

MEETING MINUTES

Upper Cape Fear River Basin Association

Board of Directors & Technical Advisory Committee (TAC) Meeting (Hybrid)

January 30, 2024, 9:30 AM – 11:30AM

Location (in-person): Central Pines Regional Council

4307 Emperor Boulevard

Durham, NC 27703

Microsoft Teams Meeting (on-line)

LIST OF ATTENDEES

| Name | Organization | Email |
|---------------------------|--|--|
| Alicia Goots | City of Greensboro | alicia.goots@greensboro-nc.gov |
| Amanda Hancock | MeriTech | amanda.hancock@meritechlabs.com |
| Amanda Hill | City of Mebane | achill@cityofmebane.com |
| Amy Barber | City of Burlington | abarber@burlingtonnc.gov |
| Ben Bani | City of Burlington | bbani@burlingtonnc.gov |
| Benjamin Schmadeke | Town of Pittsboro | bschmadeke@pittsboronc.gov |
| Beth Eckert | Cape Fear Public Utility Authority | beth.eckert@cfpua.org |
| Bethany Brinkman | Elon University | bbrinkman@elon.edu |
| Betsy Drake | Town of Cary | betsy.drake@carync.gov |
| Bob Patterson | City of Burlington | bpatterson@burlingtonnc.gov |
| Charles Crocker | City of Durham | charles.crocker@durhamnc.gov |
| Chris Summerlin | Chatham County | chris.summerlin@chathamcountync.gov |
| Cris Routh | City of Graham | crouth@cityofgraham.com |
| Dawn Molnar | City of High Point | dawn.molnar@highpointnc.gov |
| Donna Myers | American Rivers | dmyers@americanrivers.org |
| Doug Dowden | NC Department of Environmental Quality | doug.dowden@deq.nc.gov |
| Elaine Wild | NC Department of Environmental Quality | elaine.wild@deq.nc.gov |
| Elijah Williams | City of Greensboro | elijah.williams@greensboro-nc.gov |
| Gary Perlmutter | NC Department of Environmental Quality | gary.perlmutter@deq.nc.gov |
| Hope Stuart | Piedmont Triad Regional Council | hstuart@ptrc.org |
| Jesse Day | Piedmont Triad Regional Council | jday@ptrc.org |
| Jesse DuClau | Orange Water and Sewer Authority | jduclau@owasa.org |
| Jillain Tucker | NC Department of Environmental Quality | jillian.tucker@deq.nc.gov |
| John Dodson | City of Mebane | jdodson@cityofmebane.com |
| Jonathan Baker | City of Durham | jonathan.baker@durhamnc.gov |
| Kristine Williams | City of Greensboro | kristine.williams@greensboro-nc.gov |
| Larry Durgin | Arauco | larry.durgin@arauco.com |
| Leah Rittenburg | NC Department of Environmental Quality | leah.rittenburg@deq.nc.gov |
| Linnell Stanhope | Crowder Construction | lstanhope@crowderusa.com |
| Mark VanderBorgh | NC Department of Environmental Quality | mark.vanderborgh@deq.nc.gov |
| Michael Rhoney | City of Ashboro | mrhoney@ci.ashboro.nc.us |
| Nora Deamer | NC Department of Environmental Quality | nora.deamer@deq.nc.gov |
| Patty Barry | Central Pines Regional Council | pbarry@centralpinesnc.gov |
| Reginald Hicks | City of Durham | reginald.hicks@durhamnc.gov |

| | | |
|---------------------------|--|---|
| <i>Robby Stone</i> | <i>City of High Point</i> | <i>robby.stone@highpointnc.gov</i> |
| <i>Ronnie Weed</i> | <i>Orange Water and Sewer Authority</i> | <i>rweed@owasa.org</i> |
| Steve Tedder | Tedder Farm Consulting | teddarfarmconsulting@gmail.com |
| <i>Sydney Valliant</i> | <i>Cape Fear Public Utility Authority</i> | <i>sydney.valliant@cfpua.org</i> |
| <i>Tammy Hill</i> | <i>NC Department of Environmental Quality</i> | <i>tammy.l.hill@deq.nc.gov</i> |
| <i>Terry Houk</i> | <i>Black and Veatch</i> | houktl@bv.com |
| <i>Tony Boules</i> | <i>City of Mebane</i> | <i>tboules@cityofmebane.com</i> |
| Wilmer Lawson | Orange Water and Sewer Authority | wlawson@owasa.org |

Note: *Italicized indicates Microsoft Teams participation on-line.*
 Non-italicized indicates in-person attendance.
 Gray highlight indicates UCFRBA TAC Technical Advisory Committee
Bold indicates UCFRBA Board of Directors voting member.

