

## UNRBA Board of Directors: *November 20, 2019 Board Minutes*

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The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, November 20, 2019 at the Town of Butner's Town Hall. Meeting attendees are listed below.

Name	Affiliation
Ryan Eaves (Treasurer)	Durham County
Sig Hutchinson (Chair)	Wake County
Jenn Weaver (Secretary)	Town of Hillsborough
Bill McKellar	Town of Butner
Reggie Hicks	City of Durham
Michelle Woolfolk	City of Durham
Barry Baker	Granville County
Kenneth Waldroup	City of Raleigh (call in)
Scott Schroyer	SGWASA
Nena Nowell	City of Creedmoor
Ellen Reckhow	Durham County
Michael Frangos	City of Creedmoor
Jim Wrenn	Representing Granville Co., Person Co., Butner, Creedmoor & SGWASA
Sally Greene	Orange County
Terry Hackett	Town of Hillsborough
Wesley Poole	Orange County
Jay Sauber	Water Quality Consultant
Michael Orbon	Wake County
David Harris	Durham Soil & Water Conservation
Peter Raabe	American Rivers
Lori Oakley	Person County
Jennifer Tavantzis	Representing Granville Co., Person Co., Stem, Butner, & Creedmoor
Katie Cromwell	Representing Granville Co., Person Co., Stem, Butner, & Creedmoor
John Huisman	NC DEQ DWR
Alix Matos	Brown & Caldwell
Emily Bateman	Durham Soil & Water Conservation
Forrest Westall	UNRBA
Haywood Phthisic	UNRBA

### **Welcome and Recognition -**

The Chair, Sig Hutchinson, called the meeting of the UNRBA to order, welcomed all attendees, and asked each attendee to introduce themselves. The Chair asked if any of the Board Directors had any conflict of interest issues with any agenda items and no conflicts were identified. The Chair called the roll and 11 of 13 members were present for a quorum. Sig then asked if there were any revisions to the agenda, and being none, Neena Nowell made the motion to approve the agenda as presented, seconded by Ellen Reckhow, and approved by the Board.

### **Action Items -**

*Approval of Minutes from September 18, 2019 Board Meeting* - The Chair asked the Board if there were any edits or corrections to the draft minutes provided. Being none, Reggie Hicks made the motion to approve the

minutes as presented, seconded by Neena Nowell, and approved by the Board.

*Treasurer's Report* – Ryan Eaves presented the Treasurer's Report for the period ending November 1, 2019. The checking account balance, less invoices in process, is \$219,337.07 and the savings account balance is \$1,110,509.49. Ryan reported all UNRBA funds had been transferred to Civic Federal Credit Union and the accounts are fully functional. Following review of the report, Ellen Reckhow made the motion to approve the Treasurer's Report as presented, seconded by Bill McKellar, and approved by the Board.

*Prospective Budget for Fiscal Year 2020-21* – Forrest presented the prospective budget for FY 2020-21. He noted this budget illustration was prepared using the revenue amount from the current fiscal year and the 2018 raw water intake values so the prospective dues will change slightly with the revised information. Forrest also noted the Personnel Committee has not met and will do so in December. This information is provided for planning purposes to the members.

*Review of the 2018 990 Tax Return for the UNRBA* – Forrest noted the draft 990 tax return was emailed to the Board members and several editorial comments were received (and corrections made). The 990 was submitted to the IRS on November 15, 2019.

*Approval of Amendment #1 of the Modeling & Regulatory Support & Monitoring Contract* – Forrest requested the Board consider an amendment to the Modeling & Regulatory Support for work on the Interim Alternative Implementation Approach (IAIA). The level of effort needed to support the development of the IAIA was not foreseen during the development of the current fiscal year budget. The IAIA would, if approved by the UNRBA, offers, if implemented an alternative to the existing Falls Lake Rules for Stage I Existing Development until the reexamination is completed and a new strategy implemented. This is expected no earlier than 2024. This amendment presented would revise the existing contract with Brown & Caldwell by increasing the budget by \$15,000, with the increase coming from the use of the UNRBA's contingency funds. Following discussion, Barry Baker made the motion to approve the amendment and authorize the Chair to execute the amendment, seconded by Kenneth Waldroup, and approved by the Board.

