

Triangle Water Supply Partnership Meeting Minutes

October 2, 2020

9:30 to 11:30

Location: Microsoft Teams Meeting



Agenda items

<p>9:30 — 9:35</p>	<p>The meeting began at 9:30am.</p> <p>Attendees:</p> <p>Sarah Braman, Town of Cary Don Greeley, City of Durham Jen Schmitz, TJCOG Kevin Irby, CDM Smith Vicki Westbrook, City of Durham Marie Strandwitz, Town of Hillsborough Syd Miller, City of Durham Matt Echols, Town of Apex Chris Sandt, Orange County Brenan Buckley, Brown and Caldwell Ben Mills, Town of Apex Chris Kennedy, Town of Pittsboro Chris Belk, Freese and Nichols Chris Summerlin, Chatham County Chris Windley, CGS Conveyance Coleman Olinger, OWASA David Hardin, Town of Apex Katie Davidson, Dewberry Todd Davis, Hazen and Sawyer Elizabeth Goodson, Town of Holly Springs Kim Rineer, Johnston County Ruth Rouse, OWASA Jamie Revels, Town of Cary Mark Spanioli, Town of Morrisville Jeff Adkins, HDR Stephen Leitch, CGS Conveyance Steve Ward, Harnett County Tom Tant, Hazen and Sawyer Jeff Thompson, Black and Veatch Whit Wheeler, Raleigh Water Craig Benedict, Orange County</p>
<p>9:35 — 9:45</p>	<p>Administrative Considerations</p> <p>Action items from previous meeting</p>

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- Jen has collected designated points of contact for Hazen and Sawyer regional interconnections model

Review and adoption of minutes from August meeting

- No comments on minutes
- Note that only open session minutes will be posted; members can ask for closed session minutes if desired
- Ruth moves, Sarah seconds approving minutes. None opposed.

Invoicing for FY21

- Will send note of outstanding invoices to Admin Committee; Maya will be the point person for this in the next few weeks; most have been paid

Input on PFAS presentation from Cohen Milstein

- Syd asks: This is a law firm, not an engineering firm, correct? Consider whether this would be most relevant for this group
- Maya: That is correct. Will find out more information next week as they may likely present to UCFRBA TAC; can share further information with TWP
- Ruth: As TWP focuses more on water supply, this firm's presentation might be more appropriate for TAWSMP and TAC (Sarah agrees)
- Kim: Recommends those who are interested check out the PFAST network webinars

Overview of Technical Committee work

- Syd: The Regional Interconnection Model will be focus of Technical Committee over the next few months. For duration of this project, we would like full participation of all members on Technical Committee—specifically Harnett and Johnston County since these systems are new in the model.
- Kim volunteers to be on the Technical Committee for Johnston County
- Steve volunteers Shane Cummings to be on the Technical Committee for Harnett County
- Chris Sandt will talk with Craig Benedict about Orange County rep for Technical Committee (probably will be Chris)
- The other big project the Technical Committee will be discussing is the update of Regional Water Supply Plan
- Don requests an update for the group on Jen's transition.
- Jen: Maya will manage the Technical Committee, so be sure to work with her over the next month or so until Jen's position is filled.
- After new Water Resources Principal Planner is hired, they will be the point of contact and Maya will continue in support role.

9:45 — 10:00

Regional Interconnection Model Update

Todd Davis gave a high-level overview of Hazen and Sawyer's approach to updating the regional model (see also attached presentation.)

Phase 1: Hazen's team of modelers introduced at the last Full Partnership meeting are familiar with many of these systems and will work on updates for all of them concurrently, with the aim of finishing it in this calendar year.

