

**WATER AND SEWER AUTHORITY OF CABARRUS COUNTY**  
**February 15, 2024**  
**5:00 P.M.**

The Board of Directors (the “Board”) of the Water and Sewer Authority of Cabarrus County (“WSACC”) met in regular session on Thursday, February 15, 2024 at the Administrative Offices. The meeting was also set up for virtual attendance administered by Zoom and streamed on YouTube.

Public access to the meeting could be obtained by calling into the conference bridge at 1-(267) 930-4000 and using the participant access code.

The following Board Members were present:

Mr. Jeff Corley (via video conference)	Mr. Mike Legg
Mr. Darrell Hinnant	Mr. Jonathan Marshall
Mr. Randy Holloway (via video conference)	Mr. Lynn Shue
Ms. Jennifer Parsley-Hubbard	

Mr. Donham and Mr. Ritchie were unable to attend due to a prior commitment.

Also present were Mr. Michael Wilson, Executive Director; Ms. Robin Moore, Deputy Executive Director Administration; Mr. Chad VonCannon, Engineering Director; Ms. Wendi Heglar, Finance Director; Mr. Thomas Hahn, Assistant Engineering Director; Mr. Mark Fowler, Facilities Director; Mr. Thomas Jakubisin, IT Manager; Ms. Shannon Kincaid, Executive Secretary/Secretary to the Board; Ms. Mayara Arnold, Utility System Engineer; Mr. George Anipsitakis, Brown & Caldwell; Mr. Daniel Passione, Crowder Construction; Mr. William Isenhour, Johnston, Allison & Hord, P.A. (“JAH”).

At 5:04 P.M., Chairman Legg called the meeting to order.

**UNFINISHED BUSINESS**

Request for Approval of the Minutes of January 18, 2024

**Mr. Marshall made a motion to approve the minutes of January 18, 2024. Mr. Shue seconded the motion and the Board approved by unanimous vote.**

**NEW BUSINESS**

Rocky River Regional Wastewater Treatment Plant (“RRRWWTP”) Expansion Phase 4 – Guaranteed Maximum Price (“GMP”) #3

Mr. VonCannon requested approval of the RRRWWTP Expansion Phase 4 – GMP #3.

**Mr. Shue made a motion to approve the RRRWWTP Expansion Phase 4 – GMP #3. Mr. Hinnant seconded the motion and the Board approved by unanimous vote.**

Budget Amendment for RRRWWTP Expansion Phase 4 GMP #3 Final and Bond Sale Update

Ms. Heglar requested approval of the Budget Amendment for RRRWWTP Expansion Phase 4 – GMP #3 Final.

**Mr. Marshall made a motion to approve the Budget Amendment for RRRWWTP Expansion Phase 4 – GMP #3 Final. Ms. Hubbard seconded the motion and the Board approved by unanimous vote.**

The Budget Amendment for RRRWWTP Expansion Phase 4 – GMP #3 Final was approved as follows:

**AN ORDINANCE TO AMEND A CAPITAL PROJECT FUND ORDINANCE**

WHEREAS, the Board of Directors of the Water and Sewer Authority of Cabarrus County, North Carolina (WSACC) did on the 16th day of June 2022, adopt the **RRRWWTP Expansion Design and Construction to 34 MGD Project Ordinance**; and

WHEREAS, the Board of Directors of WSACC has determined that it is appropriate to amend the Capital Project Ordinance for the reasons stated below; and

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Water and Sewer Authority of Cabarrus County, that in accordance with the authority contained in G.S. 159-13.2, the ordinance is amended as shown and that the total amounts are herewith appropriated for the purposes shown.

**Water and Sewer Authority Capital Project Fund**

Account	Account Title	Amount	From	To
603 8022 4910	Proceeds from Revenue Bonds	\$ 68,068,223	\$26,431,777	\$ 94,500,000
603 8022 4810	Contribution from Charlotte Water	\$ 40,655,792	\$15,526,872	\$ 56,182,664
604 8022 6560	Capital Outlay Plants & Systems	\$112,729,302	\$41,958,649	\$154,687,951
603 8022 4702	Investment Earning on Bond Proceeds	\$ 4,708,287	-	\$ 4,708,287
604 8022 8726	Issuance Cost	\$ 703,000	-	\$ 703,000

REASON:

To increase the budget for GMP #3 Final

Adopted this 15th day of February 2024.



