

UNRBA Board of Directors: November 15, 2023 Board Minutes

The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, November 15, 2023 via an in-person and conference call/webinar. Meeting attendees are listed below.

Name	Affiliation
Sig Hutchinson (Chair)	Wake County
Wendy Jacobs (Secretary)	Durham County
Ryan Eaves (Treasurer)	Durham County
Jenn Weaver (V-Chair)	Town of Hillsborough
Carolyn Bachl	City of Raleigh
Jennifer Ganser	Town of Butner
Russ May	Granville County
Georgana Kicinski (virtual)	City of Creedmoor
Michelle Woolfolk (virtual)	City of Durham
Reggie Hicks	City of Durham
Bill McKellar	Town of Butner
Ed Buchan (virtual)	City of Raleigh
Jane Harrison	City of Raleigh
Sandy Wilber (virtual)	City of Durham
Terry Hackett	Town of Hillsborough
Katie Cromwell	Representing Granville and Person Stormwater Utility (Granville Co., Person Co., Stem, Butner, & Creedmoor)
Sally Greene (virtual)	Orange County
Kathy Cooper (virtual)	City of Raleigh
James Bryan (virtual)	Orange County
Anna Smith (virtual)	Cit of Durham
Don O'Toole	City of Durham
Joey Hester (virtual)	NC DWR
Bob Hornick (virtual)	Town of Hillsborough and Town of Stem
Jim Wrenn	Representing SGWASA and SUDA
Dustin Brewer (virtual)	Durham County Soil & Water
Alix Matos	Brown & Caldwell
Forrest Westall	UNRBA
Haywood Phthisic (virtual)	UNRBA

Welcome and Recognition -

The Chair, Sig Hutchinson, called the meeting of the UNRBA Board to order and welcomed all those in attendance and those participating through remote access. The Chair asked if any of the Board Directors have any "conflict of interest" issues with any agenda items, and no conflicts were identified. The Chair called the roll and 10 of 14 members were present for a quorum. The Chair recognized and noted Don O'Toole with the City of Durham, Jenn Weaver with the Town of Hillsborough and Bill McKellar with The Town of Butner do not run for reelection and will be leaving the UNRBA. Sig noted he is completing his last year with the UNRBA.

Action Items -

Approval of Agenda – The Chair asked if there are any additions or deletions to the agenda. Being none, Jenn Weaver made the motion to approve as presented, seconded by Wendy Jacobs, and approved by the Board.

Approval of Minutes, September 20, 2023 Board Meeting – The Chair asked the Board if there were any edits or corrections to the draft minutes provided. Being none, Bill McKellar made the motion to approve the minutes as presented, seconded by Jenn Weaver, and approved by the Board.

Treasurer's Report – Ryan Eaves presented the Treasurer's Report for the period ending October 31, 2023. The checking account balance at the close of the statement was \$486,732.90 and the savings account balance was \$1,200,338.15. Following review of the report, Jenn Weaver made the motion to approve the Treasurer's Report as presented, seconded by Georgana Kicinski, and approved by the Board.

Approval of Meeting Dates for 2024 – The proposed meeting dates for 2024 for the Board and Path Forward Committee were presented for approval. Wendy Jacobs made the motion to approved the dates with June moved to the 12th, seconded by Jenn Weaver, and approved by the Board.

Appointment of the Officer Selection Committee – Terry Hackett, Carolyn Bachl, and Sig Hutchinson were selected to service on the officer selection committee. Bill McKellar made the motion to approve, seconded by Jane Harrison, and approved by the Board.

Appointment of the Personnel Committee – The Chair noted Don O'Toole who has been serving as Chair of this committee has agreed to do so before retiring. Wendy Jacobs, Reggie Hicks, Jenn Weaver, Ryan Eaves, Carolyn Bachl, Jim Wrenn, and Sig Hutchinson have served and agreed to serve this year. A motion was made by Jane Harrison, seconded by Bill McKellar, and approved by the Board. Don noted that all members were welcome to participate when the committee met or submit their comments to him.

Approval for Submittal of Recommendations for a Revised Nutrient Management Strategy – The recommendations for the revised nutrient management strategy is prepared and ready for Board approval and submittal to the Div. of Water Resources. The document includes the UNRBA Concepts and Principles for the Reexamination, the Consensus Principles II, and signed resolutions from all members and participating utilities. Following discussion, Wendy Jacobs made the motion to approve the recommendations and submit to DWR, seconded by Jenn Weaver, and approved by all member present.

Request for Approval to proceed with Update of the UNRBA Technical Website – Forrest reported that the technical website software is ending its service life (support) and requires updating. The current software version is Drupal 7 and will be updated to Drupal 10. River Delta Consulting has provided a not to exceed price of \$20,000 and the UNRBA has close to that amount in unspent funds accumulated over several budget cycles for website improvements. He requested that the Board allow the use of up to \$10,000 additional funds from contingency to assist with the negotiation of a final proposed contract. Following discussion, Jenn Weaver made the motion to authorize the Chair to sign the negotiated agreement with River Delta, seconded by Bill McKellar, and approved by the Board.

Recess from UNRBA Board meeting to convene as Compliance Group Committee (CGC) – Wendy Jacobs made the motion to recess from UNRBA Board meeting, seconded by Bill McKellar, and approved by the Board. The Chair then call the CGC to order.

Approval of FY 2022-23 Summary Report for IAIA Program – The CGC was presented the FY 2022-23 report for the Committee's consideration and approval. The report summarizes the investments in nutrient reductions made by each member as part of the IAIA program. Following discussion, Jenn Weaver made the motion to approve the report, seconded by Wendy Jacobs, and approved by the Committee. The Chair asked

for a motion to adjourn the Compliance Committee. Bill McKellar made the motion to adjourn, seconded by Wendy Jacobs, and approved by the Board.

The Chair called the UNRBA Board meeting back to order.

Informational Items -

FY 2024-25 Budget – Forrest noted to the Board that UNRBA might need to continue funding at a higher level than to reduce from the \$800,000 currently funding for the modeling program.

Modeling and Regulatory Support (MRS) – Alix Matos with Brown and Caldwell reported The final draft watershed modeling report was distributed to the Modeling and Regulatory Support Workgroup (MRSW), Path Forward Committee (PFC), Board of Directors, Division of Water Resources (DWR), subject matter experts, third-party model reviewers, and the UNRBA Technical Stakeholders. Final reviews and comments were requested October 15, 2023. We have received review comments from subject matter experts/third-party model reviewers and DWR on the pre-submittal WARMF Watershed Modeling report. The report is being finalized to respond to these comments for review and consideration of approval at the December 5th meeting by the PFC.

Site-Specific Chlorophyll-a Water Quality Standard – Forrest reminded the Board that work continues to identify opportunities to work with other stakeholders as we begin coordinating, collaborating, and supporting DWR in the rules review process. The UNRBA continues to develop information to support a petition for a site-specific chlorophyll-a standard for Falls Lake and is working with Dr. Marty Lebo to integrate his results into the site-specific standard evaluation, statistical modeling, and regulatory support efforts.

Communications – Forrest reported work continues on various communications outreach such as a 2 page summary of the Concepts and Principles, working to develop a press release on the success of the IAIA program, and develop videos for member distribution.

If anyone would like more detailed information on this meeting please use this link to access the meeting presentation: [UNRBA Meeting Presentation for November 15 2023](#)

The next scheduled Board meeting will be January 17, 2023, at 9:30 A.M face to face, with a remote access option available. With no other business, the meeting was adjourned.