

UNRBA Board of Directors: February 22, 2018 Board Minutes

The Upper Neuse River Basin Association (UNRBA) Board of Directors met at 10:00 a.m. on Thursday, February 22, 2018 for a Special Teleconference Meeting. 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
Reginald Hicks	City of Durham
Randy Cahoon-Tingle	City of Creedmoor
Ellen Reckhow	Durham County
Don O'Toole	City of Durham
Terry Hackett	Town of Hillsborough
Kenny Waldroup	City of Raleigh
Melissa Hodges	Town of Butner
Jim Wrenn	Representing Granville Co., Person Co., Butner, Creedmoor & SGWASA
Barry Baker	Granville County
Earl McKee	Orange County
Renee Price	Orange County
Katie Cromwell	Representing Granville Co., Person Co., Stem, Butner, & Creedmoor
Jenn Fitts	Representing Granville Co., Person Co., Stem, Butner, & Creedmoor
Forrest Westall	UNRBA
Haywood Phthisic	UNRBA

Welcome and Recognition -

The Chair, Sig Hutchinson, called the meeting of the UNRBA to order and welcomed all attendees. The Chair called the roll and 11 of 14 members were present for a quorum. He asked if any of the Board Directors had any conflict of interest issues with any agenda items and no conflicts were identified.

Action Items -

Communications Support Workgroup Recommendation - The Chair asked Forrest Westall to review the Communications Support recommendation to the Board. Forrest began by noting the process time line for the Request for Qualifications (RFQ) and that three (3) responses to the RFQ were received. North Star Marketing and the engineering firm, HDR, were selected to be interviewed by the Communications Support Workgroup. The workgroup, after discussion, recommended the firm of HDR for the Board's consideration as the service provider for the Communication Support program. Following discussion by the Board members, Forrest made a recommendation to the Board to approve HDR as the service provider for the communication project and to authorize Forrest to negotiate a contract to bring back to the Board in March. Kenny Waldroup made the motion to approve HDR as the service and authorize Forrest to negotiate the contract (in consultation with the workgroup) to bring back to the Board in March, seconded by Ellen Reckhow, and approved by roll call vote by the Board (unanimous vote for approving).

The next scheduled Board meeting will be in March 21, 2018. With no other business, the meeting was adjourned.