

**WATER AND SEWER AUTHORITY OF CABARRUS COUNTY**  
**NOVEMBER 19, 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, November 19, 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)

Ms. Jennifer Parsley-Hubbard

Mr. Mike Legg

Mr. Jonathan Marshall

Mr. Josh Mendoza

Mr. Bob Ritchie

Also present were Mr. Chad VonCannon, Executive Director; Ms. Shannon Kincaid, Executive Secretary/Secretary to the Board; Ms. Wendi Heglar, Finance Director; Mr. Thomas Hahn, Engineering Director; Mr. Kevin Loescher, Assistant Engineering Director; Ms. Mayara Arnold, Utility Systems Engineer; Mr. Chris Carpenter, Wastewater Operations Director; Mr. James Sims, Wastewater Treatment Plant Operations Manager; Mr. Jerret Smith, Maintenance Manager; Mr. Thomas Jakubisin, IT Manager; Mr. Chad Van Hyning, Stantec; Mr. George Anipsitakis, Brown and Caldwell; and Mr. William Isenhour, Johnston, Allison & Hord, P.A.

**ADOPTION OF THE AGENDA**

Request for Adoption of the Agenda for the November 19, 2025 Board Meeting

**Mr. Corley made a motion to adopt the Agenda for the November 19, 2025 Board meeting. Mr. Hinnant seconded the motion, and the Board approved by unanimous vote.**

**SPECIAL RECOGNITION**

Mr. VonCannon informed the Board that WSACC was presented with the National Award of Merit at the Design-Build Institute of America's (“DBIA”) National Conference Banquet, for the Rocky River Regional Wastewater Treatment Plant (“RRRWWTTP”) Phase 3 Expansion Project.

Mr. VonCannon said that award eligibility requires a project to stand out as best-in-practice, demonstrating actual results in meeting the goals and objectives of the project, overcoming obstacles to stay on schedule, controlling costs, and safely delivering a project through teamwork. He expressed his pride in WSACC winning the award and in the entire team that made this project a success.

**UNFINISHED BUSINESS**

Request for Approval of the Minutes of October 15, 2025

**Mr. Marshall made a motion to approve the minutes of October 15, 2025. Ms. Parsley-Hubbard seconded the motion, and the Board approved by unanimous vote.**

## **REPORTS**

### **WSACC's Capital Improvement Update**

Mr. Hahn provided an update on WSACC's Ongoing Capital Improvement Program ("CIP") and Study Efforts, including a PowerPoint presentation that summarized work to date.

Following the presentation, the Board had a lengthy discussion of the information presented, which centered on the wastewater treatment capacity needed or desired by the member jurisdictions at RRRWWTP in the future.

Highlights of the presentation included:

- Wastewater treatment plant construction updates related to the Expansion at RRRWWTP.
- Updates on collection system construction for the Lower Coddle Creek Parallel Interceptor and the Back Creek Parallel Interceptor projects.
- Collection system rehabilitation updates as related to the Rocky River Sewer Rehabilitation Project.
- Study updates, including the Master Plan and NPDES Permitting, as well as the Wastewater Treatment Facilities Plan and Preliminary Engineering Report.
- Updates on the upcoming Requests for Qualifications ("RFQ") for both the Muddy Creek Wastewater Treatment Plant Expansion and the Mt. Pleasant Force Main Upsizing.

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

## **NEW BUSINESS**

### **Request for Approval of the Capital Project Ordinance for the Muddy Creek Wastewater Treatment Plant Expansion Project**

Ms. Heglar requested approval of the Capital Project Ordinance to add a Capital Project Fund for the Muddy Creek Wastewater Treatment Plant Expansion Project for \$21,320,000, using funds from the State's 2023 Appropriations Act Grant.

**Mr. Marshall made a motion to approve the Capital Project Ordinance for the Muddy Creek Wastewater Treatment Plant Expansion Project. Mr. Mendoza seconded the motion, and the Board approved by unanimous vote.**

The ordinance was approved as follows:

**AN ORDINANCE TO ADD A CAPITAL PROJECT FUND FOR THE  
MUDDY CREEK EXPANSION PROJECT**

This Ordinance is adopted by the Board of Directors of the Water & Sewer Authority of Cabarrus County (WSACC) in accordance with Section 13.2 of Chapter 159 of the General Statutes of North Carolina for a capital project consisting of the **Muddy Creek Wastewater Treatment Plant Expansion Project**.

