

ORANGE WATER AND SEWER AUTHORITY

MEETING OF THE BOARD OF DIRECTORS

NOVEMBER 8, 2012

The Board of Directors of the Orange Water and Sewer Authority (OWASA) held a regular meeting on Thursday, November 8, 2012, at 7:00 PM in OWASA's Community Room at 400 Jones Ferry Road, Carrboro.

Directors present: Alan Rimer, P.E., Chair; John A. Young, Vice Chair; Amy Witsil, Secretary; Michael M. Hughes, P.E.; Will Raymond; and Dana Raborn. Directors absent: Terri Buckner; Stephen Dear; and Gordon Merklein.

OWASA staff: Ed Kerwin; John Greene; Mason Crum; Patrick Davis; Greg Feller; Stephanie Glasgow; Ed Holland; Andrea Orbich; Dan Przybyl; Stephen Winters; and Robert Epting, Esq., Epting and Hackney.

Others present: Mac Clarke, Chapel Hill resident; and Ben Poulson, Associate Director of Energy Services, University of North Carolina at Chapel Hill.

There being a quorum present, Chair Alan Rimer called the meeting to order.

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MOTIONS ACTED UPON

1. Will Raymond made a motion to approve the Minutes of the October 11, 2012 meeting of the Board of Directors; the motion was seconded by Michael Hughes, and carried by unanimous vote.

2. After discussion of the final draft Employee Classification and Compensation Study, the Board agreed to delay action until a Human Resources (HR) Committee meeting is held with the consultant, The Waters Consulting Group, Inc., to consider additional questions raised by Board members. Staff will coordinate scheduling the HR Committee meeting with Gordon Merklein, Chair of the HR Committee. The Board also agreed that Fiscal Year 2013 employee merit pay increases will be retroactive to November 5, 2012. (Motion by Will Raymond, second by Michael Hughes, and carried by unanimous vote.)

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ITEM ONE: ANNOUNCEMENTS

CONFLICT OF INTEREST

Alan Rimer said any Board Member who knows of a conflict of interest or potential conflict of interest with respect to any item on the agenda tonight is asked to disclose the same at this time. There were none.

COMMITTEE MEETINGS

John Young said that the Finance Committee will meet on November 15, 2012 at 8:00 AM in the OWASA Boardroom to discuss the results of the water and sewer rate study. The Committee will have additional meetings and discussions prior to making recommendations to the full Board.

Dana Raborn said that the Natural Resources/Technical Systems Committee will meet on Tuesday, December 4, 2012 at 4:00 PM in the OWASA Community Room to discuss the petitions the Board received from two customers requesting OWASA discontinue its current practice of fluoridating drinking water. Dr. Rebecca King, Section Chief of the N.C. Department of Health and Human Services, Oral Health Section; and Allen Spalt, co-founder of Toxic Free North Carolina and past member of the Carrboro Board of Alderman, will participate in the Committee's discussions.

DANA RABORN

Dana Raborn (formerly Dana Stidham) announced that she has changed her name.

ITEM TWO:     PETITIONS AND REQUESTS

Alan Rimer asked for petitions and requests from the public; there were none.

Will Raymond petitioned the Board to be proactive with the Towns of Carrboro and Chapel Hill regarding stormwater management as well as coordinating regional watershed management.

The Board asked Mr. Raymond to discuss his ideas with OWASA staff and to petition the Board at a future meeting if appropriate.

Alan Rimer asked for petitions and requests from the staff; there were none.

ITEM THREE:   MINUTES

Will Raymond made a motion to approve the Minutes of the October 11, 2012 meeting of the Board of Directors; the motion was seconded by Michael Hughes, and carried by unanimous vote. Please see Motion No. 1 above.

ITEM FOUR:     CONSIDER ADOPTION OF RECOMMENDATIONS FROM THE  
EMPLOYEE CLASSIFICATION AND COMPENSATION STUDY

Mac Clarke commended OWASA on the quality of the consultant's report. He noted that the report indicates OWASA's pay structure is seven percent below market averages and he inquired how OWASA would eliminate that gap.

After discussion of the final draft Employee Classification and Compensation Study, the Board agreed to delay action until a Human Resources (HR) Committee meeting is held with the consultant, The Waters Consulting Group, Inc., to consider additional questions raised by Board members. Staff will coordinate scheduling the HR Committee meeting with Gordon Merklein, Chair of the HR Committee. The Board also agreed that Fiscal Year 2013 employee merit pay increases will be retroactive to November 5, 2012. (Motion by Will Raymond, second by Michael Hughes, and carried by unanimous vote. See Motion No. 2 above.)

ITEM FIVE: DISCUSS UPDATE OF OWASA'S STRATEGIC PLAN

The Board agreed to target the January 10, 2013 Board meeting for a work session to review and discuss OWASA's Strategic Plan for 2013-2014.

ITEM SIX: EXECUTIVE DIRECTOR WILL SUMMARIZE THE KEY ACTION ITEMS FROM THE BOARD MEETING AND NOTE SIGNIFICANT ITEMS FOR DISCUSSION AND/OR ACTION EXPECTED AT THE NEXT BOARD MEETING

Ed Kerwin summarized the meeting with the following items:

- Staff will meet with Will Raymond to discuss his ideas regarding stormwater management and regional watershed management.
- Staff will follow up with Gordon Merklein, Chair of the Human Resources (HR) Committee, to schedule an HR Committee meeting including The Waters Consulting Group, Inc.
- The January 10, 2013 Board meeting will be targeted to hold a work session to review and discuss the draft Strategic Plan for Fiscal Years 2013 and 2014.
- The December 13, 2012 Board meeting will include:
  - o Discuss and possibly consider adoption of recommendations from the final draft Employee Classification and Compensation Study, depending on results of an Human Resources Committee meeting;
  - o Consider conversion of OWASA's Level II Jordan Lake Water Supply Allocation to a Level I;
  - o Consider awarding construction contracts for the Heritage Hills Pump Station force main replacement and the Mason Farm Wastewater Treatment Plant aeration system/odor improvements;
  - o Consider an agreement with the State of North Carolina for a no-interest loan for the aeration and mixing system project; and
  - o Possible discussion of the draft rate study report.

There being no further business to come before the Board, the meeting was adjourned at 8:45 PM.