

## UNRBA Board of Directors: *January 18, 2017 Board Minutes*

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The Board of Directors of the Upper Neuse River Basin Association (UNRBA) met at 9:30 A.M. on Wednesday, January 18, 2017 at the Town of Butner's Town Hall. Meeting attendees are listed below.

Name	Affiliation
Pam Hemminger (Chair)	Orange County City of Durham
Sig Hutchinson (Secretary)	Wake County
Lindsay Mize (Vice Chair)	South Granville Water and Sewer Authority
Bill McKellar	Town of Butner
Jimmy Clayton (Treasurer)	Person County
Barry Baker	Granville County
Tom Davis	Orange County
Michelle Woolfolk	City of Durham
James Bryan	Orange County
Ellen Reckhow	Durham County
Don O'Toole	City of Durham
Gill	South Granville Water and Sewer Authority
Kenny Waldroup	City of Raleigh
Earl McGee	Orange County
Jillian Johnson	City of Durham
Melissa Hodges	Town of Butner
Sybil Tate	Person County
Carolyn Bachl	City of Raleigh
Jenn Weaver	Town of Hillsborough
Reggie Hicks	City of Durham
David Harris	Durham Soil & Water Conservation
Randy Cahoon-Tingle	City of Creedmoor
Owen Roberts	Granville County
Jim Wrenn	Representing Granville Co., Person Co., Butner, Creedmoor & SGWASA
Liz Weisbrot	City of Raleigh
Ryan Eaves	Durham County
Dan McLawhorn	City of Raleigh
Thomas Jackson	City of Creedmoor
Peter Raabe	American River
George Mathis	River Guardian Foundation
Jay Sauber	Water Quality Consultant
Michael Orbon	Wake County
Bob Hornick	Representing Hillsborough, Stem, Creedmoor, & Roxboro
Sarah Collins	NCLM
Alix Matos	Cardno
Matt Van de Bogert	Cardno

### **Welcome and Recognition -**

The Chair, Pam Hemminger, called the meeting of the UNRBA to order, welcomed all attendees, and asked each attendee to introduce themselves. She asked if any of the Board Directors had any conflict of interest issues with the agenda. No conflicts were identified. The Chair also asked for a roll call of member Board Directors or Alternates to verify the presence of a quorum. A quorum was present.

**Election of Officers for 2017 -**

The Officer Nominating Committee (Terry Hackett, Bill McKellar, and Carolyn Bachl) reported to the Board on their consideration of candidates for officers and made recommendations for officers for 2017. Bill reported the recommendations as follows: Jenn Weaver for the position of Secretary, Jimmy Clayton for the position of Treasurer, Lindsay Mize for the position of Vice Chair, and Sig Hutchinson for the position of Chair. Chair Hemminger asked for a nomination for the position of Secretary; Bill McKellar made a motion to nominate Jenn Weaver, seconded by Ellen Reckhow, and was approved unanimously by the Board Members present. The Chair asked for a nomination for the position of Treasurer; Ellen Reckhow made the motion to nominate Jimmy Clayton, seconded by Sig Hutchinson, and approved unanimously by the Board Members present. The Chair asked for a nomination for the position of Vice Chair; Bill McKellar made a motion to nominate Lindsay Mize, seconded by Sig Hutchinson, and approved unanimously by the Board Members present. The Chair asked for a nomination for the position of Chair; Bill McKellar made the motion to nominate Sig Hutchinson, seconded by Ellen Reckhow, and approved unanimously by the Board Members present.

Sig Hutchinson assumed the Chair position and then presented a plaque to the outgoing Chair, Pam Hemminger, thanking her for her years of excellent service.

**Administrative Item -**

Board minutes from the November 16, 2016 meeting were presented for approval. A motion was made by Ellen Reckhow to approve the minutes as presented, seconded by Randy Cahoon-Tingle, and approved by the Board.

**Action Items -**

*Report of the Personnel Committee* – Don O’Toole presented the results of the annual review of Executive Director’s services by the Personnel Committee (Committee members: Don O’Toole, Chair, Dan McLawhorn, Jim Wrenn, Carolyn Bachl, Bob Hornik, Lindsay Mize, Pam Hemminger, Drew Cummings, and Randy Cahoon-Tingle). Don provided a summary report and reported a list of achievements/accomplishments during the past year and projects that will be undertaken during the upcoming year. The Committee felt that Forrest and Haywood are providing excellent support to the UNRBA and that their continued assistance is essential to the UNRBA completing its goals. Following the report, the committee recommended an increase of 68 hours in the number of billable hours of service from the Executive Director (a \$6,800 increase in the current contract). This increase was recommended to go into effect at the beginning of the next fiscal year, July 1, 2017. Lindsay Mize made a motion to increase the executive director contract by \$6,800 for FY 2017-18, the motion was seconded by Ellen Reckhow, and approved unanimously by the Board representatives present.

