



Agenda

Water and Sewer Advisory Committee Joint Meeting with Board of Commissioners Final Meeting

7:00 PM Feb. 6, 2025

Board Meeting Room, Town Hall Annex, 105 E. Corbin St.

Public Charge

The Town of Hillsborough's Water and Sewer Advisory Committee pledges to the citizens of Hillsborough its respect. The committee asks citizens to conduct themselves in a respectful, courteous manner with the committee and with fellow citizens. At any time should any member of the committee or any citizen fail to observe this public charge, the chairperson or the chairperson's designee will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the chairperson or the chairperson's designee will recess the meeting until such time that a genuine commitment to this public charge is observed.

1. **Call to order and welcome of Mayor, Commissioners and Guests**
2. **Agenda changes and approval**
3. **Joint Meeting with Board of Commissioners**
 - A. Recognition of the Water and Sewer Advisory Committee's last meeting
 - B. Presentation of Proclamations appreciating members
 - C. WSAC member and staff liaison final thoughts, if any
4. **Minutes review and approval**
 - A. December minutes
 - B. February minutes (prepared in real time during meeting)
5. **Final Adjournment**
6. **Cake and refreshments**

Interpreter services or special sound equipment for compliance with the Americans with Disabilities Act is available on request. If you are disabled and need assistance with reasonable accommodations, call the Town Clerk's Office at 919-296-9443 a minimum of one business day in advance of the meeting.

101 E. Orange St., PO Box 429, Hillsborough, NC 27278
919-732-1270 | www.hillsboroughnc.gov | @HillsboroughGov



PROCLAMATION

Recognizing Water and Sewer Advisory Committee Chair Jenn Sykes

WHEREAS, Jenn Sykes served this community as a member of the Water Sewer Advisory Committee starting in October 2017 to current, and has been an enthusiastic and reliable member of the Water and Sewer Advisory Committee; and

WHEREAS, she has given generously of her time and talents to raise community interest in Hillsborough's water and sewer system and has greatly contributed to the Committee's effectiveness; and

WHEREAS, the committee has existed for nearly 25 years and has addressed numerous water and sewer and policy needs that benefit the town's water customers and water fund and will now be disbanding today as its purpose as first created is complete; and

WHEREAS, as the committee convenes for its final meeting, we acknowledge and celebrate Jenn Sykes for her dedication and the positive impact she has made;

NOW, THEREFORE, the Hillsborough Board of Commissioners and Mayor Mark Bell, do hereby recognize Jenn Sykes, commending her for her many contributions to the progress of this community relating to Hillsborough's critical water resource and enterprise fund, and on behalf of the residents of Hillsborough extend our deep and sincere appreciation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 6th day of February in the year 2025.

Mark Bell, Mayor
Town of Hillsborough



PROCLAMATION

Recognizing Water and Sewer Advisory Committee Vice-Chair Daniel Rawlins

WHEREAS, Daniel Rawlins served this community as a member of the Water Sewer Advisory Committee starting in October 2017 to current, and has been an enthusiastic and reliable member of the Water and Sewer Advisory Committee; and

WHEREAS, he has given generously of his time and talents to raise community interest in Hillsborough's water and sewer system and has greatly contributed to the Committee's effectiveness; and

WHEREAS, the committee has existed for nearly 25 years and has addressed numerous water and sewer and policy needs that benefit the town's water customers and water fund and will now be disbanding at the end of February 2025 as its purpose as first created is complete; and

WHEREAS, as the committee convenes for its final meeting, we acknowledge and celebrate Daniel Rawlins for his dedication and the positive impact he has made;

NOW, THEREFORE, the Hillsborough Board of Commissioners and Mayor Mark Bell, do hereby recognize Daniel Rawlins, commending him for his many contributions to the progress of this community relating to Hillsborough's critical water resource and enterprise fund, and on behalf of the residents of Hillsborough extend our deep and sincere appreciation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 6th day of February in the year 2025.

Mark Bell, Mayor
Town of Hillsborough



PROCLAMATION

Recognizing Water and Sewer Advisory Committee Member Mo Rasheed

WHEREAS, Mo Rasheed served this community as a member of the Water Sewer Advisory Committee starting in April 2023 to current, and has been an enthusiastic and reliable member of the Water and Sewer Advisory Committee; and

WHEREAS, he has given generously of his time and talents to raise community interest in Hillsborough's water and sewer system and has greatly contributed to the committee's effectiveness; and

WHEREAS, the committee has existed for nearly 25 years and has addressed numerous water and sewer policy needs that benefit the town's water customers and water fund and will now be disbanding at the end of February 2025, as its purpose as first created is complete; and

WHEREAS, as the committee convenes for its final meeting, we acknowledge and celebrate Mo Rasheed for his dedication and the positive impact he has made;

NOW, THEREFORE, the Hillsborough Board of Commissioners and Mayor Mark Bell, do hereby recognize Mo Rasheed, commending him for his many contributions to the progress of this community relating to Hillsborough's critical water resource and enterprise fund, and on behalf of the residents of Hillsborough extend our deep and sincere appreciation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 6th day of February in the year 2025.