Last meeting: Reviewed status of each model and input needed from each partner

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	<p><u>Schedule:</u></p> <p>End of December 2020: Update regional model to current conditions</p> <p>Dec 2020 – April 2021: Complete Field Testing and Calibration</p> <p>April 2021: Begin Phase 2</p> <p>Phase 2: Model scenarios</p> <p><u>Next steps:</u></p> <ol style="list-style-type: none"> 1. Reaching out to individual partners for updated models 2. Hazen to coordinate 1:1 meetings with partners, to get into the guts of the models, as well as confirm what questions members want to answer/scenarios members want to run with the model 3. Calibration planning
<p>10:00 — 10:10</p>	<p>Overview of 2020 ELGL Water Resource Cohort</p> <p>Maya gave an update about takeaways from the short course she completed through the Engaging Local Government Leaders (ELGL) network to be able to better serve this group (see slides for more information.)</p> <p>She put together a PDF Portfolio of resources that may be useful for TWP partners, from AWWA, Raftelis and others. These include guides for risk communication and equitable engagement as well as overviews of various utility financing case studies/considerations from around the country.</p> <p>Maya asks: Would anyone be willing to speak at TJCOG's December 10th Smart Growth/Water Resources Collaborative meeting about challenges of declining revenues due to nonpayment? This group is an informal network to share ideas and resources chaired by elected officials and attended by staff from various departments. Per Commissioner Jacobs and Mayor Cawley, (chairs of Smart Growth and Water Resources Collaboratives) the December meeting will focus on resiliency and greatest needs to get the region's economy on track during and post-COVID.</p> <p>Vicki Westbrook offered to connect Maya with several Durham and Cary staff associated with AWWA-WEA who could potentially speak at this meeting. Ruth Rouse volunteered Mary Tiger to speak.</p>
<p>10:10 — 10:40</p>	<p>Overview of Western Intake Partnership Project</p> <p>Jeff Adkins briefed the group on HDR's work on the Western Intake Partnership (see attached presentation for more detail.)</p> <p>OWASA purchased Seaforth Property on Jordan Lake in 1989; Water Intake Site Investigation in 1991 to consider appropriate intake location, feasibility studies in 2014, 2018</p> <p>Residential development adjacent to the property is causing pressure on moving forward with this project. Preferred intake location is the furthest south of those illustrated in presentation.</p> <p>Currently in Phase 1: Preliminary engineering and permitting (2020-2023.) Hope to have the project online by 2031</p> <p>Phase 1 schedule overview- Environmental review approach in 2020, advertising projects for consultants in 2021</p> <p>Environmental permitting: Decision about EA/EIS not made yet</p>

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Schedule for RFQs/RFPs:

- WIP confirming project scope/schedule this October
- Will draft/revise RFQs/RFPs by December; aim to post early January
- Durham to administer, establish MBE/WBE requirements
- Once first RFQ posted, will bring out additional ones every 4-6 weeks
- Hope to provide another update at next TWP meeting in December

Jeff Adkins: Partners will discuss next week whether prior studies can be posted sooner or at time of RFQs

Jeff Adkins: Wanting to be as proactive and up-front as possible; not looking for individual phone calls to get more information than posting publicly.

Questions:

Jeff Thompson: The early RFQ will be for intake and transmission main engineering; are the other RFQs are in no particular order at this point?

Jeff Adkins: Correct at present; the order will be finalized by later this month

Jeff Thompson: Will environmental permitting be a separate contract?

Jeff Adkins: Yes

Brennan Buckley: Any guidance on accessing areas to our do own investigation?

Jeff: A reasonable question – no answer at this point; will decide as develop scope/RFQs, and will share this info with everyone.

10:50 — 11:20

Around the Table

Ruth Rouse asked for Partner input on the following matters related to COVID:

Water Quality Monitoring – Entering Homes?

Apex – most WQ stations are outside, not going into any residential homes at this time.

Durham – Suspended in-home Water Quality Testing. Work with customers via phone consult for WQ issues and WUAs; if need to sample at a customer's home for water quality, are using an outside spigot. If the caller specifically states that their child had an elevated blood lead level, we will make arrangements (we have had 4).

Cary – they have network of outdoor sampling locations. They have done some limited sampling at homes for special needs.

Harnett County – are not entering homes; most of their WQ stations are outside.

