

UNRBA Board of Directors: ~~Draft~~ June 15, 2016 Board Minutes

The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, June 15, 2016 at the Town of Butner's Town Hall. Meeting attendees are listed below.

Name	Affiliation
Lindsay Mize (Vice Chair)	South Granville Water and Sewer Authority
Jim Wrenn	Attorney Rep. Granville Co., Person Co., Butner, Creedmoor & SGWASA
Jillian Johnson	City of Durham
Jenn Weaver	Town of Hillsborough
Carolyn Bachl	City of Raleigh
Ed Mims	Granville County
Randy Cahoon	City of Creedmoor
Kenney Waldroup	City of Raleigh
Jimmy Clayton (Treasurer)	Person County
Barry Baker	Granville County
Tom Davis	Orange County
Michelle Woolfolk	City of Durham
Katie Cromwell	Granville, Person, Butner, & Creedmoor
Don O'Toole	City of Durham
Melissa Hodges	Town of Butner
Doug Durbin	Cardno
Sybil Tate	Person County
Gerard Seibert	Town of Stem
Michael Orban	Wake County
Reggie Hicks	City of Durham
Sydney Miller	City of Durham
Sig Hutchinson (Secretary)	Wake County
Ernie Anderson	City of Creedmoor
Alix Matos	Cardno
Vanessa Waller	American Rivers
Ellis Johnson II	Person County
Nancy Wood	Durham County
Kaitlyn Fudge	Visitor
Del Mims	City of Creedmoor
Peter Rabbe	American River
Jay Sauber	Water Quality Consultant
Forrest Westall	UNRBA Executive Director
Haywood Phthisic	UNRBA, LNBA, & NRCA

Welcome and Recognition -

The Vice Chair, Lindsay Mize, 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 May 18, 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. Lindsay requested (in the Chair's absence, today and in the future) that the Board grant him the authority to execute any documents approved by the Board that the Chair would normally be granted authority to perform. A motion was made by Kenny Waldroup authorizing the Vice Chair to execute any documents in the Chair's absence, seconded by Jenn Weaver, and approved by the Board.

Status Updates and Action Items -

Request for Monitoring Contract and Scope of Work Request for Approval – Doug Durbin with Cardno presented the FY 2016 – 17 proposed monitoring contract and scope of work. Routine monitoring will remain the same with the exception of reducing lake loading sites to once per month (those funds will go to support the start-up of the modeling program). Total organic carbon testing will be reduced to quarterly sampling (from monthly) also. The total amount of the Cardno contract for FY 2016-17 is \$690,527.00 with \$170,000 allocated for Special Studies. The \$690,527.00 for the FY 2016-17 Monitoring Program includes \$20,000 that will be carried forward from FY 2015-16 monitoring budget. This total available funding for the upcoming FY is \$800,000 in member dues for the monitoring program and the \$20,000 carry forward. The Cardno budget and the monitoring support contracts (discussed below), leaves just under \$90,000 for the Modeling and Regulatory Support contract to be approved in September. Following discussion by the Board Jimmy Clayton made the motion to approve the monitoring program contract as presented, seconded by Ed Mims, and approved by the Board.

Contract Executive Director Contract – Lindsay presented the Executive Director Services Contract for the Board's consideration. He noted the Board previously approved the increases in the contract amount. The contract is in the amount of \$172,800. Kenny Waldroup made a motion to approve the contract as presented and authorize execution of the contract, seconded by Sig Hutchinson, and approved by the Board.

Support Contracts – Forrest presented three contracts for renewal for support services to the UNRBA. Sauber Water Quality Consulting for support of the UNRBA's Monitoring Program in the amount of \$30,000.00 (this amount is an increase of \$ 10,000 per year from the previous contract); and Phthisic Consulting Inc. for support of the Monitoring Program in the amount of \$10,000.00. Ed Mims made the motion to approve the contract and authorizing the execution of those documents, seconded by Kenny Waldroup, and approved by the Board.

Forrest requested continuing the contract with MFG Consulting, LLC for website support. The contract amount is \$2,500.00. Kenny Waldroup made the motion to approve and execute the contract, seconded by Del Mims, and approved by the Board.

Nutrient Credit Scope of Work and Project Status – Alix Matos with Cardno updated the Board on progress achieved in developing the nutrient credits. Bioretention and level spreader filter strip design variants documents will be sent to DWR in July. Infiltration devices and soil improvements with previous area are nearing completion and should be sent to DWR in late July or August. Work on the remaining practices is continuing: Livestock exclusion, land conservation, buffer restoration, and elimination of illegal discharges. 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.

Legislative Update -

Forrest gave the Board an update on legislative activities during this session (report prepared by Sarah Collins with the NC League of Municipalities). For more information contained in the report go to the UNRBA website: [NC LoM Legislative Update](#).

Treasurer's Report – Haywood presented the Treasurer's Report noting that the current balance in the

checking account is \$40,615.10 and \$652,951.65 in savings. Invoices for membership fees will be mailed on or after July 1, 2016.

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

- * Follow-up with DWR on 303(d) process.
- * UNRBA Policy Documents/Audit Process.
- * Legislative action and the Rules Review Process.
- * One Water Summit in Atlanta June 7th thur 10th .
- * Annual fees will be mailed on or shortly after July 1st .
- * Modeling and Regulatory Support Contract.
- * EMC WQC meeting and EMC meeting, July 13 & 14.

The next scheduled Board meeting is September 21, 2016, 9:30 to 12 at Butner Town Hall.

With no other business, the meeting was then adjourned.