

## UNRBA Board of Directors: **Draft** November 18, 2020 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, November 18, 2020 via conference call/webinar due to the COVID-19 issues. Meeting attendees are listed below.

Name	Affiliation
Sig Hutchinson (Chair)	Wake County
Jimmy Clayton (Vice Chair)	Person County
Jenn Weaver (Secretary)	Town of Hillsborough
Ryan Eaves (Treasurer)	Durham County
Reggie Hicks	City of Durham
Barry Baker	Granville County
Carolyn Bachl	City of Raleigh
Neena Nowell	City of Creedmoor
Jim Wrenn	Representing Granville Co., Person Co., Butner, Creedmoor & SGWASA
Sally Greene	Orange County
Dan McLawhorn	City of Raleigh
Bill McKellar	Town of Butner
Scott Schroyer	SGWASA
Terry Hackett	Town of Hillsborough
Michelle Woolfolk	City of Durham
Wesley Poole	Orange County
Del Mims	City of Creedmoor
Kenny Waldroup	City of Raleigh
T. J. Gentry	Person County
Don O'Toole	City of Durham
Katie Cromwell	Representing Granville and Person Stormwater Utility (Granville Co., Person Co., Stem, Butner, & Creedmoor)
David Harris	Durham Soil & Water Conservation
Del Mims	City of Creedmoor
Nancy Daly	Wake County
Michael Orbon	Wake County
Bob Hornick	Town of Hillsborough
John Huisman	NC DEQ DWR
Jay Sauber	Water Quality Consultant
Alix Matos	Brown & Caldwell
Emily Bateman	Durham Soil & Water Conservation
Forrest Westall	UNRBA
Haywood Phthisic	UNRBA

### **Welcome and Recognition -**

The Chair, Sig Hutchinson, called the meeting of the UNRBA to order and welcomed all those in attendance through remote access. 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 13 members were present for a quorum. Sig then asked if there were any revisions to the agenda and being none, Jenn Weaver made a motion to approve the agenda, seconded by Neena Nowell, and approved by the Board. Sig

took a moment to recognize members that are leaving the UNRBA. Based on available information at that time, Ellen Reckhow with Durham County and Jimmy Clayton with Person County would be stepping down at the end of the year. The Chair gave those in attendance an opportunity to thank Ellen and Jimmy for their service. Several people thanked them for the leadership and guidance they both had provided to the UNRBA during their tenure. Both had served on the UNRBA for many years. The Chair and Executive Director offered their thanks, and both noted the significant contribution they had made to the Association.

**Action Items -**

*Approval of Minutes from September 16, 2020 Board Meeting* - The Chair asked the Board if there were any edits or corrections to the draft minutes provided. Being none, Neena Nowell made the motion to approve the minutes as presented, seconded by Bill McKellar, and approved by the Board.

*Treasurer's Report* – Ryan Eaves presented the Treasurer's Report for the period ending October 31, 2020. The checking account balance at the close of the statement was \$223,210.83 and the savings account balance was \$1,264,913.39. Following review of the report, Jenn Weaver made the motion to approve the Treasurer's Report as presented, seconded by Jimmy Clayton, and approved by the Board.

*Proposed Meeting Schedule for 2021* – The meeting schedule for 2021 was presented for review and approval. The meeting schedule is posted on the UNRBA website under the "Meetings" tab (<https://www.unrba.org/meetings?date=2020>). Bill McKellar made the motion to approve the meeting schedule, seconded by Neena Nowell, and approved by the Board.

*Appointment of Officer Nominating Committee* – The Chair recommended the following members to serve as the Officer Nominating Committee: Carolyn Bachl, Terry Hackett, and Bill McKellar. The Officer Nominating Committee will review and make recommendations for officers serving during 2021. This report will be made at the January, 2021 Board meeting (annual meeting). Jimmy Clayton made the motion to approve those recommended for the committee, seconded by Jann Weaver, and approved by the Board.

