

UNRBA Board of Directors: *June 20, 2018 Board Minutes*

The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, June 20, 2018 at the Town of Butner's Town Hall. Meeting attendees are listed below.

Name	Affiliation
Sig Hutchinson (Chair)	Wake County
Jimmy Clayton (Treasurer)	Person County
Jenn Weaver (Secretary)	Town of Hillsborough
Tom Davis	Orange County
Michelle Woolfolk	City of Durham
Ellen Reckhow	Durham County (call in)
Ryan Eaves	Durham County
Barry Baker	Granville County
Terry Hackett	Town of Hillsborough
Kenny Waldroup	City of Raleigh
Jessica Galdwin	Town of Butner
Melissa Hodges	Town of Butner
Jim Wrenn	Representing Granville Co., Person Co., Butner, Creedmoor & SGWASA
Sybil Tate	Person County
Mike Bonfield	City of Creedmoor
Reggie Hicks	City of Durham
David Harris	Durham Soil & Water Conservation
Randy Cahoon-Tingle	City of Creedmoor
Dave Pavlus	Town of Stem
Dan McLawhorn	City of Raleigh
Mike Dupree	Durham Soil & Water Conservation
McKenzie Gentry	Durham County
Jerry Ayscue	SGWASA
Reed Perry	The Conservation Fund
Bob Hornik	Hillsborough, Stem, & Creedmoor
Doug Durbin	Brown & Caldwell
Owen Roberts	Granville County
Jay Sauber	Water Quality Consultant
Jennifer Fitts	Representing Granville Co., Person Co., Stem, Butner, & Creedmoor
James Bryan	Orange County
Jim Wrenn	Representing Granville Co., Person Co., Butner, Creedmoor & SGWASA
Forrest Westall	UNRBA
Haywood Phthisic	UNRBA

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 11 of 14 members were present for a quorum. Melissa Hodges with the Town of Butner noted that this would be her last UNRBA Meeting as she has accepted another position. The Board thanked Melissa for her service to the

UNRBA and wished her success in her new position.

Action Items -

Approval of Minutes from May 16, 2018 Board Meeting - The Chair asked the Board if there were any edits or corrections to the minutes. Being none, Jenn Weaver made a motion to approve the minutes as presented, seconded by Kenny Waldroup, and approved by the Board.

Treasurer's Report – Jimmy Clayton presented the Treasurer's Report for the period ending May 23, 2018. The checking account balance less invoices in process is \$49,240.08 and the savings account balance is \$505,839.85. Jimmy Clayton made the motion to accept the Treasurer's Report as presented, seconded by Jenn Weaver, and approved by the Board.

Nominating Committee Report and Officer Election – With the retirement of Lindsay Mize creating a vacant officer position, the Officer Nominating Committee met to consider a recommendation for filling the vice chair position. Terry Hackett presented the committee's recommendation that Jimmy Clayton, Person County, be nominated for the position of Vice Chair (in the form of a motion). Sig asked for other nominations from the floor and, being none, asked for a second to the motion. Kenny Waldroup seconded the motion and the Board approved Jimmy Clayton as Vice Chair.

With this action the Treasurer's position became vacant. Terry reported the Nominating Committee recommends Ryan Eaves, Durham County, to the position of Treasurer (in the form of a motion). Sig asked for other nominations from the floor and, being none, asked for a second to the motion. Jenn Weaver seconded the motion and the Board approved Ryan Eaves as Treasurer.

The change in officers requires the individuals with financial signature authority be updated at the UNRBA's financial institution. The recommended individuals for this authorization are: Sig Hutchinson, Jimmy Clayton, Ryan Eaves, Forrest Westall, and Haywood Phthisic. Kenny Waldroup made a motion to approve these individuals to have signature authority, seconded by Jenn Weaver, and approved by the Board.

Monitoring Program Services – Forrest presented the contract with Brown and Caldwell for FY 2018-19 monitoring program that will complete the final 4 months of the monitoring program to support the modeling effort and provide for continued monitoring of selected stations through the remainder of the 2018-19 fiscal year. The amount of the contract is \$233,325 and covers all monitoring activities in FY 2018-19 (July 1, 2018 – June 30, 2019). Following discussion, Jimmy Clayton made a motion to approve the contract as presented and authorized the Chair to execute the contract, seconded by Melissa Hodges, and approved by the Board.