WATER AND SEWER AUTHORITY OF  
CABARRUS COUNTY, NORTH CAROLINA

  
Mike Legg, Chairman

ATTEST:

  
Shannon Kincaid, Secretary  
(Seal)

Ms. Heglar then provided a PowerPoint presentation with an update on the Financial Impact of Revenue Bond Issuance for Plant Expansion to 34 MGD.

Highlights of the presentation included:

- Factors used for financial calculations.
- Interest rate factors.
- Impacts for fiscal year 2025 and 2026.
- Impacts for fiscal year 2027 and thereafter.
- Update on revenue bond debt.

For a copy of the presentation, contact the Executive Secretary to the Board.

#### WSACC Wastewater Facilities Plan Study Selection

Mr. VonCannon requested approval of the WSACC Wastewater Facilities Plan Study Selection.

**Mr. Hinnant made a motion to approve the scope and fee to Brown and Caldwell to perform the WSACC Wastewater Facilities Plan Study. Ms. Hubbard seconded the motion and the Board approved by unanimous vote.**

#### Incinerator Differential Pressure Equipment Study and Preliminary Engineering Report (“PER”)

Mr. Hahn requested approval to award the Incinerator Differential Pressure Equipment Study and PER to Hazen and Sawyer, P.C.

**Mr. Marshall made a motion to approve the award of the Incinerator Differential Pressure Equipment Study and PER. Mr. Shue seconded the motion and the Board approved by unanimous vote.**

#### Odor Evaluation and Odor Control Study

Mr. Hahn requested approval to award the Odor Evaluation and Odor Control Study to Brown and Caldwell.

**Ms. Hubbard made a motion to approve the award of the Odor Evaluation and Odor Control Study. Mr. Hinnant seconded the motion and the Board approved by unanimous vote.**

#### Budget Amendment for the Wastewater Treatment Facilities Plan; Incinerator Differential Pressure Equipment Study and PER; and Odor Evaluation and Odor Control Study

Ms. Heglar requested approval of the Budget Amendment for the Wastewater Treatment Facilities Plan Study Selection; Incinerator Differential Pressure Equipment Study and PER; and Odor Control and Odor Evaluation Study.

**Mr. Marshall made a motion to approve the Budget Amendment for the Wastewater Treatment Facilities Plan Study Selection; Incinerator Differential Pressure Equipment Study and PER; and Odor Control and Odor Evaluation Study. Mr. Shue seconded the motion and the Board approved by unanimous vote.**

The Budget Amendment for the Wastewater Treatment Facilities Plan Study Selection; Incinerator Differential Pressure Equipment Study and Preliminary Engineering Report; and Odor Control and Odor Evaluation Study was approved as follows:

**AN ORDINANCE TO AMEND FY 2023-2024 BUDGET ORDINANCE**

WHEREAS, the Board of Directors of the Water and Sewer Authority of Cabarrus County, North Carolina did on the 15th day of February, 2024, adopt the Water and Sewer Authority Budget for the fiscal year beginning July 1, 2023, and ending on June 30, 2024; and

WHEREAS, it is appropriate to amend the accounts in the fund listed for the reason stated;

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of the Water and Sewer Authority of Cabarrus County, that in accordance with the authority contained in G.S. 159-15, the following accounts are hereby amended as shown and that the total amounts are herewith appropriated for the purposes shown.

Operating Fund

Account No.	Account Title	Amount	From	To
1031010-4990	Retained Earnings Approp.	\$1,975,693	\$1,384,055	\$2,884,055
1041050-5440	Contracted Services	\$1,500,000	\$0	\$1,500,000
1043010-5440	Contracted Services	\$310,043	\$271,890	\$581,933
1043020-5440	Contracted Services	\$165,650	\$19,000	\$184,650

REASON:

To appropriate Retained Earnings for the Wastewater Treatment Facilities Plan; Incinerator Differential Pressure Equipment Study and Preliminary Engineering Report; and Odor Evaluation and Odor Control Study.

