

UNRBA Board of Directors: November 15, 2017 Board Minutes

The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, November 15, 2017 at the Town of Butner's Town Hall. Meeting attendees are listed below.

Name	Affiliation
Sig Hutchinson (Chair)	Wake County
Lindsay Mize (Vice Chair)	South Granville Water and Sewer Authority
Jimmy Clayton (Treasurer)	Person County
Jenn Weaver (Secretary)	Town of Hillsborough
Tom Davis	Orange County
Michelle Woolfolk	City of Durham
James Bryan	Orange County
Ellen Reckhow	Durham County
Don O'Toole	City of Durham
Terry Hackett	Town of Hillsborough
Carolyn Bachl	City of Raleigh
Jessica Galdwin	Town of Butner
Bill McKellar	Town of Butner
Jim Wrenn	Representing Granville Co., Person Co., Butner, Creedmoor & SGWASA
Sybil Tate	Person County
Sandi Wilber	City of Durham
Reggie Hicks	City of Durham
David Harris	Durham Soil & Water Conservation
Randy Cahoon-Tingle	City of Creedmoor
Owen Roberts	Granville County
John Huisman	NCDEQ DWR
McKenzie Gentry	Durham County
George Matthis	River Guardian Foundation
Jonathan Baker	City of Durham
Jennifer Dean	WakeUp Wake County
Peter Raabe	American Rivers
Scott Miles	Town of Wake Forest
Jennifer Fitts	Representing Granville Co., Person Co., Stem, Butner, & Creedmoor
Katie Cromwell	Representing Granville Co., Person Co., Stem, Butner, & Creedmoor
Alix Matos	Brown & Caldwell
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. He 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 14 members were present for a quorum.

Action Items -

Approval of Minutes from September 20, 2017 Board Meeting - The Chair asked the Board if there were any edits or corrections to the minutes. Being none, Ellen Reckhow made a motion to approve the minutes as presented, seconded by Randy Cahoon - Tingle, and approved by the Board.

Treasurer's Report – Jimmy Clayton presented the Treasurer's Report for the period ending October 24, 2017. The checking account balance less invoices in process is \$737,247.10 and the savings account balance is \$504,770.41 Following discussion Jenn Weaver made the motion to accept the Treasurer's Report as presented, seconded by Randy Cahoon-Tingle, and approved by the Board. Forrest noted that an invoice to Cardno (for the sediment work performed by UNC) is being held because the report for the project has not been completed or submitted to the UNRBA. Efforts are being made to have the report completed so the invoice can be paid. This issue has been discussed with Cardno and they are aware of the reason for the hold on the payment.

FY 2016-17 Audit Report – Mrs. Carleen Evans with Williams, Winston, Creech, Evans, & Co. LLP presented the audit of the UNRBA for Fiscal Year 2016-17. On June 30, 2017 the UNRBA had Total Liabilities and Net Assets of \$700,211. Mrs. Evans noted the audit received an unqualified opinion. The only note was the UNRBA had uninsured funds due to the exceedance of the FDIC limit of \$250,000. Following discussion, Jimmy Clayton made the motion to accept the audit, seconded by Ellen Reckhow, and approved by the Board. There was a short discussion of the need for insurance. Because of the expected cost of this coverage and the general understanding that such insurance isn't typically purchased for similar organizations, no action was taken to consider purchase of additional deposit insurance.

Meeting Schedule for 2018 – The meeting schedule for 2018 was presented to the Board: January, 17th (annual meeting), March 21st, May 16th, June 20th, September 19th, and November 14th. The meeting in January has a conflict so a poll will be done to determine date meeting date. The Board authorized the Executive Director to establish the January meeting date following the poll and to notify the members of the revised date. Following discussion, Bill McKellar made the motion to approve, seconded by Randy Cahoon-Tingle, and approved by the Board.

Officer Nominating Committee – The Chair, Sig Hutchinson, appointed Bill McKellar, Terry Hackett, and Carolyn Bachl to serve as the officer nominating committee to prepare recommendations for the officers for 2018.