TAC MEETING

Patty Barry (CPRC) opened the meeting at 9:35am. Introductions were made. No revisions were recommended to the agenda. (The meeting was recorded for the purpose of producing meeting minutes.)

REVIEW AND APPROVE JULY 25, 2023 AND OCTOBER 24, 2023 MEETING MINUTES

TAC reviewed and approved the July 25, 2023 and October 24, 2023 meeting minutes with the following changes to the October meeting minutes:

- Change Elijah Williams, Martie Groom and Alicia Goots to Greensboro, not Burlington.

Organizational Report (9:40am– 10:00am)

ORGANIZATIONAL UPDATES

Jesse Day, (PTRC) introduced the newly hired PTRC Environmental Planner, Hope Stuart, who will be assisting with the administration of the UCFRBA. Hope Stuart (PTRC) shared the outstanding membership invoices that remain unpaid (see attached presentation). John Baker (Durham) inquired about the additional sampling station invoice status for Durham. Jesse Day (PTRC) indicated that the invoice will be submitted shortly. Hope Stuart (PTRC) asked the UCFRBA to contact her if any of their existing permit information has changed. She also gave an update on the 2023 Annual Report preparation and submittal timeframe to DEQ.

QA/QC UPDATE

Dawn Molnar (High Point) discussed the QA/QC Committee Report from the January 29, 2024 meeting (see below table on page 3). Overall, there were a few water quality issues associated with turbidity and dissolved oxygen.

Update from NC Division of Water Resources Update (10:00am– 10:10am)

Mark Vanderborgh (NCDEQ) updated to the UCFRBA that the City of Mebane has begun sampling for 1,4 Dioxane at two monitoring locations as required by their permit and the updated Memorandum of Agreement. The City of Mebane is paying for the additional sampling. Furthermore, the City of Durham’s Memorandum of Agreement is also being updated to include an additional monitoring site and that all of this additional data is being run through the Monitoring Coalition Program. Mark Vanderborgh (NCDEQ) announced that he will be retiring this year after over 25 years of service with the state of North Carolina and that Tammy Hill will be the interim DEQ contact until Mark’s position is filled at the state. Gary Perlmutter (NCDEQ) from the NPDES program was introduced and notified the UCFRBA that PFAs conditions and requirements are being implemented into new permits. Gary Perlmutter (NCDEQ) also notified the association that it was unclear when the EPA will be finalizing PFAs requirements. He indicated that there will be a 6-month implementation period to allow permittees to find certified labs, or if there is an issue there will be an option to request and extension

depending upon lab availability. Gary believes that the hold up is on the multi-lab validation for other matrices, such as landfill leachate, fish tissues and biosolids.

Nora Deamer (NCDEQ) gave an update on the status of the Cape Fear River Basin Plan. She explained that the Secretary’s Office has required the addition of a PFAs chapter within the basin plan, therefore, the plans release has been delayed a couple of months. She volunteered to notify Patty Barry (CPRC) at the release of the plan and that she would be available to present to the UCFRBA. There was a question posed on whether EPA will be requiring the two or three parts per trillion number regarding PFAs. Nora Deamer (NCDEQ) indicated she could find out the potential requirement. She also noted that the emails for NC DEQ have changed to @deq.nc.gov.

