

ORANGE WATER AND SEWER AUTHORITY

MEETING OF THE BOARD OF DIRECTORS

JANUARY 22, 2015

The Board of Directors of the Orange Water and Sewer Authority (OWASA) held a regular business meeting on Thursday, January 22, 2015, beginning at 7:00 PM in OWASA's Community Room, 400 Jones Ferry Road, Carrboro.

Board Members present: John A. Young, Chair; Michael M. Hughes, P.E., Vice Chair; Heather Payne, Secretary; Terri Buckner; Stephen (Steve) Dear; Quinton Harper; David (Dave) Moreau; Ruchir Vora; and Amy Witsil.

OWASA staff present: Ed Kerwin; Stuart Carson; Mary Darr; Patrick Davis; Greg Feller; Alicia Grey; Randy Horton; Ruth Rouse; Todd Taylor; Stephen Winters; and Robert Epting of Epting and Hackney.

Others present: Ben Poulson, Associate Director of Energy Services, and Meg Holton, Water, Wastewater, and Stormwater Manager, University of North Carolina at Chapel Hill; UNC Bass Fishing Team members Will Rickman, Stephen Smith and Scott Ellington; Keith Baldwin, Carolina Farm Stewardship Association; Alan Tom, Chapel Hill Resident; and Sharon Paterson, BCR Environmental.

There being a quorum present, Chair John Young called the meeting to order.

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MOTIONS ACTED UPON

1. BE IT RESOLVED THAT the Orange Water and Sewer Authority adopt the Resolution Honoring John W. Greene, Jr. and Expressing Deepest Sympathies to his Family. (Resolution so titled attached hereto and made a part of these minutes. Motion by Dave Moreau, second by Steve Dear and unanimously approved.)
2. BE IT RESOLVED THAT the Orange Water and Sewer Authority adopt the Resolution Approving OWASA's 2012 Local Water Supply Plan and Water Shortage Response Plan Update Submitted to the NC Department of Environment and Natural Resources, Division of Water Resources. (Resolution so titled attached hereto and made a part of these minutes. Motion by Dave Moreau, second by Steve Dear and unanimously approved.)
3. Dave Moreau made a motion to approve the Minutes of the December 11, 2014 Meeting of the Board of Directors; second by Steve Dear, and unanimously approved.

4. Dave Moreau made a motion to approve the Minutes of the December 11, 2014 Work Session of the Board of Directors; second by Heather Payne, and unanimously approved.
5. Dave Moreau made a motion to approve the Minutes of the January 8, 2015 Work Session of the Board of Directors; second by Steve Dear, and unanimously approved.
6. Michael Hughes made a motion that the Board of Directors approve the Charter for the Energy Management Plan and the associated Community Engagement Plan, and authorize staff to proceed with this project in accordance with the approach described in the documents; second by Steve Dear, and unanimously approved.
7. Dave Moreau made a motion that the Board of Directors direct staff to prepare a draft customer survey for discussion by the Board at a future meeting; second by Quinton Harper, and approved with a vote of eight to one with Terri Buckner opposed because a survey is feedback on the issues important to staff instead of engaging the community on the issues of importance to them.
8. Amy Witsil made a motion that the Board of Directors move into a Work Session to review the Board Work Session Format; second by Steve Dear, and unanimously approved.

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ANNOUNCEMENTS

Conflict Of Interest

John Young 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.

OWASA Orientation

John Young said that an OWASA orientation was held today for newly elected Orange County Commissioner, Mia Burroughs. Also in attendance were Terri Buckner, Michael Hughes and Ed Kerwin.

Orange County Board of County Commissioners

Mr. Young said that he will provide OWASA's annual update to the Orange County Board of Commissioners on Tuesday, February 3, 2015 at 7:00 PM in the Whitted Building in Hillsborough.

Natural Resources and Technical Systems (NRTS) Committee Meeting

Terri Buckner said that the NRTS Committee met on January 13, 2015 to discuss a petition from the UNC Bass Fishing Team to practice bass fishing on University Lake. Ms. Buckner said regarding the proposed use of University Lake by UNC Bass Fishing Team:

- OWASA's lease agreement for University Lake allows for the recreational use of the lake by UNC.
- OWASA can include conditions in an agreement on UNC recreational use to ensure the public water supply and safety is protected.
- OWASA had several concerns about the petition, and the representatives of the Bass Fishing Team understood and are willing to work with staff to address those concerns.

