

UNRBA Board of Directors: **Draft** *March 20, 2019 Board Minutes*

The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, March 20, 2019 at the Town of Butner's Town Hall. Meeting attendees are listed below.

Name	Affiliation
Sig Hutchinson (Chair)	Wake County
Jimmy Clayton (Vice Chair)	Person County
Jenn Weaver (Secretary)	Town of Hillsborough
Dan McLawhorn	City of Raleigh
Javiera Caballero	City of Durham
Carolyn Bachl	City of Raleigh
Barry Baker	Granville County
Don O'Toole	City of Durham
Nena Nowell	City of Creedmoor
Ellen Reckhow	Durham County
McKenize Gentry	Durham County
Jim Wrenn	Representing Granville Co., Person Co., Butner, Creedmoor & SGWASA
Michelle Woolfolk	City of Durham
Reggie Hicks	City of Durham
Mike Dupree	Durham Soil & Water Conservation
Michael Orbon	Wake County
Tom Davis	Orange County
John Huisman	NC DEQ DWR
Sally Greene	Orange County (call in)
Sybil Tate	Person County
Sandy Wilber	City of Durham
Jay Sauber	Water Quality consultant
Jessica Galdwin	Town of Butner
Katie Cromwell	Representing Granville Co., Person Co., Stem, Butner, & Creedmoor
James Bryan	Orange County
Alix Matos	Brown & Caldwell
Forrest Westall	UNRBA
Haywood Phthisic	UNRBA
Ryan Eaves (call in)	Durham County

Welcome and Recognition -

The Chair, Sig Hutchinson, called the meeting of the UNRBA to order, welcomed all attendees, and asked each attendee to introduce themselves. The Chair asked if any of the Board Directors had any conflict of interest issues with any agenda items and no conflicts were identified. The Chair called the roll and 10 of 14 members were present for a quorum.

Action Items -

Approval of Minutes from January 16, 2019 Board Meeting - The Chair asked the Board if there were any

edits or corrections to the minutes. Being none, Jenn Weaver made the motion to approve the minutes as presented, seconded by Jimmy Clayton, and approved by the Board.

Treasurer's Report – Ryan Eaves presented the Treasurer's Report for the period ending February 25, 2019. The checking account balance less invoices in process is \$470,159.39 and the savings account balance is \$507,769.86. Jimmy Clayton made the motion to approve the Treasurer's Report as presented, seconded by Neena Nowell, and approved by the Board.

Stage 1 Jurisdictional Loads Update – Forrest summarized the work of the UNRBA members in developing jurisdictional load estimates under Existing Development Stage I of the Falls Lake Nutrient Management Strategy. A summary of recent UNRBA meetings was provided that included the challenges faced in providing for fair and equitable determination of jurisdictional loads. Forrest noted the progress made toward meeting Stage I goals related to compliance with chlorophyll-a water quality criteria in the lower lake and the significant reductions in loading from wastewater treatment plants. Forrest discussed an alternative approach for the Board's consideration that focuses on collaboration and project-based implementation. Following Board discussion, a motion was made to appoint a workgroup to examine the potential options for implementation of Stage 1 Existing Development by Jimmy Clayton, seconded by Ellen Reckhow, and approved by the Board.

Personnel Committee Report for 2018 – Don O'Toole, Chair of the Personnel Committee, presented to the Board the committee report on the Executive Director's Service Contract for 2018 (the Committee met on January 8th). Don listed the work and accomplishments for the past 12 months. Don noted that the Committee recognized the successful work of the Executive Director team and the excellent management support provided to the Association. The Personnel Committee recommended to increase the Executive Director's Service Contract to \$195,430 and increase the period of the contract to June 30, 2023. Following discussion, Ellen Reckhow made the motion to approve the recommendation from the Personnel Committee, seconded by Jenn Weaver, and approved by the Board.

Proposed Budget and Membership Fees for FY 2019-20 – Forrest presented the proposed budget and membership fees for FY 2019-20. The Recommended Expenditures can be viewed by accessing the following link: [FY 2019~20 Proposed Expenditures](#). The Recommended Membership Fee Schedule is available at [FY 2019~20 membership Fee Schedule](#). The changes in the fees for the new fiscal year reflect the Town of Stem withdrawing from the UNRBA, updated jurisdictional area, and adjustments to the water withdrawal for 2018. Following discussion, Javiera Caballero made the motion to approved the recommended budget and membership fees as presented, seconded by Jenn Weaver, and approved by the Board.

Communication Support Contract for 2019 – Forrest presented the Communication Support Contract amendment to the Board for 2019. The 2018 contract scope of work has been completed. This work included the development of a new, public-face website that is less technical and provides better access to UNRBA information by the general public. The second year of this support includes expanded outreach to additional stakeholder groups and making improvements to the new website. The amount budgeted for this contract is \$40,000. Following discussion, Ellen Reckhow made the motion to approve the contract, seconded by Jimmy Clayton, and approved by the Board.

Information Items -

Modeling and Regulatory Support (MRS) Update – Alix Matos with Brown & Caldwell updated the Board on work progress in the MRS program. The MRS Workgroup met in January and reviewed a decision framework for moving the process forward. The workgroup met again March 11th and reviewed/discussed components necessary for the model. For more information please reference the Board Meeting Presentation ([Board Meeting Presentation, March 20, 2019](#)).

Monitoring Program Update – Alix updated the board on the status of all water quality data collected up

through October 2018 (the end of the Re-examination monitoring period). She noted that preliminary work on the comprehensive data report has begun and that review by the PFC would follow. Work on the downsized watershed sampling program continues.

Reiteration of the UNRBA Comments on 303(d) List – Forrest reviewed the comments previously submitted on the draft 303(d) List and Integrated Report. Forrest noted that he resubmitted the comments to the EMC members prior to their meeting March.

Executive Director Report – For the list of executive director report items click on this link:

[Executive Director's Report](#)

It was noted that the next scheduled Board meeting will be May 15, 2019. With no other business, the meeting was adjourned.