**Upper Cape Fear River Basin Association QA/QC Committee Report
From QA/QC Data Review Meeting of Monday, January 29, 2024**

Reviewers: Chair: Dawn Molnar (High Point), Alicia Goots (Greensboro), Amy Varinoski (Greensboro), Martie Groome (Greensboro), Elaine Shepherd (High Point), Hope Stuart (PTRC)

Water Quality Standard (WQS) Exceedances October 2023 through December 2023

| November 2023 Upper Cape Fear Monitoring Data – WQS Violations | | | | |
|---|-------------|------------------|-----------------------|-----------------------|
| UCFRBA Site # | Date | Parameter | Reported Value | NC WQ Standard |
| 12 | 11/22/23 | Turbidity | 84.0 | 50 NTU |
| 14 | 11/22/23 | Turbidity | 109 | 50 NTU |
| 1 | 11/28/23 | Dissolved Oxygen | 0.9 | ≥4.0 mg/l |
| 19 | 11/6/23 | Dissolved Oxygen | 3.5 | ≥4.0 mg/l |
| 21 | 11/6/23 | Dissolved Oxygen | 3.2 | ≥4.0 mg/l |

| December 2023 Upper Cape Fear Monitoring Data – WQS Violations | | | | |
|---|-------------|------------------|-----------------------|-----------------------|
| UCFRBA Site # | Date | Parameter | Reported Value | NC WQ Standard |
| 16 | 12/13/23 | Turbidity | 88.9 | 50 NTU |
| 17 | 12/13/23 | Turbidity | 69.5 | 50 NTU |
| 20 | 12/12/23 | Turbidity | 52.0 | 50 NTU |
| 21 | 12/12/23 | Turbidity | 95.9 | 50 NTU |
| 22 | 12/12/23 | Turbidity | 67.0 | 50 NTU |
| 27 | 12/13/23 | Turbidity | 63.0 | 50 NTU |
| 30 | 12/12/23 | Turbidity | 216 | 50 NTU |

| October 2023 through December 2023 – Upper Cape Fear Data Corrections/Notations | | | | |
|--|---------------------|-------------|-----------------------|------------------------|
| Parameter | UCFRBA Site# | Date | Reported Value | Corrected Value |
| Ammonia | 13 | 12/7/23 | 0.05 mg/l | 0.04 mg/l |

| OTHER ISSUES and COMMENTS | | | | |
|----------------------------------|--|--|--|--|
| | | | | |

Revision Date: January 29, 2024

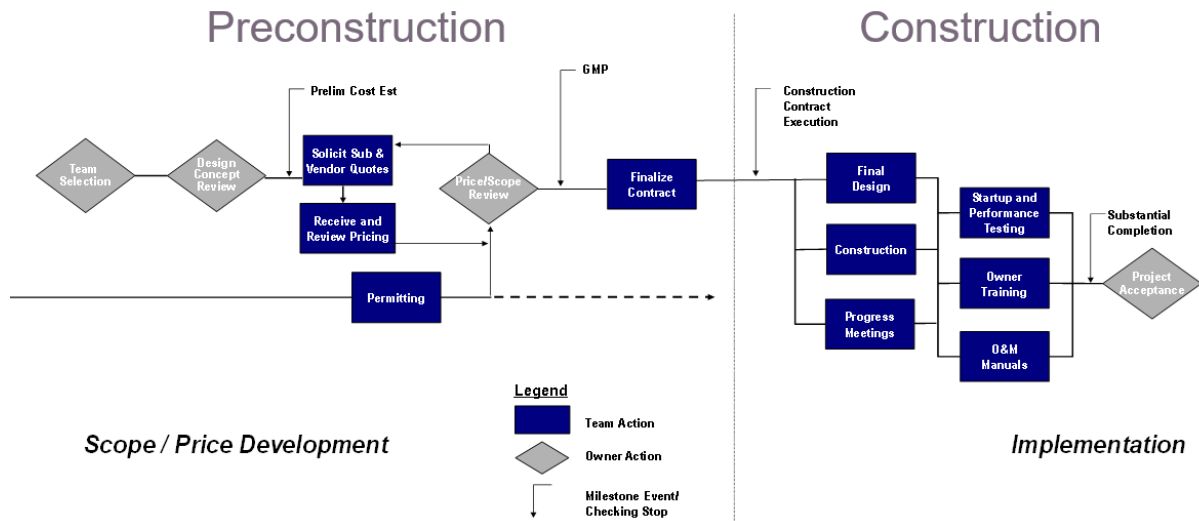
Design Build vs Traditional Construction (10:10am to 10:40am)

Linnelle Stanhope from Crowder Construction was introduced to the UCFRBA by Elijah Williams (Greensboro). Crowder Construction completes over \$350,000 million a year in design and construction projects of which about 60% is design build. Linnelle Stanhope (Crowder) went into detail on design build projects verses traditional bidding projects and the multiple benefits and costs saving associated with design build (see attached presentation). She explained the project delivery options verses traditional project delivery with respect to owner risk and design build team risk along with the current water/wastewater market conditions associated with costs, value, risk and schedule. An example preconstruction and construction processes table for design build projects is presented on page 4. Linnelle further explained lessons learned, the procurement process and reasons for choosing the design build process as outlined on the table below on page 4. Elijah Williams (Greensboro) explained how design build may be a good option for dealing with emerging contaminants and the installation of new technologies to meet compliance issues.