Ms. Buckner said that the Board will hear the petition and the NRTS Committee recommends that the Board receive it and direct staff to work with the petitioners to draft an agreement on the Bass Fishing Team's use of the lake. Ms. Buckner also said the NRTS Committee will in its next meeting receive information on baseline energy use and goals for the Energy Management Plan. The Committee will meet on a date to be determined in March 2015.

PETITIONS AND REQUESTS

Mr. Stephen Smith, Vice-President of UNC's Bass Fishing Team, petitioned the Board of Directors to allow fishing practice on University Lake indefinitely beginning in January 2015. Mr. Smith said that the Team consists of 13 individuals including a UNC faculty member who would supervise all practices to ensure adherence with lake policies.

The Board accepted the UNC Bass Fishing Team's petition and directed staff to work with Mr. Smith to develop a mutually acceptable agreement to protect water quality and public safety, and allow access in accordance with the University Lake lease.

Mr. Keith Baldwin, Carolina Farm Stewardship Association (CFSA), said that CFSA is a non-profit organization that provides advocacy, education and services for farmers in the Carolinas to grow and eat local, organic foods. Mr. Baldwin offered CFSA's services to the farmers who use biosolids in the event that OWASA transitions away from applying of biosolids on farmland.

The Board thanked Mr. Baldwin for his comments and expressed an interest in partnering with CFSA in the future should that be needed.

John Young asked for petitions and requests from the Board and staff; there were none.

ITEM ONE: QUARTERLY REPORT ON ATTENDANCE AT BOARD AND COMMITTEE MEETINGS

The Board received this report as an information item.

ITEM TWO: SEMIANNUAL STATUS REPORT FOR VARIOUS CAPITAL IMPROVEMENT PROJECTS

John Young requested additional construction budget information regarding Wastewater Treatment Plant's Hypochlorite Facility Rehabilitation project; staff will follow up.

ITEM THREE: RESOLUTION HONORING JOHN W. GREENE, JR. AND EXPRESSING DEEPEST SYMPATHIES TO HIS FAMILY

Dave Moreau made a motion to approve the resolution; second by Steve Dear, and unanimously approved. Please see Motion No. 1 above.

ITEM FOUR: OWASA'S 2012 LOCAL WATER SUPPLY PLAN AND WATER SHORTAGE RESPONSE PLAN UPDATED SUBMITTED TO THE NC DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES, DIVISION OF WATER RESOURCES

Dave Moreau made a motion to approve the Resolution Approving OWASA's 2012 Local Water Supply Plan Update Submitted to the NC Department of Environment and Natural Resources, Division of Water Resources; second by Steve Dear, and unanimously approved. Please see Motion No. 2 above.

ITEM FIVE: MINUTES

Dave Moreau made a motion to approve the Minutes of the December 11, 2014 Meeting of the Board of Directors; second by Steve Dear, and unanimously approved. Please see Motion No. 3 above.

ITEM SIX: MINUTES

Dave Moreau made a motion to approve the Minutes of the December 11, 2014 Work Session of the Board of Directors; second by Steve Dear, and unanimously approved. Please see Motion No. 4 above.

ITEM SEVEN: MINUTES

Dave Moreau made a motion to approve the Minutes of the January 8, 2015 Work Session of the Board of Directors; second by Steve Dear, and unanimously approved. Please see Motion No. 5 above.

ITEM EIGHT: FINANCIAL REPORT FOR THE SIX MONTH PERIOD ENDED DECEMBER 31, 2014

During discussion about projected Fiscal Year 2015 Capital Improvement Program (CIP) expenditures, the Board asked for clarification about how it will be informed about projects that are added to the CIP program during the year. Staff said the Board will be informed of projects with expected expenditures of at least \$500,000.

ITEM NINE: APPROVAL OF THE CHARTER FOR THE ENERGY MANAGEMENT PLAN

Patrick Davis noted that John Young suggested adding the NC Clean Energy Technology Center as a partner for this project.

Michael Hughes made a motion that the Board of Directors approve the Charter for the Energy Management Plan and the associated Community Engagement Plan, and authorize staff to proceed with this project in accordance with the approach described in the documents; second by Steve Dear, and unanimously approved. Please see Motion No. 6 above.

