DuBose said Vishnu Gangadharan, Engineering Manager – Capital Projects, is unable to attend tonight’s meeting, and requested agenda item 6. Update on New Water Main Prioritization Model, be rescheduled for a future Board meeting. The Board agreed.

With consideration of the COVID-19 pandemic, the Board agreed to cancel the following two meetings:

- March 23, 2020 meeting between Chapel Hill Town Council OWASA Committee and Chapel Hill Appointees to the OWASA Board; and
- March 25, 2020 meeting between Members of the Orange County Board of County Commissioners and Orange County Appointees.

Robert Morgan, Chair of the Human Resources Committee, said the Board of Directors met in closed session on March 10, 2020 to review with the consultant confidential personnel materials regarding candidate interviews for OWASA’s next Executive Director. Mr. Morgan said the consultant will conduct background checks and suggested the Board’s Human Resources (HR) Committee finalize the questions for the interviews. The Board agreed to schedule an HR Committee meeting and invite the full Board to participate.

Ruth Rouse, Planning and Development Manager, provided an update on the February 27, 2020 Orange County Climate Council Meeting. Ms. Rouse said the County successfully pursued a LEED for Cities and Communities Grant. The LEED for Communities provides a framework for local governments to benchmark progress to meet sustainability objectives.

Stephen Winters, Director of Finance and Customer Service, provided an update on the March 6, 2020, Chatham-Orange Task Force Meeting. Mr. Winters said two topics were discussed: development along the Highway 15-501 corridor between Pittsboro and Interstate 40; and affordable housing strategies and programs for the counties.

Item One: Award a Construction Contract for the Jones Ferry Road Water Treatment Plant Water Mains Resiliency Improvements Project

Bruce Runberg made a motion to adopt the Resolution Awarding a Construction Contract for the Jones Ferry Road Water Treatment Plant Water Mains Resiliency Improvements Project; second by John Morris and unanimously approved. Please see Motion 1.

Item Two: Award a Construction Contract for the Jones Ferry Road Water Treatment Plant Chemical Facility Improvements Project

Bruce Runberg made a motion to adopt the Resolution Awarding a Construction Contract for the Jones Ferry Road Water Treatment Plant Chemical Facilities Improvements Project; second by John Morris and unanimously approved. Please see Motion 2.

Item Three: Minutes

Bruce Runberg made a motion to approve the Minutes of the February 27, 2020 Meeting of the Board of Directors; second by John Morris and unanimously approved. Please see Motion 3.

Item Four: Minutes

Bruce Runberg made a motion to approve the Minutes of the February 27, 2020 Closed Session of the Board of Directors for the purpose of discussing a personnel matter; second by John Morris and unanimously approved. Please see Motion 4.

Item Five: Forest Management Program Update

Ed Kerwin provided an update on OWASA's Forest Management Program, noting work with a consultant to prioritize our forested lands by greatest need for active management, focusing on OWASA's number one goal of protecting water quality.

Item Six: Update on New Water Main Prioritization Model

The Board agreed to reschedule this item for a future Board meeting.

Item Seven: Draft Fiscal Year 2021 Budget and First Iteration of New Budget Format

Stephen Winters, Director of Finance and Customer Service, provided an update on the draft Fiscal Year 2021 Budget. The draft includes about \$24.3 million in operating expenses and \$25.8 million in capital improvements. These planned expenditures support OWASA remaining a sustainable, responsible, and environmentally focused organization.

Mr. Winters also presented a first draft of a new budget format that the Board and staff have been developing. The purpose of the new format is to improve the way budget information is presented to the Board and public to make it easier to digest and to make the Board decision-making process more efficient.

The Board will continue budget discussions and hold public hearings in May before approving a final budget in June.

Item Eight: Review Board Work Schedule

Staff provided an update on OWASA's preparations regarding COVID-19 by briefly summarizing OWASA's Continuity of Operations Plan, working remotely, and temporarily suspending customer water and sewer service disconnections for non-payment to help mitigate

the spread of the coronavirus. Staff recommends canceling the Board's March 26, 2020 meeting and arrange to hold the Board's April 9, 2020 meeting remotely.

Bruce Boehm made a motion that the March 26, 2020 Board of Directors meeting be canceled to allow staff to focus on mission critical matters related to COVID-19 preparedness and response; the Board of Directors expects to conduct their April 9, 2020 Board meeting using online measures in full compliance with all public notices and meeting requirements; second by Yinka Ayankoya and unanimously approved. Please see Motion 5.

