

Wastewater Study Commission

Northeast Chatham

Meeting 3

March 28, 2022

6:00 – 8:00 p.m.

Via Teams





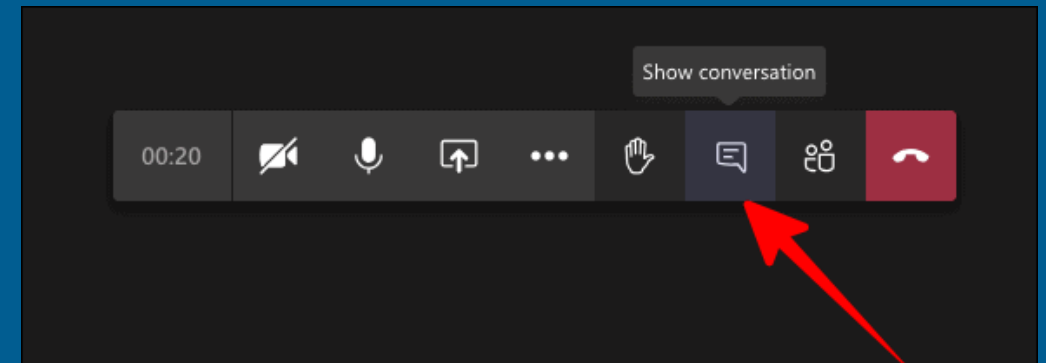
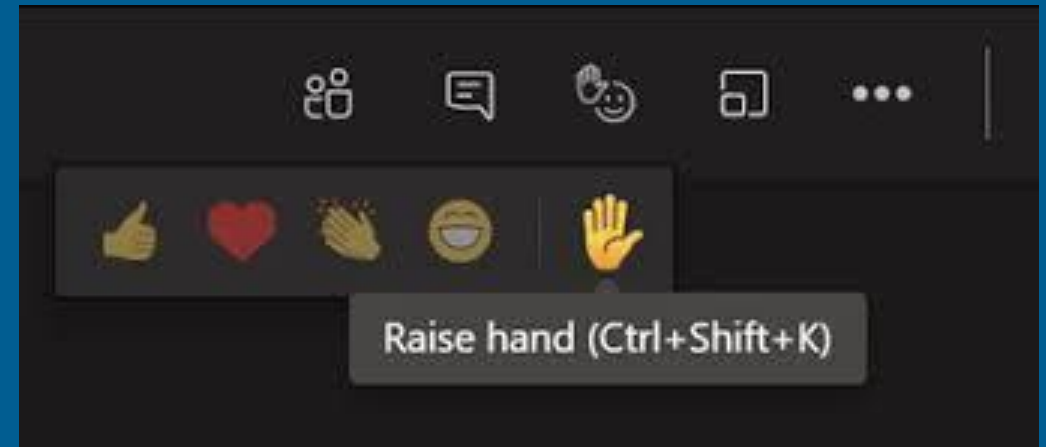
Welcome &
Opening
Remarks

Operating Norms

- RESPECT
 - We respect each other & those responsible for current WW treatment in the service area
 - We're always on time (starting & finishing)
 - We're always prepared
 - We're always present
- COMMUNICATIONS
 - We listen and are openminded, valuing contributions & perspectives of others (avoid sidebar conversations)
 - When speaking we stay on point and are concise
 - We allow others to speak (avoid talking over)
- TRUST
 - We are honest and act with integrity, always
 - We have each others back
- COLLECTIVE RESPONSIBILITY
 - We are committed to each other
 - We succeed together
 - We are unselfish & contribute to better collective solutions
- FLEXIBILITY
 - We learn from others
 - We don't let biases influence behaviors & decisions
 - We don't complain
- ENTHUSIASM
 - We work hard & have fun
- PRIDE
 - We have a positive impact on our Community, the Study Commission & each other



