WATER AND SEWER AUTHORITY OF CABARRUS COUNTY
AUGUST 20, 2025
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 Wednesday, August 20, 2025, at the Administrative Offices. The meeting was also set up for virtual attendance, administered by Zoom and streamed on YouTube.

The following Board Members were present:

Mr. Jeff Corley
Mr. Rob Donham
Mr. Darrell Hinnant
Mr. Randy Holloway (via video conference)
Mr. Mike Legg
Mr. Jonathan Marshall
Mr. Josh Mendoza
Ms. Jennifer Parsley-Hubbard
Mr. Bob Ritchie

Also present were Mr. Chad VonCannon, Executive Director; Ms. Shannon Kincaid, Executive Secretary/Secretary to the Board; Ms. Robin Moore, Deputy Executive Director/Administration; Ms. Wendi Heglar, Finance Director; Mr. Thomas Hahn, Engineering Director; Mr. Kevin Loescher, Assistant Engineering Director; Mr. Chris Carpenter, Wastewater Operations Director; Mr. James Sims, Wastewater Treatment Plant Operations Manager; Mr. Thomas Jakubisin, IT Manager; Mr. Chad Van Hyning, Stantec; and Mr. William Isenhour, Johnston, Allison & Hord, P.A. ("JAH").

ADOPTION OF THE AGENDA

Request for Adoption of the Agenda of August 20, 2025 Board Meeting

Mr. Hinnant made a motion to adopt the Agenda of the August 20, 2025, Board Meeting. Mr. Corley seconded the motion, and the Board approved by unanimous vote.

UNFINISHED BUSINESS

Request for Approval of the Minutes of July 16, 2025

Mr. Marshall made a motion to approve the minutes of July 16, 2025. Ms. Parsley-Hubbard seconded the motion, and the Board approved by unanimous vote.

NEW BUSINESS

Request for Approval to Update WSACC's Personnel Policy Section 6.3 Leave Without Pay (Exclusion of Family Medical Leave)

Ms. Moore requested approval of the recommended changes to WSACC's Personnel Policy Section 6.3 Leave Without Pay (Exclusion of Family Medical Leave) that were included in the Agenda Packet.

Mr. Mendoza made a motion to approve the Update to WSACC's Personnel Policy Section 6.3 Leave Without Pay (Exclusion of Family Medical Leave). Mr. Ritchie seconded the motion, and the Board approved by unanimous vote.

Request for Approval of the Resolution of WSACC Authorizing Membership in the Yadkin-Pee Dee Water Management Group

Mr. VonCannon requested approval of the Resolution of WSACC Authorizing Membership in the Yadkin-Pee Dee Water Management Group ("YPDWMG") that was included in the agenda packet. Mr. VonCannon stated that YPDWMG requested the resolution as a formality, noting that WSACC is currently a member of YPDWMG, supporting the group's efforts.

Mr. Corley made a motion to approve the Resolution of WSACC Authorizing Membership in the Yadkin-Pee Dee Water Management Group. Ms. Parsley-Hubbard seconded the motion, and the Board approved by unanimous vote.

REPORTS

WSACC Capital Improvement Project Update

Mr. Hahn provided the Board with an update, including a PowerPoint presentation, on WSACC's Capital Improvement Projects ("CIP"). During the presentation, the Board had several discussions related to the update.

Highlights of the presentation included:

- Update on the Phase 4 expansion of the Rocky River Regional Wastewater Treatment Plant ("RRRWWTP").
- Update on the Lower Coddle Creek Parallel Interceptor.
- Update on the Back Creek Parallel Interceptor.
- Update on the Rocky River Sewer Rehabilitation Project.
- Update on the Master Plan and NPDES Permitting.
- Update on the Wastewater Treatment Facilities Plan and Preliminary Engineering Report.

Mr. Hahn stated that WSACC has received speculative limits from the North Carolina Division of Environmental Quality ("NCDEQ") for thirty-six (36) million gallons per day ("MGD) and forty-five (45) MGD, both of which are subject to nutrient limits. He explained that due to the impairment downstream at Blewett Falls Lake, nutrient limits are being imposed across the board in the Rocky River Basin for any expansion beyond the current permitted flows, as per guidance from the Environmental Protection Agency.