ITEM TEN: DISCUSSION AND DECISION ON POTENTIAL OBJECTIVES AND TIMETABLE TO CONDUCT A CUSTOMER SURVEY

Dave Moreau made a motion that the Board of Directors direct staff to prepare a draft customer survey for discussion by the Board at a future meeting; second by Quinton Harper, and approved with a vote of eight to one with Terri Buckner opposed because a survey is feedback on the issues important to staff instead of engaging the community on the issues of importance to them. Please see Motion No. 7 above.

ITEM ELEVEN: 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 as follows:

- Staff will schedule a Natural Resources and Technical Systems Committee meeting in March to discuss the Energy Management Plan;
- Staff will work with the UNC Bass Fishing Team to develop a mutually acceptable agreement;
- Staff will provide additional construction budget information regarding the Wastewater Treatment Plant's Hypochlorite Facility Rehabilitation project;
- Staff will prepare a draft customer survey for discussion by the Board at a future meeting;
- February 12, 2015 Work Session items will include:
 - o Draft Community Engagement Plan and Schedule Update for the Long-Range Water Supply Plan;
 - o Lake Recreation including 2014 Annual Report, staff response to Mr. Alan Tom's petition, and staff proposal to Establish Lake Rules and Regulation Enforcement Policy; and
 - o Chemical trials at the Jones Ferry Road Water Treatment Plant to improve water quality and enhance employee safety.

ITEM TWELVE: WORK SESSION

Amy Witsil made a motion that the Board of Directors move into a Work Session to review Board Work Session Format; second by Steve Dear, and unanimously approved. Please see Motion No. 8 above.

The meeting was adjourned at 8:25 PM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Andrea Orbich".

Andrea Orbich
Executive Assistant/Clerk to the Board

Attachments

**RESOLUTION HONORING JOHN W. GREENE, JR.
AND EXPRESSING DEEPEST SYMPATHIES TO HIS FAMILY**

WHEREAS, the life of **JOHN W. GREENE, JR.** upon this Earth ended on January 4, 2015, unexpectedly and without opportunity for those who loved and worked with him, and benefitted from his human kindness and professional service, finally to express to him their affection and respect; and

WHEREAS, the Board of Directors and staff of Orange Water and Sewer Authority (OWASA) desires to recognize and record their sadness at his passing, as well as their high regard for his life in service to this community; and

WHEREAS, John came to work for OWASA as Field Engineer in 1981, after which, during thirty-two years of exemplary service, he worked as Assistant Chief Engineer before becoming the Director of Engineering and Planning in 1991, and in 1998 became the General Manager of Operations until his retirement in 2013; and

WHEREAS, as General Manager of Operations, John bore responsibility for maintaining a daily, continuous supply of water, and wastewater collection and treatment services, to all of the Chapel Hill, Carrboro and University of North Carolina service community, and for ensuring safe and environmentally-sound operation of the community's water, wastewater, and reclaimed water systems; and

WHEREAS, in 2008, the North Carolina American Water Works Association-Water Environment Association (NC AWWA-WEA) named **JOHN W. GREENE, JR.** the recipient of the Raymond E. "Red" Ebert Award for Excellence to recognize his professional career in water and wastewater engineering and management; further, during his career, he served as a Board Trustee of the NC AWWA-WEA, and as a member of the Board of Directors of the Upper Cape Fear River Basin Association, and continued as both student and teacher in the North Carolina Collection and Distribution School and the NC Wastewater Operator's School; and

WHEREAS, through John's leadership, expertise, and dedication to continuous improvement, OWASA has achieved many important accomplishments, including the Partnership for Safe Water's Award for Excellence in Drinking Water Treatment and Directors Award for Distribution System Optimization, the Association of Metropolitan Water Agencies' Platinum Award for Utility Excellence, and many other awards; and

WHEREAS, John was never one to call attention to himself and his accomplishments, and he will be remembered for his many exceptional qualities such as: his sense of duty and dedication to public service, his love for his family and community, his willingness to help others, his ability to remain calm during times of stress, his sense of humor and depth of wisdom, and his practical, common sense; and

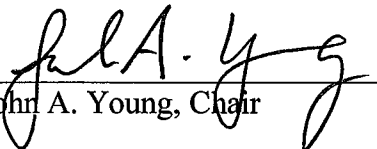
WHEREAS, we remember **JOHN W. GREENE, JR.**'s life and work among us, his unselfish leadership, his decent kindness and his due respect towards all, as his continuing legacy, and

resolve to strive together in like manner, to strengthen this organization, and to serve our community;

NOW, THEREFORE, BE IT RESOLVED:

That the Board of Directors of the Orange Water and Sewer Authority, acting through its Members, John A. Young, Michael M. Hughes, Heather Payne, Terri Buckner, Stephen (Steve) Dear, Quinton Harper, David (Dave) Moreau, Ruchir Vora and Amy Witsil, expresses its gratitude and respect for the life and service of **JOHN W. GREENE, JR.**, and expresses its deepest sympathies to his family upon his passing.

