

## UNRBA Board of Directors: *June 19, 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, June 19, 2019 at the Town of Butner's Town Hall. Meeting attendees are listed below.

Name	Affiliation
Sig Hutchinson (Chair)	Wake County
Jimmy Clayton (Vice Chair)	Person County
Jenn Weaver (Secretary)	Town of Hillsborough
Terry Hackett	Town of Hillsborough
Reggie Hicks	City of Durham
Carolyn Bachl	City of Raleigh
Barry Baker	Granville County
Del Mims	Citizen from Creedmoor
Nena Nowell	City of Creedmoor
Ellen Reckhow	Durham County
McKenize Gentry	Durham County
Jim Wrenn	Representing Granville Co., Person Co., Butner, Creedmoor & SGWASA
Don O'Toole	City of Durham
Mike Ciriello	Town of Butner
David Harris	Durham Soil & Water Conservation
Jay Sauber	Water Quality Consultant
Dan McLawhorn	City of Raleigh
Peter Raabe	American Rivers
Caroline Watson	American Rivers
Sybil Tate	Person County
Amy Shahar	HDR
Katie Cromwell	Representing Granville Co., Person Co., Stem, Butner, & Creedmoor
James Bryan	Orange County
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. The Chair asked if any of the Board Directors had any conflict of interest issues with any agenda items and no conflicts were identified. Ellen Reckhow noted she was recusing herself from voting on the Brown & Caldwell contract for modeling and monitoring. The Chair called the roll and 9 of 14 members were present for a quorum. Sig then asked if there were any revisions to the agenda. Being none Jimmy Clayton made the motion to approve the agenda as presented, seconded by Ellen Reckhow, and approved by the Board.

### **Action Items -**

*Approval of Minutes from May 15, 2019 Board Meeting* - The Chair asked the Board if there were any edits or corrections to the draft minutes provided. Being none, Ellen Reckhow made the motion to approve the

minutes as presented, seconded by Terry Hackett, and approved by the Board.

*Treasurer's Report* – In Ryan Eaves' absence, Haywood Phthisic presented the Treasurer's Report for the period ending May 22, 2019. The checking account balance less invoices in process is \$159,938.08 and the savings account balance is \$508,368.40. Neena Nowell made the motion to approve the Treasurer's Report as presented, seconded by Jimmy Clayton, and approved by the Board. Haywood updated the Board on replacing the Local Government Federal Credit Union as the UNRBA's banking resource. He stated that the Civic Federal Credit Union appeared to be a good replacement, noting that there was more review planned. He also noted that the Board had authorized the Executive Committee, with input from Haywood and the Executive Director, to make the decision on designating an appropriate replacement banking resource.

*Brown & Caldwell Modeling & Regulatory Support/Monitoring Contract for FY 2020 (July 1, 2019 to June 30, 2020)* – Forrest presented the above contract for the Board consideration for FY 2020. The contract amount is \$755,000 (not to exceed) for the Modeling and Regulatory Support/Transitional Monitoring. The contract as presented requires the allocation of an additional \$15,000 to Brown and Caldwell and \$5,430 to HDR for a total of \$20,430 from the UNRBA fund balance. This revision is necessary due to a scope revision recommended by the PFC. This revision would provide support from Brown and Caldwell and HDR in the development of a Decision Framework. Following discussion, Barry Baker made the motion to approve the allocation of \$20,430 from the fund balance to be used for Brown & Caldwell and HDR contracts, seconded by Jimmy Clayton, and approved by the Board. Forrest then recommended the approval of the Brown & Caldwell contract and Carolyn Bachl made the motion to approve the contract authorizing Sig Hutchinson to execute the agreement, seconded by Jimmy Clayton, and approved by the Board.