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

Wastewater Flow Acceptance Update

Mr. Hahn provided the Board with an update, including a PowerPoint presentation, on WSACC's wastewater capacity at the Rocky River Regional Wastewater Treatment Plant ("RRRWWTP") and the Muddy Creek Wastewater Treatment Plant ("MCWWTP"). During the presentation, the Board had several discussions related to the update.

Mr. Hahn stated that the Wastewater Flow Acceptance Update is directly related to the mid-year updates sent by WSACC to member jurisdictions on July 22, 2025.

Highlights of the presentation included:

- Project-level updates based on input from member jurisdiction staff.
- Calendar year flow updates for RRRWWTP and MCWWTP based on the previous calendar year's average wastewater flows.
- Wastewater capacity updates, including additional wastewater capacity that is available for allocation from the Phase 4 expansion at RRRWWTP.

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

WORK SESSION

Discussion as Necessary on the Wastewater Treatment Expansion Alternatives from the WSACC Facilities Plan

The Board held a work session during the regular Board meeting on August 20, 2025, to discuss Wastewater Treatment Expansion Alternatives ("Alternatives") from the WSACC Facilities Plan, where the Board had several brief discussions centered on the following:

Mr. VonCannon began the work session by providing feedback from several member jurisdictions, which centered on the Phase 4 expansion at RRRWWTP and the need to move forward with the decision-making process to allocate Phase 4 wastewater capacity. Mr. VonCannon reminded the Board that each member jurisdiction is paying for the Phase 4 expansion based on a five-year historic average wastewater flow, and it is still assumed that the Phase 4 capacity would be allocated using the same method. JAH advised that JAH had drafted a simple two-page amendment to the Interlocal Wastewater Capacity Allocation Agreement, which would allocate Phase 4 capacity based on the current allocation method, should the Board decide to proceed with this approach. Mr. VonCannon stated that he and Ms. Heglar would send a projection of the allocation distribution to the Board in the coming weeks, based on the current methodology, and it would be discussed at the next Board meeting.

Next, Mr. VonCannon reminded the Board of the need for WSACC to receive the preliminary estimates of the volume of wastewater treatment capacity needed or desired from its member jurisdictions through an approximate planning horizon of 2040, by the end of 2025, so the Board can begin making decisions on how to proceed with the selected Alternatives. Mr. VonCannon then requested a status update from each member jurisdiction. As requested, a representative from each member jurisdiction provided a brief update on its status of determining a preliminary estimate of the volume of wastewater treatment capacity needed or desired through an approximate planning horizon of 2040.

GENERAL DISCUSSION

Updates from the Executive Director

Mr. VonCannon informed the Board that WSACC staff are in the process of preparing WSACC's CIP. He stated that WSACC plans to provide a draft of the CIP to the Board for their review before bringing it as a discussion item at the next Board meeting. Mr. VonCannon stated that Raftelis has been engaged to conduct a system development fee study for WSACC once the Board has adopted the CIP.

Next, Mr. VonCannon informed the Board that WSACC was awarded the National Merit Award and the Outstanding Owner Award from the Design-Build Institute of America ("DBIA") for the Phase 3 expansion of the RRRWWTP. He noted that the National Merit Award is one of the most prestigious honors in the industry, given to projects that exemplify design-build best practices, collaboration, innovation, and commitment to delivering exceptional value to the community. The Outstanding Owner Award is based on substantial input from the project's contractor and engineer, recognizing how WSACC has led, supported, funded, and made decisions throughout the project. Mr. VonCannon thanked the Board for their support of the Phase 3 expansion of the RRRWWTP, along with WSACC staff for their willingness, hours, and effort that went into making Phase 3 a seamless project with the contractor and engineer.

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION

At 5:59 P.M., **Mr. Hinnant 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)(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 6:12 P.M.**, Mr. Hinnant made a motion to come out of the closed session. Mr. Marshall seconded the motion, and the Board approved by unanimous vote.**

Also, at 6:12 P.M., **Mr. Marshall made a motion to adjourn. Mr. Ritchie seconded the motion, and the Board approved by unanimous vote.**

The meeting adjourned until the next scheduled meeting on September 17, 2025.