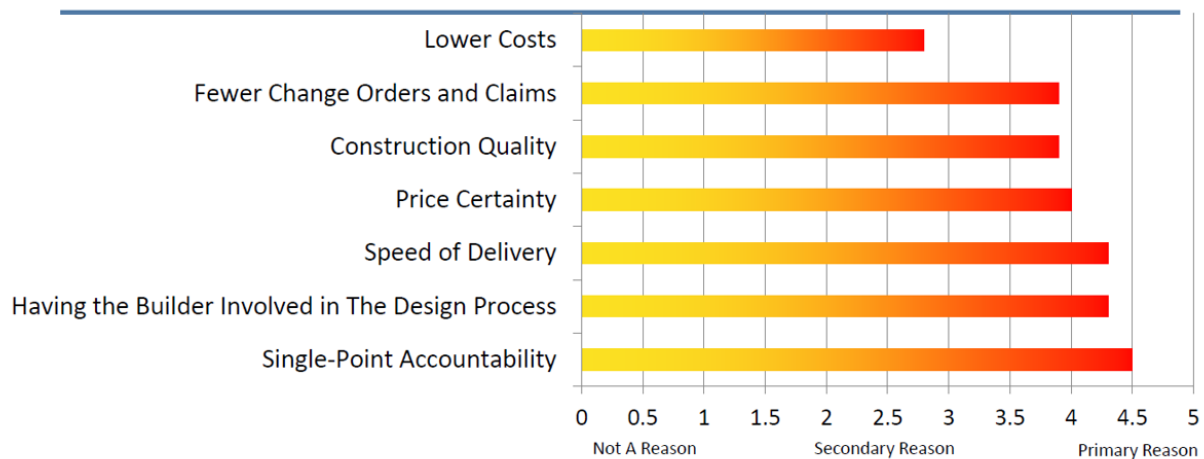
Discussion Brainstorm Meeting Topic Ideas or Other Coalition Topics for good of all (10:40am – 10:45am)

Patty Barry (CPRC) gave an update on the Jordan Nutrient Rules DWR stakeholder meetings and that she will notify the association as soon as a date is confirmed. The meeting was adjourned.

A Process to Implement | Design-Build



Reasons for Choosing Design-Build



Source: Water Design-Build Council – The Municipal Water and Wastewater Design-Build Handbook



BOARD OF DIRECTORS MEETING

Open Board Meeting (10:45am – 10:55am)

AGENDA REVIEW AND APPROVAL

Elijah Williams (Greensboro), Board of Directors (BOD) Chairman, called the meeting to order and reviewed the meeting agenda with no recommended changes from the BOD. The agenda was approved. BOD quorum was met for this meeting as more than one third of the BOD were present (refer to attendee list above).

REVIEW AND APPROVE JULY 25, 2023, MEETING MINUTES (vote)

Elijah Williams (Greensboro) requested a motion to approve meeting minutes. Bob Patterson (Burlington) motioned to approve the July 25, 2023, BOD Meeting Minutes. The motion was seconded by Will Lawson (OWASA). All approved.

NOMINATIONS AND APPROVAL OF BOARD POSITIONS (vote)

Chair

Elijah Williams (Greensboro) requested a motion to elect the FY25 UCFRBA Chair. Bob Patterson (Burlington) motioned to elect Charlie Crocker (Durham) as Chair. The motion was seconded by Will Lawson (OWASA). All approved.

Note: Charlie Crocker (Durham) notified the UCFRBA that he will be retiring next year and therefore would only be available to Chair for the first six months. The UCFRBA BOD decided to appoint a Vice-Chair Elect for when Charlie Crocker (Durham) resigns, the Vice-Chair will become Chair and the Vice-Chair Elect will become Vice-Chair.