*Audit Committee Appointment* – The Chair noted with the departure of Pam she would need to be replaced on the Audit Committee. Sig noted he would be willing to take her place on the committee and the other members, Jimmy Clayton and Ellen Reckhow, agreed to continue serving on the committee. Kenny Waldroup made a motion to approve the three nominees, seconded by Jenn Weaver, and approved by the Board.

**Status Updates -**

*Regulatory and Legislative Update* – Sarah Collins with the N.C. League of Municipalities gave an update to the board on regulatory and legislative action.

*Prospective Budget for FY 2017-18* – Forrest presented to the Board a prospective budget for FY 2017-18 and projected membership fees. The budget includes funds (\$10,000) for an audit, executive director service contract includes a \$6,800 increase, and funding of a communication plan (\$20,000). The membership fees presented were calculated on the FY 2015-16 fee schedule (acreage and water withdrawal values). During

the discussion of next fiscal year's budget, it was recommended that the UNRBA should provide \$30,000 for the development and implementation of a communication plan. The Board Member representatives indicated general consensus on the base budget and the increases discussed, including the larger budget for communications. Forrest indicated that these increases would be included with the base budget for Executive Director Services, the Monitoring Program and Modeling and Regulatory Support and that dues and fees would be updated for the FY 2017-18. Forrest noted that a formal budget and membership fee schedule for FY 2017-18 using these figures will be presented to the Board at the March meeting.

*UNRBA Modeling & Regulatory Update* – Alix Matos with Cardno gave an update on the project. She reviewed which models have been selected and why. The models selected for lake response are: EFDC and WARMF (Watershed Analysis and Risk Management Framework)-Lake. For watershed modeling the WARMF watershed model was selected. A statistically based model for the evaluation of Designated Use will also be developed. And finally, an optional ecological model: CASM Ecosystem Model. She noted the next steps will be to develop the conceptual modeling plan and continue developing the QAPP (quality assurance project plan) for the modeling effort.

*Nutrient Credit Project Update* – Alix Matos updated the Board on progress achieved in developing the nutrient credits. Bioretention Design Variants, Level spreader filter strips, and infiltration devices are complete and have been submitted to DEQ. The Stormwater Program in the Division of Energy, Mineral and Land Resources have adopted these practices into their stormwater control measures. Soil improvements and cattle exclusion practices are nearly ready for submittal. Illicit discharge credit and buffer restoration credit are well on their way to completion. Land Conservation was submitted some time ago and is pending DEQ action.

*Monitoring Program Update* – Matt Van de Bogert with Cardno updated the Board on the FY 2016-17 Monitoring Program. Routine sampling is progressing as planned. No work occurred on the High Flow Sampling study in November or December due to low rainfall conditions and the Bathymetry/Sediment Mapping study is planned to start in the spring.

*EPA Proposed Criteria on Human Health Algal Toxins and EPA's Action on C.C. 303(d) Submittal* – Jay Sauber, water quality consultant to the UNRBA, made a presentation to the Board regarding the above items. Jay reviewed the conflicting issues between EPA, Region 4 and the N.C. Environmental Management Commission. He also reviewed the EPA Draft Criteria for Algal Toxins for evaluating human health recreational ambient water quality criteria. Following Board discussion Kenny Waldroup made a motion to authorize Forrest to draft comments for review by the Path Forward Committee for submittal to EPA by February 17<sup>th</sup>, seconded by Bill McKellar, and approved by the Board.

**Treasurer's Report** – Jimmy Clayton presented the Treasurer's Report noting that the current balance in the checking account is \$684,788.98 and \$503,710.22 in savings.

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

- \* Pending Items before DEQ, Land Conservation Credit and 303(d) Decision of Falls Lake Segments.
- \* No Meeting with EPA expected until the new administration has made its agency appointments.
- \* EMC WQC meeting and EMC meeting, January 11<sup>th</sup> & 12<sup>th</sup>.
- \* Next NSAB Meeting scheduled for February 3<sup>rd</sup>.
- \* WOC (Watershed Oversight Committee) Meetings, December 9<sup>th</sup> and January 12<sup>th</sup>.
- \* Durham Roots Farmers Market – Now Includes Orange, Person, and Granville Counties.
- \* Presentation to South Wake Conservationists, January 12<sup>th</sup>.

It was noted that the next scheduled Board meeting is March 15, 2017, 9:30 to 12 at Butner Town Hall. With no other business, the meeting was then adjourned.