Hillsborough – typically use outside sampling stations; if need to sample at house, are using a hose bib yet the water plant staff has entered houses on occasion and they wear a mask.

Raleigh – all their regular sampling stations are outside. Staff take their vehicles home and go directly to field sites to minimize congregating at operations centers.

OWASA has not entered homes for sampling since March

Health Screenings

Durham – has mobile app with questions employees fill out; no temperature checks

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Cary – do temperature checks at remote facilities (plants); used in conjunction with screening questions

Harnett County – no temperature checks

Hillsborough – staff to do self-monitoring, illness report if exposed

Johnston County – makes thermometers available to employees, but don't require their use

Raleigh – do wellness checks which include temperature. Afterward you get a colored armband that shows other employees that you were screened. Not sure how effective it is but may provide some peace of mind to employees.

OWASA does not require health screenings.

Work from Home

Apex, Holly Spring, Cary, Harnett, Hillsborough, Johnston County (Engineering folks in utilities), Raleigh, OWASA, Chatham County – all employees who can work remotely are continuing to do so. Cary's employees will continue to work remotely at least through February.

Raleigh has developed a new work from home policy as a result of COVID that will extend beyond pandemic. They are allowing any employee who is able to do so to continue to work remotely indefinitely.

Hillsborough – Staff who can are working from home. Cashier's office is largely closed but do allow some limited in-person payments by appointment.

Cary – plant and D&C employees have variety of work schedules to accommodate family needs.

Apex – operations staff do remote staging (have trucks at home and report directly to work site).

Harnett Co – providing flexible schedules to staff who cannot work remotely when needed for kids.

Raleigh – plant and D&C staff report directly to work location (take trucks home).

OWASA's plant, D&C, maintenance staff are all back to work full time. Working staggered hours. Are trying to accommodate parental schedules to extent possible. Did provide 40 hours of COVID leave to all employees that can be taken in 1-hour increments; this can be used to care for children.

Durham – Operations units returned to normal schedules in May; site administrative support staff and engineering staff were requested to return to work site full-time mid-June. Allowances have been made for continuing telework schedules as needed for school/child-care and medical concern. However, all City facilities remain closed to the public.

Johnston County - Essential staff have alternate days when allowed in office. Staff at WWTP are down to three people for the next two weeks, so will be alternating 8-hr shifts.

City Hall/In-Person Customer Billing

Durham – The City Hall lobby reopened to the public on a limited schedule early in August.

Currently, the hours are Tuesday – Thursday, 9 am to 3 pm. The front desk is staffed by our Durham One Call Manager who refers customers to appropriate options. We have very limited (2 to 3 staff – rotating basis) who accept CASH payments at the Cashiering counter. The remainder of our Customer Billing staff are teleworking. Modifications will have to be made to some of the workspaces before bringing any staff back that do not have separate office space.

Holly Springs and Apex - Town hall is open for utility bills to be paid in person however we do still encourage our online and drop box payment methods too.

Johnston County - Office has restricted public access (customers cannot go beyond the lobby area). In the lobby, they can leave payments and other correspondence in a "drop box," and there is a locked drop box outside with 24 hour access. We are not taking payments in-person. However,

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customers in the lobby area can call a customer service representative for assistance completing an "Application for Service." We are temporarily waiving the online and pay-by-phone transaction fee for utility payments to encourage online payments, until our office is open for in-person service. Our customer service staff is working in the office in order to process payments, answer phones and process applications for service. Currently have 4 customer service representatives quarantined for 2 weeks due to a positive COVID case in our office.

Hillsborough - Town Hall remains closed except for finance department which is now allowing in-person bill paying and similar, by appointment only.

OWASA does not require health screenings.

General Updates:

Ruth Rouse, OWASA: Took Long Range Water Supply Plan to Board in August; agreed best suite alternatives are Jordan Lake alternatives. Have an internal OWASA policy that limits ability to access Jordan Lake only when in declared water shortage as defined by water shortage response plans. Working with Board to modify this policy.

After November 2018 main break, had recommendations about resilience/reliability studies for distribution system at WTP; these studies are starting now.