Virtual Meeting Etiquette



Agenda

Welcome & Opening Remarks

Approve March 1, 2022, Minutes

Study Commission Journey

Commission Homework

Potential Wastewater Solutions

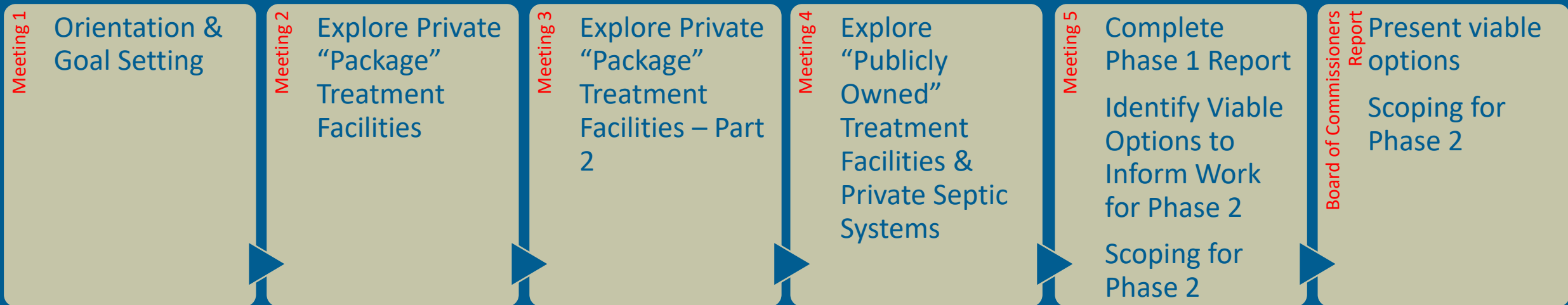
Capture Meeting Highlights for Board of Commissioners' Report

Closing Remarks


Adjourn

Approve March 1, 2022,
Minutes

Study Commission Journey: Phase 1 – Education & Option Exploration



Homework

- Average monthly wastewater collection/treatment fees for 14 Study Area facilities
 - Options to mitigate problems short/mid/long-term
 - Management
 - Odor Control
 - Responsiveness
 - NOV/SSOs
 - Collection systems operations/maintenance
 - Treatment systems operations/maintenance
- 

FY20-21 Monthly-Equivalent Residential Wastewater Bills at Various Consumption Levels (Includes Base Charges)

