

## UNRBA Board of Directors: *August 20, 2014 Board Minutes*

The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, August 20, 2014 at the Town of Butner's Town Hall. Meeting attendees are listed below.

Name	Affiliation
Scott Miles	Town of Wake Forest
Mike Ciriello	Person County
Gerard Seibert	Town of Stem
Terry Hackett	Town of Hillsborough
Kenneth Waldroup	City Of Raleigh
Pam Hemminger (Chair)	Orange County
Jimmy Clayton (Treasurer)	Person County
Lindsay Mize (Vice Chair)	South Granville Water and Sewer Authority
Dan McLawhorn	City of Raleigh
Tommy Marrow	Town of Butner
Ed Mims	Granville County
Melinda Clark	Wake County
Randy Cahoon	City of Creedmoor
Ellen Reckhow	Durham County
Rick Flowe	City of Creedmoor
Jim Wrenn	Attorney Rep. Granville Co., Person Co., Butner, Creedmoor & SGWASA
Cora Cole-McFadden	City of Durham
Steve Kroeger	NCDENR DWR
Don O'Toole	City of Durham
Tom Lane	Town of Butner
Michelle Woolfolk	City of Durham
Tom Davis	Orange County
Reginald Hicks	City of Durham
Barry Baker	Granville County
James Bryan	Orange County
Lauren Elmore	Cardno- ENTRIX
Jennifer Fitts	Granville, Person, Creedmoor, Butner, and Stem (Stormwater)
Alix Matos	Cardno-ENTRIX
Anne Coan	NC Farm Bureau Federation
Jay Sauber	Sauber Water Consulting
Nancy Wood	Durham County
Forrest Westall	UNRBA Executive Director
Haywood Phthisic	LNBA/NRCA/UNRBA

### Welcome and Recognition -

Chair Pam Hemminger called the meeting to order and asked attendees to introduce themselves and share relevant information with the group. The Board minutes from the May 21, 2014 meeting were presented for approval. A motion was made by Lindsay Mize to approve the minutes as presented, seconded by Cora Cole-McFadden, and approved by the Board.

**Administrative Items and Update** – The “second alternates” as designated by each member have been updated. Forrest reminded the Board members the bylaws require a second alternate and to please notify him when the jurisdiction makes that appointment so the UNRBA records can be updated. Forrest also noted the 990 Tax Return for the UNRBA is being prepared and would be distributed via email for the Board’s review and comment.

**Action Items -**

Forrest reviewed the existing contracts with MFG, LLC (website support), PCi (monitoring program support), and Sauber Water Consulting noting they expired June 30, 2014. These support contracts were approved in the FY 2014-15 budget. Forrest requested authorization to allow the Chair to execute the contracts. A motion was made Lindsay Mize to accept the recommendation, seconded by Rick Flowe, and approved by the Board.

Forrest then reviewed the Scope of Work for the Monitoring Contract Amendment with Cardno-ENTRIX to continue development, implementation, and support of the UNRBA’s monitoring program. The FY 2015 Monitoring Program and Scope of Work include:

- \* Review by the Path Forward Committee
- \* Includes provisions for core monitoring to begin immediately.
- \* Provides contingency funding for additional lake monitoring pending DWR request for assistance.
- \* Provides for a review process by the PFC and written verification for additional tasks.

Following discussion by the Board, a motion was made by Rick Flowe by authorize the Chair to execute the contract amendment, seconded by Lindsay Mize, and approved by roll call vote (all present voting “yes”).

**Ongoing Projects –**

Monitoring Development Project – Lauren Elmore presented an update to the Board on the ongoing work on the Monitoring Program. Approvals were received on the Monitoring program from DWR (Monitoring Plan, July 16<sup>th</sup> and Quality Assurance Project Plan, July 30<sup>th</sup>). Environment I, contract laboratory service provider to Cardno, will begin sampling in August (upon execution of the contract amendment). A meeting is scheduled with DWR to discuss DWR’s assistance in collecting additional lake samples.

Nutrient Credits Development Project – Alix Matos updated the Board on the status of the nutrient credit project. A technical memorandum (TM) was submitted to the PFC in July on trapping factors. The PFC met August 6<sup>th</sup> and review of the trapping factors memorandum was one of the agenda items. Revisions to the TM from the PFC meeting were incorporated in the document. Relative to the Credits Project, the PFC is currently reviewing proposed sub-watershed delineations and providing estimates of annual water withdrawals for each impoundment that will be included in the trapping factors analysis. The next step will be to review the results with the PFC in October. That meeting will also include follow up on the screening analysis work.

Alix noted Cardno and the Center submitted comments to DWR on the Nutrient Practice Approval Process. She also noted that since several high priority practices are being developed for credit by DWR, that the number of credit practices may be less than the anticipated 20 – 25 practices.

Forrest pointed out that the original scope for the Nutrient Credits Project was developed before DWR established a schedule for adoption of the Nutrient Practice Approval Process. He indicated that the current project scope for the UNRBA project may need to be revised to reflect the need to incorporate practice standards to facilitate credit approval by DWR and allow local jurisdictions to use these practices in helping to comply with the Falls Lake Rule on Existing Development. PFC work will continue with Cardno and the Center for Watershed Protection.

**Additional Items and Reports:** Forrest reported on House Bill 201 that could affect the existing development rule in Falls Lake. He noted that a meeting is scheduled for August 28<sup>th</sup> with DENR. Also, a hearing is scheduled for 2:00 p.m. on August 20<sup>th</sup> (this afternoon) regarding the "gravel" definition. Dan McLawhorn notified those in attendance that a piece of legislation had just very recently passed that removed the EMC's authority to define "gravel."

Steve Kroger with NCDENR DWR gave a brief overview of the Nutrient Criteria Development Plan and spoke noted the Scientific Advisory Council that will be developed as part of the plan.

Forest noted that at the request of the UNRBA, the EMC Water Quality Committee will review the Proposed Nutrient Practices Approval Process and status at the September 10<sup>th</sup> committee meeting.

Forrest updated the Board on the US Water Alliance: One Water Leadership Summit scheduled in Kansas City in September. As earlier approved by the Board the expenses of those travelling for the UNRBA will be reimbursed by the UNRBA from contingency funds for FY 2014-15. These contingency funds include carry forward unspent funds from FY 2013-2014 and the residual balance of the contingency fund.

**Treasurer's Report** – Jimmy Clayton presented the Treasurer's Report and the current balance in the checking account is \$726,390.28 and \$628,637.33 in the savings account as of today. The balance of each project was noted on the treasurer's report.

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

- \* Submittal and coordination of DWR review of monitoring plan and QAPP.
- \* Coordination of monitoring contract and scope.
- \* Credits Development Meeting, May 22.
- \* Monitoring Project Meeting Database Development, June 6
- \* PFC Meetings, June 23, August 6
- \* Summit Preparation
- \* NC Water Quality Association Meeting, Upcoming, September 18
- \* NSAB Meetings, June 6, July 11, August 8, Upcoming September 5, October 3
- \* Discussions with DWR of the Draft Nutrient Credits Approval Process Document
- \* Meeting with Town of Stem, August 21

The next scheduled Board meeting is November 19, 2014. With no other business the meeting was then adjourned.