

UNRBA Board of Directors: *May 20, 2015 Board Minutes*

The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, May 20, 2015 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
Jimmy Clayton (Treasurer)	Person County
Terry Hackett	Town of Hillsborough
Carolyn Bachl	City of Raleigh
Gerard Seibert	Town of Stem
Nancy Wood	Durham County
Reggie Hicks	City of Durham
Ed Mims	Granville County
Jessica Gladwin	Town of Butner
Barry Baker	Granville County
Melinda Clark	Wake County
Randy Cahoon	City of Creedmoor
Dan McLawhorn	City of Raleigh
Rick Flowe	City of Creedmoor
Jim Wrenn	Attorney Rep. Granville Co., Person Co., Butner, Creedmoor & SGWASA
Scott Miles	Town of Wake Forest
Anne Marie Tosco	Orange County
Ryan Eaves	Durham County
Jimmy Minor	City of Creedmoor
Michelle Woolfolk	City of Durham
Chris Roberts	Durham County
Bill McKellar	Citizen of Creedmoor
Tom Davis	Orange County
Donald Long	Long, Inc.
David Harris	Durham County Soil & Water
Cora Cole-McFadden	City of Durham
Melissa Hodge	Town of Butner
Mark Senior	City of Raleigh
Kenneth Waldroup	City of Raleigh
Sybil Tate	Person County
Mike Ciriello	Person County
Leigh Ann Hammerbacher	City of Raleigh
Craig Deal	NCDOT Stormwater
Carrigan Chastain	WakeUp Wake County
Jennifer Dean	WakeUp Wake County
Anne Coan	NC Farm Bureau
Alix Matos	Cardno
Doug Durbin	Cardno
Jay Sauber	Water Quality Consultant
Forrest Westall	UNRBA Executive Director
Haywood Phthisic	LNBA/NRCA/UNRBA

Welcome and Recognition -

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

Administrative Items -

The Board minutes from the March 18, 2015 meeting were presented for approval. A motion was made by Kenny Waldroup to approve the minutes, seconded by Lindsay Mize, and approved by the Board.

Status Updates and Action Items -

Executive Director Services Contract – The new contract has been finalized and goes into effect July 1, 2015.

FY 2015-16 Budget Dues and Fees – Forrest reminded the Board the invoices for membership dues and monitoring fees will be mailed to each member on or after July 1, 2015.

Audit Update – Forrest updated the Board on the status of the audit noting correspondence has been received from Angie Banask with McMillan, Pate & Company to provide guidance for the audit committee in order to prepare a review of the UNRBA for FY 2014-15. Forrest noted contingency funds in the amount of \$4,000.00 were approved by the Board at a previous meeting. The Board previously decided that this audit would be conducted using an internal Board Committee, the Executive Director and assistance from McMillan, Pate & Company. The Audit Committee was established previously and consists of Pam Hemminger, Jimmy Clayton and Ellen Reckhow. Forrest has asked the company to submit a proposal and agreement for providing these support services.

Subject Matter Expert for Nutrient Credit Development Project (NCDP) – The contract for the Subject Matter Expert for the Nutrient Credit Development Project has been executed and work has begun.

Subject Matter Expert for Monitoring Program – The contract with Sauber Water Quality Consulting for this fiscal year provides for an increase from \$15,000.00 to \$20,000.00 if required. As of the April invoicing, the amount invoiced by Sauber WQ Consulting had reached that threshold and Forrest recommended to the Board the approval of the \$5,000.00 extension to finish the work necessary for the monitoring program for FY 15 (June 30, 2015). A motion was made by Jimmy Minor for the Chair to authorize the increase in the contract, seconded by Cora Cole-McFadden, and approved by the Board.

Status Reports from Ongoing Projects –

Nutrient Credit Development Project (NCDP) Status – Alix Matos with Cardno gave the Board an update of the work on the NCDP. She reviewed Task 1, Credit Development for Priority Measures noting that they were working with the Subject Matter Expert (SME), Bill Hunt's Stormwater Group at NCSU (as noted, the SME contract had been executed and is in place). There will be three batches of measures, a total of ten, that the SME will review from now to the fall and there could be additional work on the second tier of five BMPs should funds become available through reduced costs to process the ten practices in the three batches. The SME will review and provide feedback on each practice. The draft practices will then be submitted to the PFC, DWR, and the Nutrient Scientific Advisory Board (NSAB) for comment. After these steps are completed, recommended credits will be submitted to DWR and they will proceed with a formal review process. It is anticipated that submittal to DWR will come in late 2015. Task 2 includes the development of a tool to track nutrient reduction measures by sub-basin. The PFC has been proceeding through a tool selection process and a final decision on the Scope of Work to complete this work will be made at the June 20nd PFC meeting.