Utility / Rate Structure	Service Population	Oper. Revenue/ Oper. Expense (FY20 LGC Data)	Zero Gallons (0 cf)		3,000 Gallons (401 cf)		4,000 Gallons (535 cf)		5,000 Gallons (668 cf)		10,000 Gallons (1,337 cf)		15,000 Gallons (2,005 cf)	
			Inside	Outside	Inside	Outside	Inside	Outside	Inside	Outside	Inside	Outside	Inside	Outside
Apex	60,000 ¹	0.85	\$9.89	\$19.76	\$38.13	\$76.28	\$45.19	\$90.41	\$52.25	\$104.54	\$80.49	\$161.06	\$115.79	\$231.71
Aqua North Carolina	183,101 ¹		\$75.38		\$75.38		\$75.38		\$75.38		\$75.38		\$75.38	
Aqua North Carolina - Fairways and Beau Rivage	120,194 ²		\$46.49		\$53.81		\$55.64		\$57.47		\$64.79		\$73.94	
Asheboro	25,791 ¹	0.85	\$17.18	\$42.95	\$27.99	\$70.00	\$31.75	\$79.39	\$35.50	\$88.79	\$50.53	\$126.38	\$69.31	\$173.37
Burlington	52,034 ¹	1.15	\$5.16	\$10.32	\$20.64	\$41.28	\$25.80	\$51.60	\$30.96	\$61.92	\$51.60	\$103.20	\$77.40	\$154.80
Cary	192,250 ¹	1.24	\$3.32	\$4.98	\$43.84	\$65.78	\$53.97	\$80.98	\$64.10	\$96.18	\$104.62	\$156.98	\$155.27	\$232.98
Durham	282,343 ¹	1.13	\$8.65	\$17.30	\$32.12	\$64.25	\$37.99	\$75.99	\$43.86	\$87.72	\$67.34	\$134.67	\$96.68	\$193.36
Durham County	65 ¹	1.10	\$4.53		\$31.27		\$37.95		\$44.63		\$71.37		\$104.79	
Fuquay-Varina	30,474 ¹	1.07	\$14.20	\$28.40	\$38.52	\$77.04	\$44.60	\$89.20	\$50.68	\$101.36	\$75.00	\$150.00	\$105.40	\$210.80
Graham	14,308 ¹	1.00	\$5.97	\$28.75	\$23.88	\$46.66	\$29.85	\$52.63	\$35.82	\$58.60	\$59.70	\$82.48	\$89.55	\$112.33
Hillsborough	16,697 ¹	1.34	\$34.23	\$66.73	\$54.77	\$106.77	\$68.46	\$133.46	\$82.15	\$160.15	\$136.91	\$266.91	\$205.36	\$400.36
Holly Springs	38,500 ¹	1.25	\$12.50	\$25.00	\$30.94	\$61.88	\$36.13	\$72.26	\$42.47	\$84.96	\$69.00	\$138.08	\$107.34	\$214.75
Liberty	3,558 ¹	0.76	\$10.69	\$15.69	\$28.62	\$50.37	\$33.35	\$59.52	\$38.08	\$68.67	\$57.40	\$106.27	\$81.55	\$153.27
Mebane	15,284 ¹	1.06	\$6.56	\$13.12	\$26.24	\$52.48	\$32.80	\$65.60	\$39.36	\$78.72	\$65.60	\$131.20	\$98.40	\$196.80
OWASA	83,300 ¹	1.08	\$12.85		\$40.61		\$47.55		\$54.49		\$82.25		\$116.95	
Pittsboro	4,401 ¹	0.82	\$15.01	\$30.02	\$49.33	\$98.66	\$58.70	\$117.40	\$68.07	\$136.14	\$112.79	\$225.58	\$168.69	\$337.38
Raleigh, Garner, Rolesville, Wake Forest & Knightdale	603,000 ¹	1.69	\$12.11	\$19.72	\$36.33	\$68.17	\$42.39	\$80.28	\$48.44	\$92.39	\$72.67	\$140.83	\$102.95	\$201.39
Raleigh - Wendell	464,485 ²	1.69	\$13.31	\$22.13	\$52.77	\$101.00	\$62.64	\$120.72	\$72.50	\$140.44	\$111.97	\$219.31	\$161.29	\$317.90
Raleigh - Zebulon	464,485 ²	1.69	\$25.91	\$45.08	\$66.28	\$125.82	\$76.37	\$146.01	\$86.47	\$166.19	\$126.84	\$246.94	\$177.30	\$347.87
Ramseur	2,893 ¹	1.15	\$13.50	\$13.50	\$31.50	\$31.50	\$36.00	\$36.00	\$40.50	\$40.50	\$58.50	\$58.50	\$81.00	\$81.00
Randleman	5,950 ¹	1.18	\$10.86	\$21.72	\$30.71	\$61.42	\$38.65	\$77.30	\$46.59	\$93.18	\$78.35	\$156.70	\$118.05	\$236.10
Sanford	41,831 ¹	0.93	\$16.88	\$25.32	\$30.09	\$45.11	\$37.62	\$56.38	\$45.15	\$67.65	\$75.25	\$112.72	\$112.88	\$169.07
Siler City	8,501 ¹	0.00	\$14.75	\$29.50	\$32.75	\$65.50	\$37.25	\$74.50	\$41.75	\$83.50	\$59.75	\$119.50	\$82.25	\$164.50

Study Area Rates

- Bynum
- Chatham Water Reclamation Facility
- Cole Park Plaza
- Fearrington Village
- Nature Trails Mobile Home Park
- Briar Chapel
- Dogwood Veterinary Hospital
- Governors Club
- Jordan Lake SRA – Parkers Creek
- Legacy at Jordan Lake Conjunctive Utilization System
- The Preserve at Jordan Lake
- Tower Apartments
- Westfall