Ben Mills and Mark Spanioli, Morrisville: No updates.

Chris Summerlin, Chatham County: Have an RFQ out for a Risk and Resilience Plan, as well as an RFP out for lagoon dredging at our Water Treatment plant and an RFP out for an altitude valve at one of our tanks.

Chris Sandt, Orange County: Lake Orange Dam CIP design ongoing, anticipate construction December/January. Eno River flowing at 44 cfs at Hillsborough gage. No withdrawal restrictions.

David Hardin and Matt Echols, Apex: Finishing risk and resilience analysis, starting emergency response plan, just got a new elevated tank.

Elizabeth Goodson, Holly Springs: Major reorganization: Holly Springs now has a utility and infrastructure group and a development services group. Her role is changing to more development services. There will be a different engineer at these meetings going forward as they backfill her position. Holly Springs has put the risk and resilience plan out for RFQ and is currently making selection along the same timeline as her transition.

Don Greeley, Durham: Have not changed much about operations; most of staff is back except for those with health risks who are working remotely. Staff with school-aged children are working a combined schedule.

Vicki Westbrook, Durham: Construction update: Durham staff have moved into the Compliance Services Building which houses the state-certified Water & Wastewater Lab as well as the Industrial Waste Control/ FOG staff: <https://www.youtube.com/watch?v=lqgU2Pv8rjY&feature=youtu.be>. Made it through lab and pretreatment audits while moving in. Finally pouring concrete at Mist Lake.

Syd Miller, Durham: Completed and certified risk and resilience assessment; finishing up and certifying emergency response plan. In the middle of long-range water resource plan; developing water use sector by sector models, to be used to assess current and potential future water conservation programs.

Thanks to Orange County/Chris Sandt, have collected information on potential reclassification of Eno River so that Durham could develop a new intake and refill Teer Quarry. Reclassification would be an 18-month process.

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Jamie Revels, Cary: Cary has received emergency management and source water risk and resilience plan certification; thanks partners for their collaboration. Construction is starting for a big aeration improvements project at North Cary Water Reclamation Facility.

Sarah Brahman, Cary: Next round of CAMPO long-range planning with TJCOG has begun; Cary planning staff has begun to get involved. Finalized based on assumptions in 2019...trying to be more proactive this year, QC-ing place types sewer basin by sewer basin, to ensure it is as accurate as possible for master planning processes.

Jen: We had loosely planned on a Community Viz update to this group at some point. Would that be timely now?

Sarah: If all goes according to plan, there is a pending deadline of the end of the year for when towns must submit their forecasted capacity. It may be helpful to have an update soon, or along the way, as milestones come up.

Jen: Will add this to administrative committee list for potential inclusion in December meeting.

Steve, Harnett County: Certified emergency response plan completed this week.

Marie Strandwitz, Hillsborough: The last component of reservoir road raising is happening now. Plan to do some in-town interconnections with OWASA 16" main for normal use, which will involve a booster pump station to receive water. 16" main has had some issues with breaks lately and is near gas station; concerned soil could be corrosive so looking into some rehabilitation of this main.

Doing redundancy analysis for water distribution model in case of main breaks. Worked with Durham to renew mutual aid agreement for interconnections, which went into effect October 1. Still going back and forth with the NC DPS about putting a monitor on a dam at the reservoir. Will need some type of agreement.

Kim Rineer, Johnston County: 2 mgd expansion of WTP to be completed in next few months. New greenfield wastewater treatment plant to start construction in next year. Long-Range Water Supply study going on; talking to neighbors about purchasing; an ongoing process.

Long-Range Water Supply study going on; talking to neighbors about purchasing; an ongoing process.

Whit Wheeler, Raleigh: Have certified Emergency Management and Source Water Risk and Resiliency plans. Many construction projects going on.

11:20 — 11:30

Meeting wrap up

Action items:

- Maya will send out all presentations
- Technical Committee list has been updated with new volunteers

The meeting adjourned at 11:18am.

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