

WATER AND SEWER AUTHORITY OF CABARRUS COUNTY

JUNE 18, 2026

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, June 18, 2026, 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. Alex Anderson
Mr. Jeff Corley
Ms. Jeanne Dixon
Mr. Rob Donham
Mr. Randy Holloway

Mr. Josh Mendoza
Ms. Jennifer Parsley-Hubbard
Mr. Ian Patrick

Mr. Wise was unable to attend due to a prior commitment.

Also present were Mr. Chad VonCannon, Executive Director; Ms. Shannon Kincaid, Executive Secretary/Secretary to the Board; Ms. Robin Moore, Deputy Executive Director / Administration; Mr. Thomas Hahn, Engineering Director; Ms. Mary Herington, Assistant Engineering Director; Mr. Chris Carpenter, Wastewater Operations Director; Mr. Thomas Jakubisin, IT Manager; Ms. Mayara Arnold, Utility Systems Engineer; Mr. Will Isenhour, BRS, Inc.; Mr. Andrew Vane, Hazen and Sawyer; Mr. Chris Windley, CJS; Mr. Nick Schirator, CJS; Mr. Eric Moore, husband of Ms. Robin Moore; the Linker Family, family of Ms. Robin Moore; and Mr. William Isenhour, Johnston, Allison & Hord, P.A.

OATHS OF OFFICE

Ms. Kincaid gave the Oath of Office to Ms. Jennifer Parsley-Hubbard, who was reappointed to serve another term by the City of Concord, and to Mr. Josh Mendoza, who was reappointed to serve another term as Cabarrus County’s At-Large member on WSACC’s Board of Directors.

ADOPTION OF THE AGENDA

Request for Adoption of the Agenda for the June 18, 2026 Board Meeting

Mr. Holloway made a motion to adopt the Agenda for the June 18, 2026 Board meeting. Ms. Dixon seconded the motion, and the Board approved by unanimous vote.

SPECIAL RECOGNITION

NCDOL Gold Awards for WSACC

Ms. Moore informed the Board that WSACC received four Gold Awards from the North Carolina Department of Labor in recognition of WSACC’s outstanding health and safety efforts. Ms. Moore noted that this marks the seventeenth consecutive year for WSACC’s Administrative Office, Lake Don T. Howell, and the Muddy Creek Wastewater Treatment Plant (“MCWWTP”).

to win the award, and the second consecutive year for the Rocky River Wastewater Treatment Plant (“RRRWTP”). Ms. Moore thanked the Board for supporting WSACC’s safety efforts.

Recognition of the Retirement of Robin Moore

Mr. VonCannon recognized the retirement of Ms. Robin Moore. He stated that Ms. Moore began her career with WSACC in 2004 as the Human Resource Manager and was promoted to Deputy Executive Director/Administration in 2009. He commended Ms. Moore for her contribution to the WSACC organization, noting that her influence will continue to be felt long after her retirement.

Next, several Board members gave brief remarks, thanking Ms. Moore for her service to WSACC and wishing her well in her retirement. Additionally, several of Ms. Moore’s family members gave brief remarks about Ms. Moore’s time at WSACC. Vice Chairman Corley thanked Ms. Moore for her years of service and presented her with a token of appreciation from the WSACC organization.

ELECTION OF OFFICERS

Discussion and Election of the following WSACC Board Officers for the Fiscal Year 2026-2027: Chairman, Vice Chairman, Secretary, and Treasurer

Following a brief discussion by the Board, **Mr. Anderson made a motion to elect Mr. Jeff Corley as Chairman of WSACC’s Board of Directors for Fiscal Year 2026-2027. Mr. Donham seconded the motion, and the Board approved by unanimous vote.**

Mr. Patrick made a motion to elect Mr. Rob Donham as Vice Chairman of WSACC’s Board of Directors for Fiscal Year 2026-2027. Mr. Mendoza seconded the motion, and the Board approved by unanimous vote.

Mr. Mendoza made a motion to elect Ms. Shannon Kincaid as Secretary and Ms. Wendi Heglar as Treasurer of WSACC’s Board of Directors for Fiscal Year 2026-2027. Ms. Parsley-Hubbard seconded the motion, and the Board approved by unanimous vote.