Study Commission Identified Potential Solutions

NE Chatham County Potential Wastewater Solutions

Developed by NE Chatham County Wastewater Commission and listed in random order

1. Status Quo – Current privately owned decentralized systems
 - Denser development - privately owned package plants built by developers discharging treated effluent into local streams or land application discharge via spray irrigation.
 - Less dense development – privately owned septic systems discharging underground.
2. Managed Decentralized system
 - Short-term transitional option; bridge from the current wastewater strategy to any future long-term options.
 - Utilize existing package plants and onsite systems with a new centralized management entity (e.g., county, public authority, public/private partnership).
3. Expanded Town of Pittsboro system
 - Extend service from Town of Pittsboro/Chatham Park system to NE Chatham County (15/501 corridor).
 - Could involve forming a public authority between Town of Pittsboro and NE Chatham County for wastewater¹.
4. Extended Town of Sanford system
 - Extend service from Town of Sanford to NE Chatham County (15/501 corridor).
 - Could involve forming a public authority between Town of Sanford, Town of Pittsboro and NE Chatham County for wastewater¹.
 - Could connect through the Moncure Mega-site to shorten pipeline needed to connect.
5. Expanded Siler City system
 - Extend service from Siler City to NE Chatham County (15/501 corridor).
 - Could potentially provide source of reclaimed water for agricultural/commercial uses in western Chatham County.
6. Extended OWASA system
 - Extend service from OWASA to NE Chatham County (15/501 corridor).
7. NE Chatham County Regional wastewater system
 - Build regional wastewater system for NE Chatham County.
 - Consider sizing of system for:
 - Projected new growth
 - Projected new growth and secondary treatment from existing package plants
 - Replacement of existing package systems, aging septic systems and projected new growth.
 - Would involve formation of either a public authority or a public/private partnership.

¹ Potential combinations of wastewater and existing or planned water systems not evaluated at this time.

² All solutions could involve phasing of actions.]

Potential Wastewater Solutions

Are the identified solutions the ones the Study Commission wants to recommend to the Board of Commissioners as “viable to inform work for Phase 2”?



Whiteboarding Exercise

Board of Commissioners Report Outline

Listing of Study
Commission Members

Study Commission
Charge – Capture viable
options to inform work
on Phase 2

Meetings Recap

Recommendations

Viable options

Scoping needs for
Phase 2

Capture
Highlights to
include in
Board of
Commissioners
Report



Closing

- Final Comments

Meeting Calendar

- January 31 ✓
- March 1 ✓
- March 28 ✓
- April 25
- May 23
- June 21 - BOC

6:00 – 8:00 p.m.



Thank You!

WASTEWATER STUDY COMMISSION FOR NORTHEAST CHATHAM

Tuesday, March 1, 2022

6:00 PM to 8:00 PM

Microsoft Teams

Draft Minutes

Roll Call: Scott Peck, Robert Waldrop, Perry James, Liz Rolison, Francis DiGiano, David Moreau, Victor D’Amato, James “Jim” Flood, Denise O’Gorman-Nowak, Jason Welch

All Members Present

(Members that came in later than roll call) = Halford House, Lee Bowman

Others Present:

Dan LaMontagne – Chatham County Manager

Charles Archer – Freese & Nichols

Jason Sullivan – Chatham County Planning Director

Kent Bruce – Freese & Nichols

Lindsay Ray – Chatham County Clerk to the Board of Commissioners

Welcome and Introductions

Co-Chair Liz Rolison called the meeting to order at 6:03 PM and performed a roll call.

Mr. Archer reminded members to use the ‘raise your hand feature’ to avoid speaking over one another.