Authorization to Issue Communications Support Request for Qualifications (RFQ) – Forrest updated the Board on the status of the Communications Support RFQ and asked the Board for authorization to issue the document. Forrest stated that the schedule and the timeframe for this issuance would be coordinated with the Communications Workgroup so that a recommendation would be brought back to the Board at the January meeting. Following discussion, Randy Cahoon-Tingle made a motion to authorization the Executive Director to proceed with issuance of the RFQ, seconded by Ellen Reckhow, and approved by the Board.

Status Updates -

Algal Turf Scrubber Presentation – Michelle Woolfolk and Jonathon Baker with the city of Durham present an update on the Algal Turf Scrubber (ATS) Pilot Project. They reviewed the basic concept of an ATS, how it functions, and the results of the pilot project. In the calendar year of 2016 the ATS reduced nitrogen by 12% or 0.13 mg/L (in the warm season the ATS performed better with reductions of 23% or 0.27 mg/L). The phosphorous reductions were 32% (0.018 mg/L) for the calendar year (in the warm season reduction improved to 40% or 0.022 mg/L). Suspended solids were reduced by 54% or 16 mg/L. For more information access this link to view the presentation: [Algal Turf Scrubber Presentation](#).

Update on DWR Activities related to UNRBA – John Huisman with NCDEQ – DWR gave an update on the rules review/readoption process and the revised time schedule. John noted that the Division anticipated that the Existing Development Model Program would be presented to the EMC in May 2018, the next draft of the Trading Framework should be available in January, 2018, DWR is having discussion with local governments on Stage I jurisdictional loading, and gave updates on the Nutrient Credits Catalog. For more information use this link to view the presentation: [DWR Presentation](#) .

FY 2018-19 Planning Budget Considerations – Forrest gave the board a preview of the prospective budget for FY 2018-19. The Monitoring/Modeling Program budget is projected to remain at \$800,000, no proposed increase in Executive Director Services contract—pending the Personnel Committee review, the communications support budget was projected to increase to \$40,000 (current budget of \$30,000, but no audit in FY 2019—recommended that the \$10,000 be added to Communications Support), and he recommended that there be an increase of \$3,500 in the web support budget to allow some improvements to the data access/use improvements. These potential revisions, along with the base level of funding, the membership fee schedule was presented at a total budget level of \$1,029,100. Forrest pointed out that final budget decision would need to consider other demands to support the efforts of the UNRBA, including the need for legal support.

Requested Revisions to Session Law 2016-94 and GS 143-214.26– Forrest updated the Board on the proposed revisions to Session Law 2016-94. He noted that the UNRBA’s requested revisions were not approved by both houses of the General Assembly (passed in the Senate but not the House) in the last legislative session and would be put forward again at the next session. Two major point that need to be addressed is the current Stage I Existing Development schedule and the implementation date for Stage II. Coordination of the timeline of the UNRBA’s Reexamination work with the UNC Collaboratory’s schedule is also an important driver in the discussion.

Modeling & Regulatory Support Update – Alix Matos with Brown & Caldwell updated the Board on the work completed including the Year 2 Stakeholder Kickoff Meeting. Approximately 50 participants attended the workshop representing many different organizations. For more information on the Kickoff Meeting click on this link: [Modeling & Regulatory Support Update](#) .

Monitoring Program Update – Alix briefed the Board an update on the Monitoring Program. Monthly sampling is on schedule and preparation of the annual report has begun. By October of 2018 the UNRBA will have completed 4 years of monitoring. No high flow sampling has been done for this fiscal year and work on the sediment study final report continues.

Regulatory Update – Don O’Toole gave a brief update on legislative activity forthcoming in January and the upcoming short session.

Executive Director Report – Forrest followed up on issue with stormwater permits and revisions should be forthcoming. For the list of executive director report items click on this link: [Executive Director Report Items](#)

The next scheduled Board meeting will be in January 2018. The date will be finalized in December as noted above. With no other business, the meeting was adjourned.