Mark Bell, Mayor
Town of Hillsborough



PROCLAMATION

Recognizing Water and Sewer Advisory Committee Member Barry Weston

WHEREAS, Barry Weston served this community as a member of the Water Sewer Advisory Committee starting in March 2019 to current, and has been an enthusiastic and reliable member of the Water and Sewer Advisory Committee; and

WHEREAS, he has given generously of his time and talents to raise community interest in Hillsborough's water and sewer system and has greatly contributed to the Committee's effectiveness; and

WHEREAS, the committee has existed for nearly 25 years and has addressed numerous water and sewer and policy needs that benefit the town's water customers and water fund and will now be disbanding at the end of February 2025 as its purpose as first created is complete; and

WHEREAS, as the committee convenes for its final meeting, we acknowledge and celebrate Barry Weston for his dedication and the positive impact he has made;

NOW, THEREFORE, the Hillsborough Board of Commissioners and Mayor Mark Bell, do hereby recognize Barry Weston, commending him for his many contributions to the progress of this community relating to Hillsborough's critical water resource and enterprise fund, and on behalf of the residents of Hillsborough extend our deep and sincere appreciation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 6th day of February in the year 2025.

Mark Bell, Mayor
Town of Hillsborough



PROCLAMATION

Recognizing Water and Sewer Advisory Committee Member Steed Robinson

WHEREAS, Steed Robinson served this community as a member of the Water Sewer Advisory Committee starting in April 2022 to current, and has been an enthusiastic and reliable member of the Water and Sewer Advisory Committee; and

WHEREAS, he has given generously of his time and talents to raise community interest in Hillsborough's water and sewer system and has greatly contributed to the Committee's effectiveness; and

WHEREAS, the committee has existed for nearly 25 years and has addressed numerous water and sewer and policy needs that benefit the town's water customers and water fund and will now be disbanding at the end of February 2025 as its purpose as first created is complete; and

WHEREAS, as the committee convenes for its final meeting, we acknowledge and celebrate Steed Robinson for his dedication and the positive impact he has made;

NOW, THEREFORE, the Hillsborough Board of Commissioners and Mayor Mark Bell, do hereby recognize Steed Robinson, commending him for his many contributions to the progress of this community relating to Hillsborough's critical water resource and enterprise fund, and on behalf of the residents of Hillsborough extend our deep and sincere appreciation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 6th day of February in the year 2025.

Mark Bell, Mayor
Town of Hillsborough



PROCLAMATION

Recognizing Water and Sewer Advisory Committee Member Grace Beeler

WHEREAS, Grace Beeler served this community as a member of the Water Sewer Advisory Committee starting in February 2023 to current, and has been an enthusiastic and reliable member of the Water Sewer and Advisory Committee; and

WHEREAS, she has given generously of her time and talents to raise community interest in Hillsborough's water and sewer system and has greatly contributed to the Committee's effectiveness; and

WHEREAS, the committee has existed for nearly 25 years and has addressed numerous water and sewer and policy needs that benefit the town's water customers and water fund and will now be disbanding at the end of February 2025 as its purpose as first created is complete; and

WHEREAS, as the committee convenes for its final meeting, we acknowledge and celebrate Grace Beeler for her dedication and the positive impact she has made;

NOW, THEREFORE, the Hillsborough Board of Commissioners and Mayor Mark Bell, do hereby recognize Grace Beeler, commending her for her many contributions to the progress of this community relating to Hillsborough's critical water resource and enterprise fund, and on behalf of the residents of Hillsborough extend our deep and sincere appreciation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hillsborough to be affixed this 6th day of February in the year 2025.

Mark Bell, Mayor
Town of Hillsborough

Minutes

WATER AND SEWER ADVISORY COMMITTEE

Regular meeting

7 p.m. Dec. 5, 2024

Board Meeting Room of Town Hall Annex, 105 E. Corbin St.



Present: Chair Jenn Sykes, Vice Chair Daniel Rawlins, Members Mo Rasheed and Barry Weston, and Commissioners Meaghun Darab and Robb English

Absent: Members Grace Beeler and Steed Robinson

Staff: Environmental Engineering Supervisor Bryant Green

1. Call to order and welcome of guests

Chair Jenn Sykes called the meeting to order at 6:58 p.m. She took roll and confirmed the presence of a quorum.