Ms. Rolison stated all members should have received a draft of the first meeting’s minutes in an email. She asked if there were any revisions. Mr. Archer stated he had seen an email from Jim Flood with a request for revision. The Commission agreed Mr. Flood’s request should be included in the minutes and a copy of the request was sent to county staff.

Approval of the January 31, 2022, Study Commission Meeting Minutes

Ms. Rolison made a motion to approve the minutes as amended. Mr. Moreau seconded the motion. The motion passed unanimously.

Meeting 1 Highlights:

Mr. Archer stated Meeting 1's primary focus was on organization and understanding everyone a little better about motivations and desires to serve on the commission and laying out the plan for its work. Chatham County Planning Director Jason Sullivan will go over the County's Comprehensive Plan, several types of development regulations that apply within the study area, and answer questions from the Commission.

County Planning Presentation – Jason Sullivan, Chatham County Planning Director

Mr. Sullivan presented a basic introduction to the Chatham County Planning department. He included historical photography and a new map viewer that Chatham County Management Information Systems developed. Mr. Sullivan introduced the policy document, Plan Chatham, used by the Planning department uses. This document was developed by the Board of Commissioners in 2017 and is the framework and vision adopted by the Commissioners looking to the future. He discussed the current regulatory framework (ordinances) and the effort currently underway to develop the Chatham County the Unified Development Ordinance (UDO). Plan Chatham has 10-11 land use regulations and recommendations for development activity in the study area.

Ms. Rolison suggested each member go over the presentation and send questions to Mr. Archer and get responses from Mr. Sullivan.

Decentralized (Package) WW Treatment Facilities Overview – Part 1

Mr. Bruce presented information about permits and data about the wastewater treatment facilities' flow rates (gallons/day). There were 14 total permitted with total capacity of 1.7million gallons/day (including Ferrington). 1million gallons /day all combined; nutrient limits.

Ms. Rolison asked if Mr. Bruce had any opportunity to identify some of the problems that have been going on with these 14 facilities. For instance, plants that are reaching end of life in the next 5-15 years, plants that have recurring Notices of

Violations for not meeting nutrient level requirements for discharge into surface waters, sewage spills, and capacity. Ms. Rolison highlighted a few facilities (Farrington, Cole Park, Governors Club, Preserve at Lake Jordan, Westfall).

Many plants have issues that impact the study area.

Ms. Rolison mentions having data from DEQ website for Briar Chapel and Farrington and owner complaints.

Defining the Problem(s) Mr. Archer stated this was the question discussed at the last meeting and Ms. Rolison sent a collaborative statement from the members of the Commission. Mr. Archer asked if there have been certain things/events that have caused members' concern and asked if the package plants are the main roots of members' concern and asked if anyone disagrees.

Ms. Rolison said she thinks members are concerned with the proliferation of package plants and as they have seen continued growth and the willingness to continue to add these small package plants. Given that a number of these package plants are older and are starting to have a lot more problems and understanding how difficult it is to get these problems resolved with a private owner and working through the state regulatory agency, it is concerning that so many of these plants are continuing to be allowed. Commission members believe many of these plants could become long term problems as well.

Mr. Archer asked what specific issues are causing members' concern. For example, when there is a problem, his understanding is the difficulty is getting it resolved, the responsiveness of going through the bureaucracy to get a response and then get it resolved. Mr. Archer asked what the other things members are experiencing.

Mr. House said management is a big part of this.

Ms. O'Gorman-Nowak followed up on what Mr. House said that as a citizen, there is no oversight or poor oversight on these package facilities where when you have a municipality there is more oversight and regulations. There is no unit to come out to make sure it is working. The burden is on the owners or the people that are living around the area to make a complaint about wastewater that has leaked, and it can be days and days until someone comes out. Then someone comes out and says there is a leak, and the facility needs to be fined and this violation needs to stop, but in the meantime the environmental damage has happened. This is her biggest concern. When the plant owners do get in trouble it is not a huge financial burden to pay the bill, they end up having to owe. Mr. Archer clarified Ms. O'Gorman-

Nowak was referring to the fine for the violation. Ms. O’Gorman-Nowak stated he was correct.