WHEREAS, the engineering, design, and construction of the **Muddy Creek Wastewater Treatment Plant Expansion Project** is required to continue to meet the sewer needs of the service areas; and

WHEREAS, the Board of Directors of WSACC wishes to be responsive to the needs of the service area; and

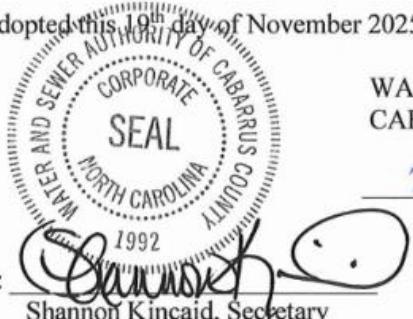
WHEREAS, the period for the completion of the **Muddy Creek Wastewater Treatment Plant Expansion Project** could extend over more than one (1) fiscal year; and

WHEREAS, the Board of Directors of WSACC wishes to comply with the Local Government Budget and Fiscal Control Act.

NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of WSACC that the following capital project ordinance is hereby adopted:

1. The project authorized is for the engineering, design, purchase of equipment, and construction of the **Muddy Creek Wastewater Treatment Plant Expansion Project**.
2. The following revenues are anticipated to be available to WSACC:  
Increase State 2023 Appropriations Act Grant \$ 21,320,000
3. The following amounts are appropriated expenses for the project:  
Increase Muddy Creek Wastewater Treatment Plant Expansion Capital Outlay \$ 21,320,000
4. Accounting records are to be maintained by the Finance Director of WSACC in such a manner as to provide all information required to comply with the Local Government Budget and Fiscal Control Act of the State of North Carolina.
5. At the completion of the project, the Finance Director is authorized to transfer all excess funds to any open project and close the project into capital assets.
6. The Finance Director is directed to report on the financial status of this project in accordance with the policy established by the Board of Directors.
7. The Executive Director is authorized to execute contracts for the completion of this project to the extent allowed by law.

Adopted this 19<sup>th</sup> day of November 2025.



WATER AND SEWER AUTHORITY OF  
CABARRUS COUNTY, NORTH CAROLINA

  
Michael B. Legg, Chairman

ATTEST:

Shannon Kincaid, Secretary  
(Seal)

Request for Approval of the Rocky River Sewer Rehabilitation Easement Acquisition Services

Mr. Loescher requested approval of the award for easement acquisition services to Professional Property Services (“PPS”) to obtain twenty-three (23) permanent access easements identified during the design of the Rocky River Sewer Rehabilitation Project. The total contract amount is not to exceed \$195,047.00 and will be paid with ARPA funding.

Mr. Loescher stated that WSACC staff began working with PPS after WSACC unanimously selected PPS during the RFQ process. He said that PPS is aware of state and federal guidelines for securing easements and will handle customer outreach coordination, property appraisals, title research, and the recording of the easements.

**Mr. Hinnant made a motion to approve the Rocky River Sewer Rehabilitation Easement Acquisition Services. Mr. Donham seconded the motion, and the Board approved by unanimous vote.**

Request for Approval of the Resolution to Amend WSACC’s Regular Board Meeting Schedule

Mr. VonCannon requested approval of the Resolution to Amend WSACC’s Regular Board Meeting Schedule from the third (3<sup>rd</sup>) Wednesday of each month to the third (3<sup>rd</sup>) Thursday of each month, which was followed by a brief discussion by the Board.

**Ms. Parsley-Hubbard made a motion to approve the Resolution to Amend WSACC’s Regular Board Meeting Schedule. Mr. Marshall seconded the motion, and the Board approved by unanimous vote.**

The resolution was approved as follows:

WATER AND SEWER AUTHORITY OF CABARRUS COUNTY

RESOLUTION OF THE BOARD OF DIRECTORS OF WATER AND SEWER  
AUTHORITY OF CABARRUS COUNTY TO ESTABLISH SCHEDULE OF REGULAR  
BOARD MEETINGS

WHEREAS, the Board of Directors (the "Board") of the Water and Sewer Authority of Cabarrus County ("WSACC") may establish by resolution a schedule of regular meetings to be held from time to time between annual meetings pursuant to Article III, Section 2 of the Bylaws of WSACC.