2. Agenda changes and approval

There were no changes to the agenda.

Motion: Vice Chair Daniel Rawlins moved to approve the agenda as submitted. Member Mo Rasheed seconded.

Vote: 4-0.

3. Minutes review and approval

Minutes from regular meeting on Oct. 3, 2024.

This item was tabled to give members enough time to review the minutes before approving.

4. Updates

A. Utilities status report

Environmental Engineering Supervisor Bryant Green presented the utilities status report. Discussion on presented topics included:

- A federal judge has ruled that the Environmental Protection Agency must re-evaluate its recommended fluoride dosing.

B. Rate model and financing - Raftelis to analyze the rate structure

Green reported that the town has amended its contract with Raftelis to assess different billing structures to be more equitable and endure more financial stability. Staff have an initial rate model from last year's budget cycle. When Raftelis has some alternative models set up, staff hope to have a budget retreat to review the options.

C. Capital Improvement Plan updates

The Capital Improvement Plan deadline for internal staff was moved up to Nov. 8, a month earlier than usual, so those projects can be included in the rate model scenarios. Costs have gone up all around, and Green reported that staff updated the Capital Improvement Plan to reflect that. The plan will be formally

presented in the budget retreat and as part of the budget cycle. There was discussion of the impact of potential new tariffs. Green said the cost estimates do not include tariff impacts, but that two of the biggest line items have buy-American requirements, so the town is insulated to some degree because of that.

5. Discussion

A. Vote on ad hoc committee

The committee discussed the possibility of shifting to an ad-hoc committee. The committee members agreed bi-monthly meetings seem unnecessary at that point and that an ad hoc committee convened to address specific issues as they arise would probably be the best solution.

It was pointed out that staff capacity is limited right now and there is a large volume of work to take care of, and that the structure of the committee in its current form requires a lot of staff time and attention.

There was discussion of how an ad hoc committee might work. Examples for potential topics included fluoride, securing bonds, the town's debt ratio, and changes to chemical requirements. It was suggested that an ad hoc committee could function as an advisory group made up of a pool of interested people. When convened, those who were available would attend the meetings, and there would not be quorum requirements.

Motion: Rawlins moved to disband the Water and Sewer Advisory Committee as it is currently constituted and to form a separate ad hoc group, to be determined by town staff and Board of Commissioners. Member Barry Weston seconded.

Vote: 4-0.

B. Fluoride/Lead

Fluoride

The committee discussed the recent ruling that the Environmental Protection Agency must re-evaluate the recommended fluoride dosage. Green provided some background info on the town's history of fluoride dosing and the probable response from Durham and Orange Water and Sewer Authority. Green said the staff recommendation agrees with the committee's opinions. There was discussion of the logistics of how fluoride might be removed from the system if the town were to stop dosing.

Lead

There was discussion of whether the town ought to pay for customer-side lead service line replacements or not, and how much data the town ought to collect to estimate how many service lines will need replacement. Green said half of the town's service lines are of an unknown material, which makes it hard to commit one way or the other. He noted that funding is dependent on a municipality committing to funding all the needed replacements. There was discussion of how statistics can be used to develop an estimate of how many lines are made of lead.

6. Reports from Meetings

A. Meeting Oct. 14 (Beeler/Robinson)

Member Grace Beeler was not present to report on this meeting.

B. Meeting Oct. 17 (Sykes/Rawlins)

Sykes reported that this meeting was not posted on YouTube

C. Meeting Oct. 28 (Robinson/Rasheed)

Member Steed Robinson was not present to report on this meeting.

D. Meeting Nov. 12 (Rawlins/Weston)

Rawlins reported that there was a little bit of discussion about water and sewer when the board discussed how the Paliouras area by the Sheetz is prime real estate for commercial property rather than needing apartments on that site.

E. Meeting Nov. 25 (Rasheed/Beeler)

Rasheed reported that the board did not meet quorum, so no actions were taken at the meeting. It has been rescheduled for Dec. 9.

7. Assignments for Board of Commissioners meetings

Green noted that the meeting dates listed in the agenda were incorrect. He said he would send an update with new assignments via email.

8. Future agenda items

Green said he would email the committee a report about the Board of Commissioners' discussion, noting that the transition to an ad hoc committee will be an item on the January agenda.

Commissioner Robb English expressed appreciation to the committee for their time, feedback, and opinions, and for thoughtfully considering the future of the committee.

No other future agenda items were discussed.

9. Adjournment

Motion: Weston moved to adjourn the meeting. There was no second.

Sykes adjourned the meeting at 7:43 p.m. without a vote.

Respectfully submitted,

Bryant Green
Environmental Engineering Supervisor
Staff support to the Water and Sewer Advisory Committee

Approved: Feb. 6, 2025