Mr. D’Amato said that by default there really is not any other real structure besides County planning and environmental health. People like Ms. Rolison and Ms. O’Gorman-Nowak police these systems and make complaints. Even then the State is woefully understaffed. It is all going to fall back to reactive management and substandard performance. He believes there needs to be another overarching mechanism toward coordinating all this, because of the various management entities (individual system owners, sometimes out-of-state) and there is no ability to pull it all together.

Mr. James said it is not so much about what can work, as much as what should work as they look into the future and beyond the Comprehensive Plan. They need to think about central vs. decentralized, and public vs. private and what the different options are in the future.

Mr. Peck said these are band aid scenarios. He asked what the best solution may be to be able to reuse the water that is being used and preserve the opportunity for the County to do whatever it is it wants to do. If it wants to stay small or wants to grow big, they need to explore what those opportunities are.

Mr. DiGiano stated the Comprehensive Plan talks about wanting to preserve the rural character of the County while also encouraging development in corridors and village centers. Chatham County is a bedroom community for all these areas where the jobs are around us. Perhaps data is needed to show population density in this corridor. It is urbanizing. The private utility issue is an economic issue for the monthly rate that people must pay. He doesn’t have the data to prove anything, but his sense is that people on public systems are paying less than private utilities. That is a driver to be included, the difference of cost. He agrees there is an oversight issue.

Ms. Rolison said she wanted to sum up what she has been hearing from others. Residents don’t feel the package plant, the exclusive use of package plants & septic systems, are a good long-term solution. They recognize that there’s growth and it has been happening and will likely continue. There is a need for a wastewater strategy that will work for the long term. She believes as a commission what she hears people saying is they recognize the solution. The approach that has been taken does not work for the long-term and they really want to explore the

range of options to potentially give a new approach as a recommendation to the Chatham County Commissioners.

Mr. Rolison made a motion to adopt the problem statement as the problem that the Wastewater Study Commission is trying to address and plans to study and present to the commissioners. Dr. Moreau seconded the motion.

The motion passed unanimously.

Plans for Meeting 3

Capture Meeting Highlights for Board of Commissioner Report

Mr. Archer thanked the commission for such a helpful discussion. As the process continues, whatever the recommendations the Study Commission makes to the Board of Commissioners needs to have the data that supports the recommendations. So, that will help define the work that needs to take place alongside this process. Mr. Archer thanked the commission and due to the time asked to quickly move through and wrap things up. Mr. Archer asked if there was anything members wanted to mention from tonight's presentation and discussions in the final report to the commissioners.

Mr. Perry thought it was somewhat clear that they acknowledged this is a unique study area and that it's not incorporated, but it's a high demand area for services and quality growth. At the same time there was no master plan that ever dealt with the unincorporated area, so they have that. He believes that like Mr. LaMontagne had mentioned it has sort of been a case-by-case addition of sewer needs over that time. That the combination of those three things just doesn't fit very well for a future sustainable solution and the commissions need to look at that.

Mr. House said it was a wonderful presentation with a lot of great information.

Mr. Flood said that the highlight for him was the approval of the problem statement. The unanimous approval of the problem statement needs to go forward.

Mr. Welch shared that there is insufficient oversight of these various plants and that jumped out as an ongoing issue.

Ms. O’Gorman-Nowak mentioned that the cost of private vs. the public is important to consider because that lends itself to equity. It is just a piece of information they need to reconsider.

Mr. Peck wanted to recognize questions that had been sent in advance of this meeting so that it’s on the record. The consultant or County can act on that and support the commission with information prior to the next meeting.

Mr. Archer thanked the commission and asked if there were any other comments for the highlights for the Board report. Mr. Archer reminded the commission of the first phase plan that had included five meetings that were contemplated. Mr. Archer explained the suggestion is to devote Meeting Three to diving deeper into these specific concerns. The consultants and the County will collect data to present at the next meeting and the conversation will primarily be around that and then move the on-site septic systems and publicly owned and operated treatment facilities to Meeting Four. Mr. Archer asked if there are any concerns or problems with that.