WHEREAS, the Board has heretofore established a schedule for regular Board meetings to be held on the third (3<sup>rd</sup>) Wednesday of each month.

WHEREAS, the Board desires to establish an amended schedule of regular Board meetings, to be held on the third (3<sup>rd</sup>) Thursday of each month.

NOW THEREFORE, let it be resolved as follows:

As of the date hereof, the schedule of regular Board meetings is hereby established to be on the third (3<sup>rd</sup>) Thursday of each month. For purposes of clarity, this Resolution shall be in effect commencing with the January 2026 regular Board meeting, which shall be held on January 15, 2026, pursuant to this Resolution.

Adopted the 19th day of November, 2025.



Water and Sewer Authority of Cabarrus County

By:

A handwritten signature in blue ink that reads "Mike Legg".

Mike Legg, Chairman

ATTEST:



Shannon Kincaid, 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 November 19, 2025, to discuss Wastewater Treatment Expansion Alternatives ("Alternatives") from the WSACC Facilities Plan.

Mr. VonCannon stated that in a previous discussion by the Board, the possibility of pumping wastewater to the Long Creek Wastewater Treatment Facility (the "Facility") in Albemarle was discussed. Mr. VonCannon informed the Board that he had conducted research following that meeting and that the Facility is not utilizing its permit limits. It was determined that a twenty-five to thirty-mile pumping effort with three or four pump stations would be required to send wastewater to the Facility, and that this scenario would not provide WSACC with an IBT benefit. In addition, Mr. VonCannon stated that he had reviewed the Facility's past compliance history in its collection and wastewater systems, and he believes there are better-suited options and uses for WSACC's money.

Mr. Hahn informed the Board that nutrient limits are under discussion among all utilities within the Rocky River basin. He stated that WSACC's staff and engineering partners have

examined the scenario of building a wastewater treatment plant with a capacity of 2 to 4 million gallons per day (“MGD”), and that there is a high potential for encountering nutrient limits, along with increased operations and maintenance costs due to economies of scale at a larger plant versus a smaller plant.

Next, Mr. Hahn discussed the Bubble Permit concept. Mr. Hahn used Charlotte Water’s bubble permit as an example, explaining that it essentially sets an overall phosphorus mass loading that can be discharged from their system, with Charlotte Water responsible for determining how to stay within those limits. Mr. Hahn said it’s possible that WSACC could see a bubble permit for nitrogen and phosphorus in the near future. The Board then had a brief discussion centered on this information.

## **GENERAL DISCUSSION**

### **Updates from the Executive Director**

Mr. VonCannon informed the Board that the actual wastewater flow at RRRWWTP to date in November is 18.67 MGD, down from the October total. He said the weather has shifted to a drier pattern, which he attributes to reduced flow.

Next, Mr. VonCannon stated that in previous years, the Board had opted to cancel the regular Board meeting in December unless there were items requiring action that could not wait until the regular meeting scheduled for January. Mr. VonCannon requested guidance from the Board on whether to cancel the regular Board meeting for December 17, 2025, which was followed by a brief Board discussion.

**Mr. Ritchie made a motion to cancel the regular Board meeting scheduled for December 17, 2025. Ms. Parsley-Hubbard seconded the motion, and the Board approved by unanimous vote.**

## **PUBLIC COMMENTS**

There were no public comments.

## **CLOSED SESSION**

At 6:21 P.M., **Mr. Mendoza 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. Mr. Hinnant seconded the motion, and the Board approved by unanimous vote.**

At 6:22 P.M., **Mr. Hinnant made a motion to come out of the closed session. Mr. Ritchie seconded the motion, and the Board approved by unanimous vote.**

Also, at 6:22 P.M., **Ms. Parsley-Hubbard made a motion to adjourn. Mr. Mendoza seconded the motion, and the Board approved by unanimous vote.**

The meeting adjourned until the next scheduled meeting on Thursday, January 15, 2026.