

**Lower Neuse Basin Association®/Neuse River Compliance Association®
February 2, 2017, Meeting Minutes
City of Raleigh, N.C.**

Attending:

Donald Smith	Town of Cary	Marty Stone	Town of Apex
John Cratch	Town of Apex	Jeff White	Dupont - Kinston
Fred Dancy	SGWASA	Emily Elmore	City of Kinston
Paul Allen	Town of Benson	Barry Parks	City of Wilson
Tim Webb	City of Havelock	Jimmy Pridgen	City of Wilson
T. J. Lynch	City of Raleigh	Danny Lassiter	CWS, Inc.
James Warren	Town of Clayton	Chuck Smithwick	Contentnea MSD
Dan Wall	Johnston County	Mike Graham	Duke Energy Progress
Steve Tedder	TFC/EMC	Mike Wagner	City of Goldsboro
Rusty Hayes	Craven County	William Simpson	Town of Clayton
Mark Vander Borgh	DEQ DWR WSS	Adam Stephenson	Town of Fuquay-Varina
David Huffman	DEQ DWR	Dan McLawhorn	City of Raleigh
Kenny Stevens	City of Kinston	Glenn Dunn	Poyner & Spruill
Haywood Phthisic	LNBA/NRCA	Jay Sauber	Water Quality Consultant
John Craft (call in)	Town of LaGrange	Timothy Lawrence (call in)	MCAS-CH

The Chair, Dan McLawhorn, called the meeting to order and welcomed everyone. The roll was called and there were 15 of 18 members present representing the LNBA and 18 of 22 members present representing the NRCA. There was a quorum present for both association. Guests were introduced and recognized.

Board Minutes – The Board Minutes from the November 3, 2016 meeting were presented for approval. With no revisions, the minutes were approved as presented.

LNBA Sampling Committee Report – Work on the Lower Neuse River Monitoring Service Contract No. 5 with Environment I continues. All sampling was completed by Environment 1 in November, December, and January, 2017 except as noted below. Data sets have been received through November, 2016 and loaded on the website. All invoices through December, 2016 have been processed and paid.

November, 2016 – All samples collected and analyzed per MOA. J7850000 (11/30/16) was sampled from the bank because the boat ramp was displaced during Hurricane Matthew.

December, 2016 - All samples were collected and analyzed per MOA requirements. These results are in the data review stage.

January, 2017 - All samples were collected per MOA requirements. No exceptions noted.

Treasurer's Report - The Treasurer's Reports for November, December 2016, and January 2017 were presented by Donald Smith, Treasurer. As of January 27th the LNBA account balances were \$144,742.35 and NRCA account balances are \$166,326.69. Barry Parks made a motion to approve the reports as presented, seconded by Chuck Smithwick, and approved by the Board.

Proposed Budget and Membership Fees for FY 2017-18 – Haywood presented the Finance Committee’s (Barry Parks, Donald Smith, Chuck Smithwick, and Haywood Phthisic) recommended budget and membership fee schedule for FY 2017-18. No increase was recommended in the LNBA budget or fee schedule. For the NRCA the committee recommended funding at the same level as the current year and funding the ModMon Program in the amount of \$5,000.00 with funds from fund balance. Following discussion, John Craft made a motion to approve the Finance Committee’s recommendation, seconded by T. J. Lynch, and approved by the Board.

LNBA/NRCA Website Data and Information – Haywood reviewed the current operating status and access to information and data on the website. The Board minutes, agendas, the sampling information/data require logging in to the website to access (as previously designated by the Board). Haywood noted that the Board Minutes, meeting presentations, comment letters, and agenda packages are available on the website (on “Meetings Calendar” page). The meeting page serves as a permanent library for files of the associations and Haywood’s request/recommendation to the Board is to make this information available without requiring a log in (the monitoring data would require log in to access). Following discussion, T. J. made a motion to remove the log in requirement on the above information, seconded by Barry Parks, and approved by the Board.

Officer Selection Committee Appointments – Dan appointed T.J. Lynch, John Cratch, and Kenny Stevens to serve on the Officer Selection Committee. The committee is to meet and make a recommendation for officers at the May meeting.

NRCA Nitrogen Cost Capital Investments – Haywood presented an updated capital cost summary created from member input and noted that he will be requesting cost information to bring the summary up to date.

Craven County Water Treatment Facility – Rusty Hayes with Craven County made a presentation to the Board on their new water treatment facility that will be ready for operation in the near future.

Proposed By-Law Revisions – The By-Laws Committee (James Warren, Tim Webb, and Haywood Phthisic) reported on three revisions for the Board’s consideration:

Appointments: Expand the designation of board members to include a Director, Alternate 1, and Alternate 2.

Quorum: Revise the quorum to allow meeting to proceed with 40% of the membership is present. In order to take action on any agenda items, 50% of the membership is required for a quorum.

Voting: Clarify the voting responsibility of Director/Alternate when a Director is serving as Chair. The Alternate 1 or Alternate 2 will be recognized as the voting party in this case.

Following discussion by the Board, James Warren made a motion to approve the revisions, seconded by Kenny Stevens, and approved by the Board.

Comments on EPA Revised 303(d) Listing and Algal Toxins – EPA recently has sought public comment on the revised 303(d) and also an algal toxin for recreational ambient water quality criteria. Dan and Jay Sauber reviewed the draft letters on each issue. Following discussion by the Board, Tim Webb made a motion to send the comments on both issues, seconded by Kenny Stevens, and approved by the Board.

Executive Director Notes – Haywood reported the NRCA annual report is underway for 2016 followed by preparation of the LNBA's Annual Report. The Training Workshop Committee will begin work in the near future. A reminder to members to sign the register for continuing education hours before leaving the meeting today.

The next meeting is scheduled for May 4, 2017 at 10:00 hosted by the City of Kinston. With no further business the meeting was adjourned.