Adopted this 15th day of February 2024.



WATER AND SEWER AUTHORITY OF  
CABARRUS COUNTY, NORTH CAROLINA

*Mike Legg*  
Mike Legg, Chairman

ATTEST: *Shannon Kincaid*  
Shannon Kincaid, Secretary  
(Seal)

**REPORTS**

Quarterly Financial Reports

In the agenda packet, Ms. Heglar provided a report of WSACC’s revenues and expenses along with an investment report as of December 31, 2023, for the Board’s review. Ms. Heglar asked the Board to contact her with any questions or for additional information about WSACC’s financial statements.

## WSACC RRRWWTP Expansion Update

Mr. Passione of Crowder Construction provided an update on WSACC's RRRWWTP Phase 3 Expansion project, stating that work has continued. Mr. Passione provided a Power Point presentation with pictures showing updates of the work to-date, which included the following information:

- Electrical and HVAC equipment continued at the Blower Building.
- Work on air piping and placement of the blowers continued at the Blower Building.
- Excavation and under slab piping was completed at the Thickened Solids Pump Station.
- Continued exposed electrical and mechanical at the WAS PS.
- The installation of exposed piping, mixers, and electrical continued at EQ Tank #1.
- Placement of the NEF Blower Pad at EQ Tank #1.
- Continued installation of 42-inch line to the EQ Influent Meter Vault.
- Aluminum covers were set at the meter vaults.
- The team has continued to work to mitigate potential issues with sourcing equipment for Phase 3 and the electrical upgrades effort.

Work planned for the next month:

- Installation of 42-in pipe from EQ Influent Meter Vault to the EQ Basin will continue.
- Work at the EQ Basin / NEF facility will continue.
- Continued work of setting pipe supports and installing air piping in Aeration Basin 6.
- Work will continue at the Chlorine Contact Basin and Effluent Flume 103.
- Continued work at new Maintenance Canopy.
- Start piping and concrete placement at Gravity Thickeners.
- Work of buried piping installation between new and existing facilities will continue.
- Construction of the new Blower Building will continue.
- Electrical terminations will continue.

## WSACC Master Plan Update

Mr. Hahn provided an update on WSACC's Master Plan. He stated that WSACC met with the staff of the member jurisdictions and Charlotte Water on February 7, 2024 to review the Master Plan efforts thus far, including flow projections, water resources analysis, and the Capital Improvement program.

Mr. Hahn stated that documentation piece of the Master Plan is being wrapped up and model runs are being done to obtain speculative limits for NPDES permitting beyond 34 MGD. He stated that work has continued on the interactive dashboards, with the CIP and Flow Allocation dashboards being almost complete. Mr. Hahn continued to say that the Flow Monitoring dashboard is the most complicated dashboard, and work continues to ensure the right peaking factors are included, making the data understandable throughout the dashboard.

Mr. Wilson asked that members of the Board plan for an extended Board meeting on March 21, 2024. He stated there will be a customized Master Plan presentation for the Board before it is rolled out to elected officials and member jurisdictions.

## **PUBLIC COMMENTS**

There were no public comments.

## **CLOSED SESSION**

At 5:47 P.M., Ms. Hubbard made a motion to go into closed session - G.S.143-318.11(a)(1) - to prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes; and closed session – G.S.143-318.11 (a)(3) - to consult with WSACC’s attorney in order to preserve the attorney-client privilege for consideration of and to give instructions to WSACC’s attorney concerning the handling or settlement of a claim, judicial action or administrative procedure; and closed session – G.S.143-318.11(a)(6) – to consider the qualifications, competence, performance, character, fitness, conditions or appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee. Mr. Marshall seconded the motion and the Board approved by unanimous vote.

At 6:20 P.M. Ms. Hubbard made a motion to come out of closed session. Mr. Marshall seconded the motion and the Board approved by unanimous vote.

Mr. Hinnant then made a motion to adjourn. Ms. Hubbard seconded the motion and the Board approved by unanimous vote.

The Board meeting adjourned until the next Board meeting scheduled for March 21, 2024.