*HDR Contract Amendment* – Forrest presented an amendment to the HDR contract for the \$5,430 needed for HDR to support the process of development of a Decision Framework to help guide the UNRBA's reexamination effort. Forrest recommended approval of this amendment with \$5,430 appropriate from fund balance for this task and authorization from the Board to complete the negotiations with HDR and authorize Sig to execute the agreement. Following discussion, Mike Ciriello made the motion as requested, seconded by Nena Nowell, and approved by the Board.

*Executive Director Services Contract* – Forrest presented the executive director's service contract for FY 2020 for the Board's consideration. The amount of the contract is \$195,430.00 with an extension through FY 2023. The Board had previously approved this contract amount and contract term at the March 2019 Meeting. Following discussion, Ellen Reckhow made the motion to approve the contract and authorize Sig to execute the agreement, seconded by Jenn Weaver, and approved by the Board.

*Sauber Water Quality Consulting Contract* – Forest reviewed this agreement and asked the Board to renew the contract for Jay's services in the Modeling & Monitoring Program. The amount of the contract is \$45,000.00 for FY 2020. Following discussion, Ellen Reckhow made the motion to approve the agreement authorizing Sig to execute the agreement, seconded by Jenn Weaver, and approved by the Board.

*Phthisic Consulting, Inc. Contract* – Forrest reviewed this agreement and asked the Board to renew this contract for Haywood's services in the Modeling and Monitoring Program. The amount of the contract is \$15,000.00 for FY 2020. Following discussion, Ellen Reckhow made the motion to approve the agreement authorizing Sig to execute the agreement, seconded by Jenn Weaver, and approved by the Board.

*MFG Consulting, LLC* – Forrest reviewed the contract for website services with Mike Gering. This agreement is for 6 months because Mike will end his website services business. This agreement is for \$1,250 for the period and Forrest recommended approval. Following discussion, Ellen Reckhow made the motion to approve the agreement and authorizing Sig to execute it, seconded by Jimmy Clayton, and approved by the Board.

**Information Items -**

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*Modeling and Regulatory Support (MRS) and Transitional Monitoring Updates* – Alix Matos with Brown & Caldwell updated the Board on the tasks set forth in the FY 2020 budget for modeling and regulatory support (MRS) effort and the transitional monitoring program. For an itemized list of the MRS work tasks please reference the [June 19 2019 Meeting Presentation](#)

The comprehensive monitoring report for the 51 months of the monitoring program has been completed and is available on the UNRBA website [UNRBA Final Monitoring Report](#)

*Ongoing Discussions with DEQ* – Forrest updated the Board on the ongoing discussions with Department of Environmental Quality and Division of Water Resources. The items to be discussed are; 303(d) evaluations of Falls Lake, further discussion on a memorandum of agreement with DWR as related to the Falls Lake reexamination, nutrient credit for land conservation, and revision to the chlorophyll-a standard.

*Collaboratory Coordination* – Forrest reported to the Board on discussions and coordination with the Collaboratory. These discussions center on the data collection, studies, and development of improved modeling tools the UNRBA are doing to support the Reexamination and the work planned by the Collaboratory to support their review of the Falls Lake Nutrient Management Strategy. The Executive Director and the technical support contractors met with the Collaboratory on May 16<sup>th</sup>. The Collaboratory will be performing studies on Falls Lake and making its final report no later than December 31, 2023. The UNRBA's Reexamination of the Falls Lake Rules and management strategy is scheduled to be completed by the middle of 2023.

*Optional Implementation Approach* – Forrest reported the PFC supports the continue evaluation of this concept and indicated that additional discussion will be conducted with reporting to the Board.

*Communication Support Status* – Amy Shahar with HDR, Inc. updated the Board on work on the Communications Program. She noted a graphic timeline has been developed and is in review. For more details please refer to the Meeting Presentation. To review the new website click on this link: <https://upperneuse.org/>. Forrest requested input from the Board and asked for any written comments to be submitted to him. After any comments are addressed, the timeline would be finalized and posted to the website.

It was noted that the next scheduled Board meeting will be September 18, 2019. With no other business, the meeting was adjourned.