Adopted this 22nd day of January, 2015.


John A. Young, Chair

ATTEST:


Heather Payne, Secretary

**RESOLUTION APPROVING OWASA'S 2012 LOCAL WATER SUPPLY PLAN AND
WATER SHORTAGE RESPONSE PLAN UPDATE SUBMITTED TO THE NC
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES, DIVISION OF
WATER RESOURCES**

WHEREAS, North Carolina General Statute (NCGS) 143-355(1) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a Local Water Supply Plan that must be revised at least once every five years; and,

WHEREAS, 15A NCAC 02E 0.0606 requires each such unit of local government to develop a Water Shortage Response Plan for incorporation into its Local Water Supply Plan; and,

WHEREAS, in March 2013 Orange Water and Sewer Authority (OWASA) staff submitted a draft 2012 Local Water Supply Plan to the Department of Environment and Natural Resources, Division of Water Resources (DWR) in accordance with NCGS 143-355(1); and,

WHEREAS, on November 20, 2014, DWR approved OWASA's 2012 Local Water Supply Plan; and,

WHEREAS, on April 8, 2010 the OWASA Board of Directors adopted a *Long-Range Water Supply Plan, Final Report* (subsequently revised through January 25, 2013) that was developed by OWASA staff and consultants to serve as the Board's principal guide for future water supply policy and investment decisions; and,

WHEREAS, said *Long-Range Water Supply Plan* (as revised through January 25, 2013) is consistent with OWASA's 2012 Local Water Supply Plan originally submitted to DWR in March 2013 (as updated annually through April 2014); and,

WHEREAS, the 2012 Local Water Supply Plan cannot be considered compliant with NCGS 143-355(1) until DWR receives a Resolution of Approval by the OWASA Board of Directors; and

WHEREAS, OWASA submitted and DWR approved OWASA's Water Shortage Response Plan in September 2012; and

WHEREAS, in November 2010, the OWASA Board of Directors approved OWASA's Water Shortage Response Plan; and

WHEREAS, the OWASA Board of Directors adopted a Drought Response Operating Protocol in January 2013 to describe procedures and criteria OWASA will follow for making water supply and demand management decisions; and

WHEREAS, the Drought Response Operating Protocol is consistent with the Water Shortage Response Plan; and

WHEREAS, OWASA would like to update its Water Shortage Response Plan to include the Drought Response Operating Protocol; and

WHEREAS, OWASA desires to update its Water Shortage Response Plan on the same schedule as obtaining a Resolution of Approval for the Local Water Supply Plan by the OWASA Board of Directors and has accordingly updated its Water Shortage Response Plan to include the Drought Response Operating Protocol.

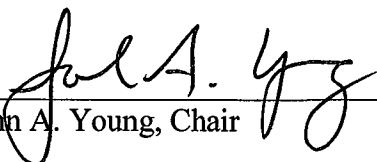
NOW, THEREFORE, BE IT RESOLVED BY THE OWASA BOARD OF DIRECTORS THAT:

1. OWASA's 2012 Local Water Supply Plan as submitted to DWR in March 2013 is hereby approved for the purposes of NCGS 143-355(l) and the OWASA Board intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by DWR, in accordance with the statute and sound planning practice; and,

2. OWASA's Water Shortage Response Plan as updated in January 2015 is hereby approved for the purposes of NCGS 143-355(l) and the OWASA Board of Directors intends that this plan shall be reviewed and revised as needed, which will be at least once every five years; and,


3. Not inconsistent with the requirements of NCGS 143-355(l) and 15A NCAC 02E 0.0600 OWASA's 2010 *Long-Range Water Supply Plan Final Report* (as revised through January 25, 2013) or its update remains the principal guide for future water supply policy and investment decisions of the Orange Water and Sewer Authority.

Adopted this 22nd day of January, 2015.



John A. Young, Chair

ATTEST:



Heather Payne, Secretary