The Board's next schedule meeting will be on April 9, 2020 and is expected to be conducted remotely and will include an update on OWASA COVID-19 preparations and response.

Item Nine: Summary of Work Session Items

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

- Prepare Board Members and staff in advance to conduct the April 9, 2020 Board meeting remotely and confirm with each Board member that the remote online software works. Conducting Board Committee and other meetings in this manner may also be needed.
- Provide notice canceling the March 26, 2020 Board Meeting and cancel March meetings with Orange County and Chapel Hill officials.

The Board meeting was adjourned at 7:18 p.m.

Respectfully submitted by:



Andrea Orbich
Executive Assistant/Clerk to the Board

Attachments

**RESOLUTION AWARDING A CONSTRUCTION CONTRACT FOR THE JONES
FERRY ROAD WATER TREATMENT PLANT WATER MAINS RESILIENCY
IMPROVEMENTS PROJECT**

WHEREAS, there is a need to replace aging water mains and increase the resiliency of the finished water distribution system at the Jones Ferry Road Water Treatment Plant; and

WHEREAS, plans and specifications for the construction of this project have been prepared by Hazen & Sawyer; and

WHEREAS, the construction contract bid was publicly advertised on the State of North Carolina Interactive Purchasing System and OWASA websites, and Greater Diversity News on January 9, 2020; and

WHEREAS, three bids were received and opened publicly on February 26, 2020, and Moffat Pipe, Inc. of Wake Forest, North Carolina has been determined to be the low responsive, responsible bidder for the project; and


WHEREAS, on June 13, 2019 the Board approved a resolution authorizing funds for Capital Improvement Projects, including funds for this project;

NOW, THEREFORE, BE IT RESOLVED:

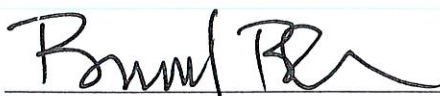
1. That the Orange Water and Sewer Authority Board of Directors awards the construction contract to Moffat Pipe, Inc., the low responsive, responsible bidder for the Jones Ferry Road Water Treatment Plant Water Mains Resiliency Improvements Project, in accordance with the approved plans and specifications, in the amount of \$2,178,593.80, subject to such change orders as may apply.

2. That the Executive Director be, and hereby is, authorized to execute said contract, subject to prior approval of legal counsel, and to approve and execute change orders and such documents as may be required in connection with the construction contract.

Adopted this 12th day of March 2020.


Raymond E. DuBose, P.E., Chair

ATTEST:


Bruce Boehm, Secretary

**RESOLUTION AWARDING A CONSTRUCTION CONTRACT FOR THE JONES
FERRY ROAD WATER TREATMENT PLANT CHEMICAL FACILITIES
IMPROVEMENTS PROJECT**

WHEREAS, there is a need to improve the chemical facilities at the Jones Ferry Road Water Treatment Plant; and

WHEREAS, plans and specifications for the construction of this project have been prepared by Freese and Nichols, Inc.; and

WHEREAS, the construction contract bid was publicly advertised on the State of North Carolina Interactive Purchasing System and OWASA websites, and Greater Diversity News on January 2, 2020; and

WHEREAS, on February 26, 2020 bids were received and publicly opened, and Dellinger, Inc. of Monroe, North Carolina has been determined to be the low responsive, responsible bidder for the project; and

WHEREAS, on June 13, 2019 the Board approved a resolution authorizing funds for Capital Improvement Projects, including funds for this project;

NOW, THEREFORE, BE IT RESOLVED:

1. That the Orange Water and Sewer Authority Board of Directors awards the construction contract to Dellinger, Inc., the low responsive, responsible bidder for the Jones Ferry Road Water Treatment Plant Chemical Facilities Improvements Project, in accordance with the approved plans and specifications, in the amount of \$3,129,000, subject to such change orders as may apply.

2. That the Executive Director be, and hereby is, authorized to execute said contract, subject to prior approval of legal counsel, and to approve and execute change orders and such documents as may be required in connection with the construction contract.

Adopted this 12th day of March 2020.


Raymond E. DuBose, P.E., Chair

ATTEST:



Bruce Boehm, Secretary