

## **UNRBA Board of Directors: January 21, 2015 Board Minutes**

The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, January 21, 2015 at the Town of Butner's Town Hall. Meeting attendees are listed below.

Name	Affiliation
Melissa Hodges	Town of Butner
Bill McKellar	Town of Butner
Gerard Seibert	Town of Stem
Terry Hackett	Town of Hillsborough
Jimmy Minor	City of Creedmoor
Pam Hemminger (Chair)	Orange County
Jimmy Clayton (Treasurer)	Person County
Lindsay Mize (Vice Chair)	South Granville Water and Sewer Authority
Ellen Reckhow	Durham County
Jessica Gladwin	Town of Butner
Ed Mims	Granville County
Melinda Clark	Wake County
Randy Cahoon	City of Creedmoor
Kenneth Waldroup	City of Raleigh
Rick Flowe	City of Creedmoor
Jim Wrenn	Attorney Rep. Granville Co., Person Co., Butner, Creedmoor & SGWASA
Jenn Weaver	Town of Hillsborough
James Bryan	Orange County
Don O'Toole	City of Durham
Sig Hutchinson	Wake County
Cora Cole-McFadden	City of Durham
Tom Davis	Orange County
Craig Deal	N.C. DOT Storm Water Program
Reggie Hicks	City of Durham
Mike Ciriello	Person County
Lauren Elmore	Cardno
Henrietta Locklear	Granville, Person, Creedmoor, Butner, and Stem (Stormwater)
Alix Matos	Cardno-ENTRIX
Renee Green	Town of Stem
Jay Sauber	Sauber Water Consulting
Nancy Wood	Durham County
Forrest Westall	UNRBA Executive Director
Haywood Phthisic	LNBA/NRCA/UNRBA
Donald Long	Long, Inc.
Donald Harris	Durham Soil & Water
John Dodson	City of Durham
Erin Wynia	NCLM
Keith Larick	Farm Bureau
John Huisman	NCDENR DWR NPS
Mark Senior	City of Raleigh
Chad Jemison	Triangle Land Conservancy
George Matthis	River Guardian Foundation
Neena Nowell	Citizen of Creedmoor
Ken Reckhow	Durham County

**Welcome and Recognition -**

Chair Pam Hemminger called the meeting to order and asked attendees to introduce themselves and share relevant information with the group. Pam welcomed Sig Hutchinson from Wake County.

**Approval of Board Meeting Minutes from November 19, 2014 -**

The Board minutes from the November 19, 2014 meeting were presented for approval. A motion was made by Lindsay Mize to approve the minutes as presented, seconded by Jimmy Minor, and approved by the Board.

**Administrative Items -**

*Officer Elections for 2015* – The following were elected to serve as officers for 2015:

Pam Hemminger, Chair: motion by Kenny Waldroup; seconded by Lindsay Mize; and Board approved.  
Lindsay Mize, Vice Chair: motion by Kenny Waldroup; seconded by Bill Mckellar; and Board approved.  
Jimmy Clayton, Treasurer: motion by Ellen Reckhow; seconded by Lindsay Mize; and Board approved.  
Forrest Westall, Secretary: motion by Lindsay Mize: seconded by Kenny Waldroup; and Board approved.  
Haywood Phthisic, Recorder: motion by Lindsay Mize; seconded by Kenny Waldroup; and Board approved .

Erin Wynia, with the N.C. League of Municipalities, gave the Board an update of recent changes with the state legislative body and on future regulatory items that could be action items in the next legislative session.

**Action Items -**

*Personnel Committee Report and Recommendation* – Don O’Toole, Committee Chair, reported the Personnel Committee met on Jan 20<sup>th</sup> to review the Executive Director Services provided to the UNRBA under its contract with McGill Associates. He noted he received comments from 10 members prior to the meeting. All the comments were very positive about the service that was being provided to the UNRBA. The current contract period expires in June, 2015. Don noted that the Committee reviewed the request from the Executive Director for an adjustment in the hourly billing rates for Forrest Westall and Haywood Phthisic. The requested increase represents an overall 6% increase over the rates used from 2012 through the end of this fiscal year (June 30, 2015). The contract allows for a maximum annual adjustment of rates of 5% contingent on Board approval. This is the first request made since the initiation of the current contract in January 2012. On the basis of the results of their assessment of the Executive Director Services, the Committee supported this request and recommended to the Board that the UNRBA to renew the contract with the increase included ( total contract adjusted from \$ 156,000 to \$165,300)and extend the contract by 48 months (4 years). Following discussion by the Board, action on the item was deferred to review the revised contract for action at the March meeting.