Modeling and Regulatory Support Program Services – Forrest presented the contract with Brown and Caldwell for the FY 2018-19 Modeling and Regulatory Support (MRS) Services contract. Forrest noted there is a shift in funding occurring with the upcoming fiscal year from monitoring to the modeling effort. Funding is allocated from the \$800,000 in dues for the reexamination provided by the membership and that as monitoring decreases, MRS budging will increase. The amount of the FY 2018-19 contract is \$515,000 and covers all activities during the FY 2018-19 fiscal year (July 1, 2018 – June 30, 2019). Following discussion, Melissa Hodges made the motion to approve the contract as presented and authorize the Chair to execute the contract, seconded by Jenn Weaver, and approved by the Board (Ellen Reckhow abstaining from voting on this item).

Executive Director Services – Forrest presented the contract with McGill Associates for providing the Executive Director Services for FY 2018-19. The personal committee report from January 2018 was provided again to the Board Members before the June Meeting. The Board approved the report at the March Board meeting. The contract is for four years and will be evaluated annually. The agreed contract amount, starting in FY 2018-19 is \$186,765.00. Following discussion, Kenny Waldroup made the motion to approve the contract as presented and authorize the Chair to execute the contract, seconded by Jimmy Clayton, and

approved by the Board.

Web Support Services – Forrest presented the with MFG Consulting, LLC for providing services to support and maintain the UNRBA’s website. The amount of the contract is \$2,500 for support of the website and an additional \$3,500 for improvements in the data portal (monitoring data) and general improvements to the website. Forrest noted that the increase would also be applied to any support needed from MFG related to website recommendations from the Communications Support program. Following discussion, Jenn Weaver made the motion to approve the contract as presented and authorize the Chair to execute the agreement, seconded by Jimmy Clayton and approved by the Board.

Legal Support Services – Forrest presented the recommendation from the Legal Workgroup for retaining legal services to support any regulatory or legal changes that result from the Reexamination effort. Barnes & Thornburg was previously selected by the Board to provide these services based on the recommendation of the legal support workgroup. Fred Andes with the firm will be leading this effort. Forrest noted that an engagement letter (instead of contract) is standard protocol for legal services. Forrest recommended that the UNRBA entered into an agreement with Barnes & Thornburg. Following discussion, Kenny Waldroup made the motion to approve entering into an agreement with Barnes & Thornburg and authorized the Chair to execute the agreement, seconded by Mike Bonfield, and approved by the Board.

Communications Support Services – Forrest presented an amendment to the scope of work for the agreement with HDR for Communications Support. Following discussion, Kenny Waldroup made the motion to approve the amendment and authorized the Chair to execute the amendment, seconded by Jenn Weaver and approved by the Board.

Information Items -

Legislative Revisions to Falls Lake Reexamination Provisions – Forrest reported the General Assembly passed legislation to realign the time line for the implementation schedule of Stage I Existing Development (ED) and implementation of Stage II. The revised dates for completion of Stage I ED reduction goals and beginning the Stage II effort are now dependent on the completion of Falls Lake Rules readoption process which must begin after recommendations from the UNRBA’s Reexamination are completed and within 6 months of the completion of the UNC evaluation, but in no case later than December 31, 2024. The legislation makes no revision to the implementation date of Stage I, which is dependent on DWR and EMC actions.

DWR’s Implementation of Stage I ED - In John Huisman’s absence, Forrest reviewed the current schedule for the Model Program. The Division has stated most recently that it is planning to take the Stage I ED Model Program to the EMC Water Quality Committee in May, 2019 and the full EMC in July, 2019. Forrest noted that this date could change again depending on the progress made to effectively coordinate the draft of the Model Program with local jurisdictions.

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

[Meeting Presentation & Executive Director's Report](#)

The next scheduled Board meeting will be in September 19, 2018. With no other business, the meeting was adjourned.