

## UNRBA Board of Directors: May 18, 2016 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, May 18, 2016 at the Town of Butner's Town Hall. Meeting attendees are listed below.

Name	Affiliation
Pam Hemminger (Chair)	Orange County
Lindsay Mize (Vice Chair)	South Granville Water and Sewer Authority
Jillian Johnson	City of Durham
Terry Hackett	Town of Hillsborough
Carolyn Bachl	City of Raleigh
Ed Mims	Granville County
Randy Cahoon	City of Creedmoor
Dan McLawhorn	City of Raleigh
Jim Wrenn	Attorney Rep. Granville Co., Person Co., Butner, Creedmoor & SGWASA
James Bryan	Orange
Tom Davis	Orange County
Michelle Woolfolk	City of Durham
Jennifer Fitts	Granville, Person, Butner, & Creedmoor
Don O'Toole	City of Durham
Jenn Weaver	Town of Hillsborough
Ellen Reckhow	Durham County
Sybil Tate	Person County
Gerard Seibert	Town of Stem
Ryan Eaves	Durham County
Reggie Hicks	City of Durham
Melinda Clark	Wake County
Sig Hutchinson (Secretary)	Wake County
Henrietta Locklear	Granville, Person, Butner, & Creedmoor
Alix Matos	Cardno
Anne Coan	N.C. Farm Bureau Fed.
Jennifer Lenart	Conservation Fund
Nancy Wood	Durham County
Jessica Galdwin	Town of Butner
Earl McGee	Orange County
Peter Rabbe	American River
Chris Brown	City of Durham
Anne Marie Tosco	Orange County
Jennifer Deans	WakeUp Wake County
Del Mims	City of Creedmoor
Doug Durbin	Cardno
Forrest Westall	UNRBA Executive Director

### Welcome and Recognition -

The Chair, Pam Hemminger, called the meeting of the UNRBA to order, welcomed all attendees, and asked each attendee to introduce themselves.

**Administrative Items -**

The Board minutes from the March 16, 2016 meeting were presented for approval. A motion was made by Sig Hutchinson to approve the minutes as presented, seconded by Ed Mims, and approved by the Board.

**Legislative Update -**

Forrest gave the Board an update on legislative activities during this session (report prepared by Sarah Collins with the League of Municipalities). Forrest reviewed environmental bills that are of interest: HB 965, Aquatic Weed Control Clarification; HB 996, DEQ Study if Riparian Buffer for Intermittent Stream; and HB 1006 DEQ Study Nutrient Management Strategies. For more information contained in the report go to the UNRBA website: [NC LoM Legislative Report](#) .

**Status Updates and Action Items -**

*Request for Qualifications for Modeling and Regulatory Support* - Michelle Woolfolk reported to the Board that the Modeling and Regulatory Support RFQ release resulted in the submittal of one response from Cardno, Inc. Following review of their response, the RFQ Workgroup met with the Cardno team on May 12<sup>th</sup> to discuss their submittal and address issues identified by the Workgroup's review. Cardno provided information relative to the workgroup's review comments and the Workgroup asked Cardno to specifically address these issues during the scheduled interview. On Monday, May 16<sup>th</sup>, the PFC interviewed Cardno at a meeting in Butner Town Hall. Following the interview, the PFC, in a separate, member only session, discussed the results of the interview and the observations of member representatives that participated. The PFC recommended that to the UNRBA select Cardno for the Modeling and Regulatory Support Contract. After Michelle presented this summary and following Board discussion, Ed Mims made the motion to approve the selection of Cardno Inc. for the Modeling and Regulatory Support work and to authorize the Executive Director and the PFC to begin negotiating a contract for FY 2017, the motion was seconded by Del Mims, and approved by a roll call vote by the Board (all members present voted "yes" to approve the motion).

*Contract Amendments for Monitoring Program Support* – Forrest reported to the Board that adjustments are needed related to the contracts with the Sauber Water Quality Consulting (SWQC) and Phthisic Consulting, Inc. (PCI). Due to increased demand for support from SWQC this fiscal year, an increase in this contract of \$4,840.00 was recommended. Forrest stated that \$2,500.00 would come from a reduction in the PCI contract (unspent funds) and \$2,340.00 allocated from unspent funds from the FY 2015 SWQC contract. Both Haywood and Jay Sauber were in support of these changes. Following discussion, Ellen Reckhow made a motion to approve the requested amendments and authorize the Chair to execute the two contract amendments, the motion was seconded by Lindsay Mize, and approved by the Board.

*Monitoring Program Update* – Doug Durbin reported the FY 2016 Annual Report of the Monitoring Program has been completed. Doug reviewed the highlights and key areas of interest in the report. Doug noted that there are more than 14,000 water quality observations summarized in the report from 38 stations in the watershed, including DWR data from 12 stations in the lake and data collected by the City of Durham. The report is posted on the UNRBA website: [UNRBA Monitoring Program 2015 Annual Report](#) .

*Nutrient Credit Scope of Work and Project Status* – Alix Matos with Cardno updated the Board on progress achieved in developing the nutrient credits. Two of the Task I nutrient credit packages will be released to DWR soon so they can proceed with the 30 day public comment period with final Division approval possible in perhaps July. Task 2, watershed accounting tool development, is currently on hold until the second half of 2016 to allow for more clarity on the DWR reporting requirements under the rules.

Forrest reported DWR has agreed to support the credit project with a \$20,000 205j grant. The grant requires several documents to be executed and submitted in order to receive the funds. Forrest requested that the Board authorize the Chair sign those documents. Following Board discussion Ed Mims made a motion to

authorize the Chair to execute the documents necessary to receive the grant, the motion was seconded by Sig Hutchinson, and approved by the Board.

**Treasurer's Report** – Haywood presented the Treasurer's Report noting that the current balance in the checking account is \$40,606.32 and \$652,823.37 in savings.

**Executive Director Report** – Forrest briefly noted the following activities and items:

- \* Modeling RFQ Process.
- \* Wake County Planning Letter.
- \* UNRBA Policy Documents/Audit Process.
- \* Comments on NCDEQ's draft 303E(d) List process.
- \* Status of Rules Review, Falls Lake Rules.
- \* Upcoming One-Water Summit in Atlanta.
- \* Annual fees will be mailed on or shortly after July 1<sup>st</sup> .
- \* FY 2017 Monitoring Program Contract.
- \* Modeling and Regulatory Support Contract.
- \* EMC WQC meeting and EMC meeting, May 11 & 12.

The next scheduled Board meeting is June 15, 2016, 9:30 to 12 at Butner Town Hall.

With no other business, the meeting was then adjourned.