*FY 2015-16 Budget Recommendation* – Forrest presented the budget for the upcoming fiscal year with a recommendation of the continuation of the previously supported base funding level of \$800,000 for the Monitoring Program. Currently, on the basis of the recent PFC decisions on special studies, the work underway, the invoices processed, and the ability of the contractor to complete as much work as possible this fiscal year, it is expected that there will be at least \$75,000 that will be carried forward from the current year. As a result, it was recommended that monitoring fees for FY 2016 (July 1, 2015 through June 30, 2016) be set at \$725,000 (an increase of \$ 75,000 over the current FY’s fees, an Executive Director Service Budget as recommended by the personnel Committee\$ 6,000 for other UNRBA items (including insurance, tax preparation and web costs), and the funds necessary to conduct an audit of UNRBA procedures from the contingency fund. Following Board discussion action on this item was deferred until the March meeting.

**Status Reports from Ongoing Projects –**

*Nutrient Credit Development Project (NCDP) Status* – Alix Matos with Cardno gave the Board an update on the work on the NCDP. She reviewed the status of the Trapping Factors Analysis (based on the latest USGS nutrient loading model) and presented maps illustrating the percentage of nitrogen and phosphorous trapped in the watershed. Alix noted that a contract is being developed for the subject matter expert (NCSU's Stormwater Group), the database for credit calculation is being set up, and work to populate the database had begun. Work on the tool selection (consideration of JFLSLAT, WTM, Storm-EZ and Wake County's Hybrid, JFLSLAT/Storm-EZ) is progressing.

*Monitoring Program Contract Amendment* – Lauren Elmore with Cardno gave the Board an update on the Monitoring Program. Sampling of the lake loading and jurisdictional boundaries continues with over 4,000 measurements to date and minor revisions/adjustments have been made to the sampling sites. Discussions continue with EPA and DWR on federal support in collect benthic nutrient flux data from the lake. The WRC (Wildlife Resources Commission) has agreed to collect fish data at an additional station near I-85. Lauren presented graphs of some of the initial data that has been developed and provided printouts of the information in spreadsheet format.

*Existing Development & Agriculture Requirements* – John Huisman with the Division of Water Resources gave an overview of the existing development and agriculture section of the Falls Lake Rules. He reiterated that the Stage I Existing Development rules require nutrient loading (nitrogen and phosphorous) reductions from development that has occurred in the watershed from 2006 to 2012, requiring overall existing development loading to be returned to the 2006 baseline. This effort must be completed by 2020. He also went over the Stage II requirements, 40% nitrogen reduction and a 77% reduction of phosphorous from the baseline year, which must be completed by 2036 for existing development. For agriculture nutrient reductions are from row crops and pasture land and also relates to animal operation threshold. Stage I reductions are 20% nitrogen and 40% phosphorous by 2020 and Stage II reductions are 40% for nitrogen and 77% from phosphorous by 2035. These reductions are accounted for by the Watershed Oversight Committee. It was pointed out that DWR is moving forward with its review of all of the rules, including the Falls Lake Rules.

**Additional Items and Reports:** Forrest reported the Legal Group met to discuss the agricultural credits related to the Falls Lake Rules, the City of Raleigh's Water Supply Reallocation request, and the Rules Review process. Kenny and Lindsay reported the PFC is meeting regularly with full agendas.

**Treasurer's Report** – Jimmy Clayton presented the Treasurer's Report and the current balance in the checking account is \$169,931.94 and \$1,179,706.53 in the savings account as of today.

**Executive Director Report** – Forrest briefly noted the following activities since the August meeting and upcoming work items:

- \* Monitoring Project meetings/Coordination.
- \* Meeting with Bill Hunt, NCSU Stormwater, Credits Subject Matter Expert, Dec. 15.
- \* PFC Meetings, Dec 2 and Jan 6.
- \* WOC meeting, Dec 7.
- \* WRRRI Lunch Forum, Dec 8..
- \* Legal Group Meeting, Jan. 5.
- \* Personnel Committee, Jan 20.
- \* Track DENR/DWR Leadership Changes.

It was noted that the next scheduled Board meeting is March 18, 2015. With no other business the meeting was then adjourned.