*Approval of Website Service Agreement* – MFG Consulting, LLC has been providing website support to the UNRBA for several years. Through discussion with Mike Gering, owner of MFG Consulting, LLC, Mike has agreed to continued providing the support. It was noted that there will be an increase in his fees however the current budget is more than sufficient to meet this increase. Following discussion, Ellen Reckhow made the motion to approve the agreement and authorize the chair to execute the agreement, seconded by Kenneth Waldroup, and approved by the Board.

*Appointment of the 2020 UNRBA Officer Nominating Committee* – Forrest reported the annual meeting will be in January and that election of officers for 2020 will take place. Carolyn Bachl with the City of Raleigh, Bill McKellar with the Town of Butner, and Terry Hackett have served on this committee in the past and are willing to continue to serve on this Committee. Following discussion, Ellen Reckhow made the motion to approve those nominees to the committee, seconded by Jenn Weaver, and approved by the Board.

*Approval of the Calendar Year 2020 Meeting Dates* – Forrest presented the Board meeting dates and the Path Forward Committee (PFC) meeting dates for 2020 to the Board for consideration. The Board will have 6 meeting dates in 2020 and the PFC will meet monthly. Following discussion, Bill McKellar made the motion to approve the meeting dates, seconded by Jenn Weaver, and approved by the Board.

*Consideration of Stage I Existing Development Interim Alternative Implementation Approach (IAIA)* - Forrest reported the Path Forward Committee and the IAIA Workgroup have continued to develop an alternative to the current rules for Stage I Existing Development requirements. In previous Board meetings the members were briefed on the intent and progress of the IAIA. Forrest noted the program will be aimed at an investment approach to reducing the nutrient impacts from existing development. The program, if

approved and implemented, would establish an annual commitment of investment in the development of nutrient reduction projects within the watershed. This investment commitment would include both existing commitments and any new funding for projects. The program would offer an expanded list of approved practices, including land preservation, as acceptable practices. Commitments would be on an annual basis, but would include allocations made for multi-year projects (the total project investment would count toward complying with the program. Following discussion, Barry Baker made the motion to proceed with the IAIA development, seconded by Ellen Reckhow, and approved by the Board.

**Informational Items -**

*Development of a UNRBA Decision Framework* – Forrest discussed the work the PFC has undertaken to memorialize the existing framework for making decisions in the UNRBA. Basically, the function and actions of the organization have been reduced to a written document describing how information is developed and evaluated by the UNRBA. The resulting decisions have and continue to represent the Association’s commitment to cooperation and collaboration. This framework document will provide a guidance document for reference on how decisions are made now and in the future. The resulting guidance will embrace the organization’s ongoing commitment to reach consensus on issues whenever possible and to continue the cooperative relationship that has been the character of the UNRBA. The plan is to finalize the framework document, provide a final review by the PFC and submit it for the Board’s review and consideration in January.

*Modeling & Regulatory Support (MRS) Status* – Alix Matos with Brown & Caldwell updated the Board on the work underway in the MRS project. The modeling team is coordinating with the researchers working with the UNC Policy Collaboratory for studying onsite wastewater treatment systems, the modelers distributed baseline land use data for review, and work continues on the hydrologic calibration for the baseline period. The MRS Workgroup will meet in January before the PFC meeting.

*Monitoring Program Update* – Alix reported the transitional monitoring program continues to be discussed and that a recommendation from the PFC is pending.

*Ongoing Discussions with DEQ* – Forrest reported a meeting will be scheduled with DWR to review the 2019 Annual Monitoring Final Report. Additional discussion with DWR includes the following subjects: seeking a site-specific chlorophyll-a standard for Falls Lake; revamping the 303(d) assessment protocol for Falls Lake; seeking support from DEQ for IAIA for implementation; and finalize a memorandum of agreement with DWR related to the agency’s review and consideration of the UNRBA’s Falls Lake reexamination effort.

*Communication Support Status* – Forrest reported the UNRBA Stakeholder Forum will be held February 12, 2020. The target audience is management leadership at the local government level. A “Save the Date” communication will be sent shortly. Materials are also available regarding communication about the UNRBA at: <https://upperneuse.org/>.

The next scheduled Board meeting will be January 15, 2020 at 9:30 a.m. With no other business, the meeting was adjourned.