Mr. Bruce said the commission now has a problem statement, so now it is normal to start generating solutions. He explained that there is the decentralized approach, which has gotten the County to where they are today and there are the centralized options and there are permutations and combinations of those. He emphasized that before the commission can sift through to find the best few solutions that are viable for a deeper dive and analysis, that screening criteria is needed to address this list of solutions. A framework of how the commission is going to compare options and alternatives to see which ones are the best few is needed. As the commission thinks about going through these next meetings, that is what he will be thinking about. Mr. Bruce stated he has heard septic systems are not really the issue. The other 50 acres, 50 square miles is not really the issue, and the focus or concern is really these 50 acres on the 15-501 corridor. If the commission is not going to look at that or screen that out from the focus of the study, then the commission does not have to spend time on septic systems. That can be included in the presentation to the Board of Commissioners as not be determined a problem.

Mr. House said the commission has a lot of work to do and he agreed with what Mr. Bruce said about the criteria to develop some solutions. Mr. House explained “in the olden days” he was told he could meet with two Commissioners but not three. Mr. House asked if that was true for the study commission. If the commission does not have a quorum, can the members sit around the table and work on these issues as a group and still meet the Open Meetings Law

requirement. According to Mr. House, the members need to think about this as individuals but some synergy amongst people will move them along by the next meeting. Mr. House emphasized the commission does not have much time together.

Mr. Archer asked if someone from the County wanted to answer the Open Meetings Law question.

Ms. Ray said she was happy to address the question unless Mr. LaMontagne wanted to. Mr. LaMontagne encouraged Ms. Ray to go ahead and explain to the commission.

Ms. Ray thanked Mr. LaMontagne and clarified the question being asked is whether the commission meet outside of this regular meeting to conduct business without a quorum. Ms. Rolison said yes.

Ms. Ray explained if the commission were to meet as a smaller group, they are still members of a public body. Ms. Ray explained the difference between a formal subcommittee and just a two- or three-members meeting informally. Ms. Ray explained that if there are five members of the Board of Commissioners, two Commissioners can meet any time to discuss anything, and it does not violate the Open Meetings Law. If three members of the Board of Commissioners meet and discuss County business, it is a violation of the Open Meetings Law if the meeting is not open to the public and properly noticed. Ms. Ray said if commission members create sub-committees, it does not matter that there isn't a quorum of the entire commission on the subcommittee, the Open Meetings Law still applies to subcommittees of public bodies. Ms. Ray said that even if two members of the Board of Commissioners are meeting as an official subcommittee, she must notice the meeting and include the location so that the public may attend. If commission members just want to talk about something to get each other's thoughts and ideas, they can talk to each other individually and that is not a violation, but if the members meet as official subgroups that will be a violation. Ms. Ray explained that if the members email the entire study commission a question and ask members to respond about something that is considered an action or decision or consensus view of the commission, it is considered a violation. Ms. Ray emphasized that the members are ok to discuss things outside of the meeting individually, but to make sure it is not an official subgroup of the group.

Mr. House asked for clarification of the rule about quorum. Mr. House gave an example of quorum using the Board of Commissioners.

Ms. Ray clarified that Mr. House was correct in his example and used the study commission as an example to further explain quorum under Open Meetings Law. Ms. Ray emphasized that sometimes it's not the Open Meetings Law, but also public perception that the commission needs to consider. Ms. Ray encouraged them to talk with each other individually.

Mr. House stated that sometimes perception is reality and he understood and thanked Ms. Ray.

Ms. Rolison reiterated Mr. Bruce's earlier comments and said they were on the mark. Ms. Rolison thought that for meeting three the commission needs to tackle a framework for how it will evaluate the options and begin to identify the options because there is going to be a lot of information gathering. She believes there are going to be some entities the commission will need to speak to, and it will need to be doing that sooner rather than later.