**Administrative Items -**

*Prospective Budget for FY 2021-22 and Personnel Committee* - Forrest presented the prospective budget for the next fiscal year has been prepared. The jurisdictional area and water demand that are used in the fee calculations have not been updated. The Personnel Committee will be meeting later in November or December and will report to the Board at the January 20, 2021 Board Meeting. He noted that this recommendation could result in a proposed budget revision. Also, there could be other minor adjustment to the budget prior to its presentation to the Board for adoption at the March 17, 2021 Board Meeting. The prospective budget presented did not reflect any changes that may occur before it is formally adopted. The prospective budget provided showed no change from the current fiscal year budget.

**Informational Items -**

*Stage I Existing Development Interim Alternative Implementation Approach (IAIA) Program Development Schedule* – Following the Board's authorization to the Executive Director to work with the legal group to draft an interlocal agreement or changes to the Association's Bylaws allowing for the IAIA program and adding legal representatives from all jurisdictions, Forrest worked with the legal representatives to develop Bylaw revisions. The PFC provided comments that modification to the Bylaws was the most appropriate way to proceed. The Board concurred with this determination. The proposed Bylaw revisions were provided to the PFC, discussed at the November PFC meeting and sent to the Board prior to this Board meeting. The proposed revisions incorporated language to allow the IAIA to function under the UNRBA's bylaws and would create a Board designated Compliance Committee for the management of the UNRBA's responsibilities under the program. It was emphasized that compliance with the Stage I Existing Development Rule would be

determined for each jurisdiction individually. Based on discussions in the PFC and feedback provided at today's meeting, all members of the UNRBA that are required to comply with the Existing Development requirements are likely to participate in the IAIA. Forrest reviewed the schedule for the adoption of the Model Program by the NC Environmental Management Commission and pointed out that it is planned that the UNRBA would make a decision on formal adoption of the revised Bylaws and the IAIA at the March 2021 Board Meeting. Additional details reviewed concerning the proposed IAIA program and the draft Bylaw revisions are provided in the [Meeting Presentation](#) (slides 15 thru 20) posted on the UNRBA website. *Modeling & Regulatory Support (MRS) Status* – Alix Matos with Brown & Caldwell reviewed the status of the MRS efforts and noted to the Board that the modeling team completed revisions to the Watershed Analysis Risk Management Framework (WARMF— watershed model) model code to allow for simulation of many types of onsite wastewater treatment systems (small systems serving mainly individual residences). This work is being partially supported through a DWR 319 grant. The report that describes these revisions to the model code is in preparation and will be submitted to DWR to document the work has been completed. The final supplemental monitoring report is currently under review.

*DWR 2020 Integrated Report and 303(d) Assessments* – Forrest reported the DWR anticipates public release of these documents in January 2021. The time period for the preparation of these reports is 2014 – 2018.

*Planning for Development of Petitioning for Site Specific Criteria* – Forrest reported the legal workgroup met on Oct. 5<sup>th</sup> to discuss the scope of legal service work for Barnes & Thornburg for FY 2021. This work scope includes support efforts to develop a petition for a site specific standard for Falls Lake.

*Ongoing DEQ Discussions/Issues* - Forrest reported the following items are ongoing:

- \* Planning continues on a joint symposium with UNC Collaboratory
- \* Meeting with DWR on reviewing the monitoring program report and modeling efforts.
- \* Continue discussions on the development of an MOA with DEQ to address the agency's review of the UNRBA's Re-examination recommendations (due in 2023).

In closing, Sig again thanked Ellen Reckhow and Jimmy Clayton for their important contributions to the work of the UNRBA. Jimmy Clayton noted that they both had served together on the UNRBA Board for the same length of time and thanked Ellen for her service. Jenn Weaver noted she worked with Ellen on other boards, additionally, and enjoyed her experience working with her.

The next scheduled Board meeting will be January 20, 2021 at 9:30 a.m. With no other business, the meeting was adjourned.