Monitoring Program Update – Forrest updated the Board on the recent personnel changes with Cardno with respect to the UNRBA monitoring program. Lauren Elmore has taken personal leave and Doug Durbin has

assumed the project management of the monitoring program. Doug has extensive experience in leading monitoring programs and ecological studies. Alix Matos has also assumed additional management duties to help carry out this program. The original Monitoring Program RFQ Committee (Kenny, Michelle, and Lindsay) along with Forrest, Jay, and Haywood met with Cardno prior to this Board meeting to review the recent changes in the program and the PFC discussed at its May 15th meeting.

Doug reported on the following Monitoring Program tasks:

- * The completion of the 2014 Annual Report of the monitoring program (noting that the first report is on 5 months of data beginning with August 2014);
- * Bottom Sediments Study: On May 7th Cardno staff went with Dr. Mark Alperin, UNC (contractor on the study), to Falls Lake to do several preliminary bottom core samples. Study core samples will be taken in June and a report expected from Dr. Alperin this fall;
- * A laboratory audit was performed in April at Environment I's (EI) facility in Greenville, N.C. It was noted EI was following DWR's requirements, Cardno has requested EI to implement additional quality assurance parameter to ensure data validity, and to provide data more timely.
- * Collection of samples during a storm event occurred in April with consecutive events happening on April 19-20th and 21st.
- * The monitoring program work plan for FY 2015-16 restructuring phases and task to streamline project management. Routine monitoring cost components will be \$575,000 and special studies approximately \$250,000.

Forrest briefed the Board on expected monitoring program "carry forward" funds. There will be special projects work authorized for the current FY (2015) that will not be completed by June 30. The funding for these projects will be considered "encumbered carry forward" and will not be included as the FY 2016 budget (the cost of these projects will be paid out of FY 2015 moneys "carried forward"). As authorized by the Board, the FY 2015 Monitoring Program will retain "at least" \$ 75,000 in "unencumbered carry forward" to help fund the FY 2016 budget of \$ 800,000 (the remaining \$ 725,000 will come from member Monitoring Fees for FY 2016—new revenue). There are also "unencumbered carry forward" funds from FY 2014 that will be available for work in FY 2016. There also may be "unencumbered carry forward" funds in excess of the required \$ 75,000. As a result, there could be additional special projects funds available for work in FY 2016 beyond the baseline budget of \$ 800,000.

Falls Lake Chlorophyll Insight – Jay Sauber made a presentation to the Board to provide some insight on the Falls Lake data available for "use support" determinations that will be made by DWR for the agency's 2016 Integrated Report. Chlorophyll a results for the period 2010 – 2014 will be used for this assessment and includes 541 data points. Based on several factors that are known today (but subject to change) Jay illustrated which lake segments may be listed by DWR as impaired in 2016.

Additional Items and Reports:

Forrest gave a brief legislative action review, reporting that HB 630 (study of the use of Solarbees in Falls Lake and a directive to DENR to consult EPA) passed the House but has not yet passed the Senate—it is in committee. HB 760 which includes revisions to buffer requirements is pending and he referred the Board to the report provided by the League of Municipalities and their online publication, EcoLink. An email was sent to Board members to see who was interested in touring some of the monitoring sites. The tour will occur in June.

Treasurer's Report – Jimmy Clayton presented the Treasurer's Report and the current balance in the checking account is \$ 83,047.61 and \$ 880,646.82 in the savings account as of today.

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

- * Monitoring Project meeting with Cardno.
- * DENR's Stakeholder Process for Rules Review.

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- * PFC Meetings, April 8 and May 15.
- * NC Lake Management Workshop April 28th .
- * NCWQA Meeting, May 28.
- * NC Nutrient Criteria Development Plan, Formation of the SAC (Scientific Advisory Council), SAC meeting held May 6 and status of Criteria Implementation Committee.
- * NSAB Meeting May 1st .
- * City of Raleigh's WQ Pool Reallocation Modeling Review, May 15, PFC meeting.
- * League Regulatory Action Committee Meeting with DENR Sec. van der Vaart, March 30th .
- * Upcoming Key Monitoring Decisions for FY 2016

The next scheduled Board meeting is June 17, 2015, 9:30 to 12 at Butner Town Hall.

With no other business the meeting was then adjourned.