Mr. Flood echoed what Ms. Rolison said. Mr. Flood mentioned that the commission, Mr. Archer, and Mr. LaMontagne were provided a compilation of requests from the commission members of what it wanted to discuss at Meeting three. Mr. Flood believed the commission would miss the opportunity to construct the agenda for Meeting three. Mr. Flood asked what the commission is going to do for the next four weeks as a group of twelve. Mr. Flood repeated his comment from the commission's previous meeting that there are people members can be talking to in the meantime. He believes the commission needs to think hard about what it needs meeting three's agenda to look like, because if it is going to stick to a five-meeting agenda at one month a part, it is going to run out of time.

Mr. Peck wanted to tag onto what Mr. Flood said and thought meeting three needs to be about what other options the commission had so that it can get a better understanding of where it sits and where opportunities are. Mr. Peck stated information requested by the commission should be sent to members a week from now and not three weeks and six days from now, so that it can spend meeting three discussing the information it had received rather than being presented the information it asked for.

Mr. James mentioned two topics on the septic tank issue. He said his understanding is the commission did not want to talk a lot about the existing privately-owned facilities. Mr. James asked if in this particular study area, is it going to require a residential septic tank facilities in residential neighborhoods in the future. Mr.

James agreed with Mr. Flood about the time element and suggested tabling the issue of talking with other jurisdictions. Mr. James believed this would be best for phase two of the study commission and presented that some of the solutions to the study area may not be in the study area. He mentioned that they may be related to partnerships or mergers or regionalization efforts and that is some of the information being requested.

Ms. Ray offered a suggestion for how to handle any work the commission wanted to do outside of the committee to ensure no violations of the Open Meetings Law. Ms. Ray said that if the commission did not want to assign subcommittees and still wanted to adhere to the Open Meetings Law, the three co-chairs could each be responsible for reaching out individually to 3 other members to gain information and feedback and the three co-chairs could work together to compile that information and share it with the group.

Ms. Rolison confirmed that is what the three co-chairs did to develop the problem statement and the list of information needed for meeting three. Ms. Rolison ensured that the commission is more than willing to continue to do that.

Mr. D'Amato asked Ms. Ray to elaborate on the email communications amongst commission members.

Ms. Ray explained that under Open Meeting Law, if the commission has simultaneous communication it needs to be an open meeting. Simultaneous emails among members of a public body constitutes an electronic meeting. Ms. Ray gave information about electronic meetings and how they would be required to notice them and how complicated that can become with making them accessible in real time as people would need to come to a room and watch a screen while the commission members all emailed back and forth and showed all the emails that were being sent and received. Ms. Ray explained that a virtual meeting, like tonight's meeting, is much simpler.

Ms. Rolison assured Chatham County and Freese & Nichols that the commission has adhered to what was recommended and has communicated in small groups, and it will continue to do that.

Ms. Ray said the commission co-chairs can send an email to all members with a question as long as it is included in that email that members should not "reply to all". Members can send their response to only the three co-chairs and they can

gather that information. Ms. Ray reiterated that it is the reply all that is a problem and going back and forth amongst members simultaneously.

The commission thanked Ms. Ray for her guidance.

Closing Remarks

Mr. Archer thanked the commission for the conversation and input. Mr. Archer said based on what he heard from the meeting Freese & Nichols needs to sit down with County staff and talk about the commission's schedule and the scope of work to best accomplish the commission's requests. Mr. Archer advised that there may be a revised approach for the members. He explained that there is a lot of work to be done and that the collection of the data takes a while to collect, find, analyze, sort, and put into a format that is easily understood.

Mr. Archer said Freese & Nichols will have those conversations with staff and the county in the coming days and they will be communicating with the commission about changes. Mr. Archer reminded the commission of future meetings scheduled. Mr. Archer asked if there were any final comments and thanked Jason Sullivan for his time this evening and his presentation.

Adjourn