Vice- Chair

Elijah Williams (Greensboro) requested a motion to elect the FY25 UCFRBA Vice-Chair. Bob Patterson (Burlington) motioned to elect Michael Rhoney (Ashboro) as Vice-Chair. The motion was seconded by Will Lawson (OWASA). All approved.

Vice-Chair Elect

Elijah Williams (Greensboro) requested a motion to elect the FY25 UCFRBA Vice-Chair Elect. Bob Patterson (Burlington) motioned to elect Elijah Williams (Greensboro) as Vice-Chair Elect. The motion was seconded by Will Lawson (OWASA). All approved.

FINANCIAL UPDATE BUDGET APPROVAL (vote)

Jesse Day (PTRC) presented the FY25 proposed budget as outlined in the table to the right. He noted that the Budget Committee consisting of Elijah Williams (Greensboro), Charlie Crocker (Durham) and Michael Rhoney (Ashboro) met in December of 2023 to discuss next year's budget. Jesse Day (PTRC) discussed the CD earnings specifically CD Revenue of 4.1% (closes April 24) and CD Revenue of 3.75% (closes March 27). He noted that there is a proposed 2-3% increase in testing and administrative fees. The fund balance is currently over \$170,000. There was a discussion about adding additional funds to a CD.

Elijah Williams (Greensboro) requested a motion to approve the FY25 UCFRBA budget as presented. Michael Rhoney (Ashboro) motioned to approve the FY25 budget. The motion was seconded by Will Lawson (OWASA). All approved.

| Revenues | FY 2024-2025 (draft) PROPOSED Budget |
|-------------------------------------|---|
| Membership Dues | |
| Interest Earned | \$155,688 |
| First Horizon CD 6 Month (balance) | \$0.00 |
| First Horizon CD 11 Month (balance) | |
| Total Revenues | \$155,688.00 |
| Expenses | |
| Meritech | \$108,711.87 |
| Database Management UNCW | \$1,625.00 |
| Insurance | \$2,806.50 |
| CPRC | \$23,433.00 |
| PTRC | \$23,433.00 |
| CFRA Membership Dues | \$300.00 |
| General Operations | \$0.00 |
| Bank Fees | \$0.00 |
| CPU Services & Fees | \$1,625.00 |
| Legal Services | \$0.00 |
| Total Expenses | \$161,934.37 |
| Net to/from Contingency | (\$6,246.36) |
| Deferred Revenue/Contingency | \$190,580.57 |

Review and Approve Administrative Contract for PTRC and CPRC (10:55am – 10:05am)(vote)

Elijah Williams (Greensboro) requested a motion to approve the FY25 and FY26, 2-year administrative services contract between CPRC, PTRC and the UCFRBA as presented. Will Lawson (OWASA) motioned to approve the FY25 and FY26 contract. The motion was seconded by Bob Patterson (Burlington). All approved.

Updates from around the Upper Basin (10:15am – 11:25am)

- A few members of the UCFRBA (City of Mebane and Greensboro) have been working with the Haw River Nutrient Compliance Association that has resulted in decreasing nitrogen and phosphorus from a combined effort.
- John Dodson is the new Wastewater Director for the City of Mebane taking the place of Dennis Hodge.
- Bob Patterson (Burlington) explained that within the last week there were some elevated PFAs levels that were detected and determined to be from the Apollo Chemicals industrial processes. Burlington alerted DEQ which resulted in Pittsboro shutting down their intake until sampling level results decrease. Burlington is currently in the process of issuing Apollo Chemical a pre-treatment permit.

Next Steps, Closing Remarks and Future Meeting Schedule

NEXT MEETINGS

- TAC: April 23, 2024 (Team Meeting) 9:30am to 11:30am
- TAC/BOD: July 25, 2024 (Hybrid Teams Meeting and in-person at City of Mebane with possible Facility Tour) 9:30am to 11:30am
- TAC: October 24, 2024 (Teams Meeting) 9:30am to 11:30am

NEXT MEETING TOPICS

- Status update or presentation on the Cape Fear River Basin Plan
- Pre-treatment Program Update
- Emerging Contaminants Update

Meeting was adjourned.