UNFINISHED BUSINESS

Request for Approval of the Minutes of May 21, 2026

Mr. Mendoza made a motion to approve the minutes of May 21, 2026, as presented. Mr. Holloway seconded the motion, and the Board approved by unanimous vote.

NEW BUSINESS

Request for Approval of the Mt. Pleasant Force Main and Sanitary Sewer Replacement – Phase 1 Preconstruction Services

Ms. Herington informed the Board that the Mt. Pleasant Force Main and Sanitary Sewer System Project was identified in the WSACC’s 2022 Master Plan by Black and Veatch and is expected to include approximately 23,700 linear feet of 16-inch force main and 200 feet of 18-inch gravity sewer. Ms. Herington stated that following the receipt and review of Statements of

Qualification, the interview process was completed, and WSACC recommended moving forward with the B.R.S. Inc./Hazen Team in April 2026.

Ms. Herington said that the preconstruction services proposal designed by the B.R.S. Inc./Hazen Team is provided on a time-and-materials basis with a not-to-exceed amount of \$1,807,050.30. The proposal includes property acquisition services; a survey of the project corridor, including utility locates and a geotechnical analysis; project design by Hazen; and preconstruction services by B.R.S., Inc.

Ms. Herington then asked for approval of the Mt. Pleasant Force Main and Sanitary Sewer Replacement - Phase 1 Preconstruction Services, which was followed by a brief discussion by the Board.

Mr. Donham made a motion to approve the Mt. Pleasant Force Main and Sanitary Sewer Replacement - Phase 1 Preconstruction Services to the B.R.S. Inc./Hazen Team, in an amount not to exceed \$1,807,050.30. Ms. Dixon seconded the motion, and the Board approved by unanimous vote.

Request for Approval of the Wolf Meadow Branch Parallel Interceptor – Design Services

Mr. Hahn informed the Board that the Wolf Meadow Branch Parallel Interceptor Project is near Highway 29 and serves the Eli Lilly and Red Bull areas. He explained that at the preliminary level, the project is expected to include a 24-inch parallel interceptor, but that will be refined during the design process. Mr. Hahn stated that, following receipt and review of six Statements of Qualifications, WSACC recommended proceeding with the CJS Team.

Mr. Hahn said that the CJS Team developed a design services proposal based on a time-and-materials basis, with a not-to-exceed amount of \$482,000. Mr. Hahn stated that the project would be a design-bid-build delivery method, taking the project from preliminary design through the bid phase, resulting in a tabulation of contractor bids for the Board's consideration.

Mr. Hahn then asked for approval of the Wolf Meadow Branch Parallel Interceptor Project, which was followed by a brief discussion by the Board.

Mr. Mendoza made a motion to approve the Wolf Meadow Branch Parallel Interceptor – Design Services, in an amount not to exceed \$482,000. Mr. Holloway seconded the motion, and the Board approved by unanimous vote.

Request for Approval of the Capital Project Ordinance for the Mt. Pleasant Force Main Project

Ms. Heglar requested approval of the Capital Project Ordinance for the Mt. Pleasant Force Main Project, with the proposed funding source being the State Appropriation received in the 2023 State Budget in the amount of \$10,495,000, which is the amount listed for this project in WSACC's Capital Improvement Plan.

Ms. Dixon made a motion to approve the Capital Project Ordinance for the Mt. Pleasant Force Main Project. Mr. Donham 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
MT. PLEASANT FORCE MAIN 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 **Mt. Pleasant Force Main Project**.

WHEREAS, the engineering, design, and construction of the **Mt. Pleasant Force Main 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 **Mt. Pleasant Force Main 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 **Mt. Pleasant Force Main Project**.
2. The following revenues are anticipated to be available to WSACC:
Increase State 2023 Appropriations Act Grant \$ 10,495,000
3. The following amounts are appropriated expenses for the project:
Increase Capital Outlay \$ 10,495,000
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 on this 18th day of June 2026.



WATER AND SEWER AUTHORITY OF
CABARRUS COUNTY, NORTH CAROLINA

Jeff Corley, Vice-Chairman

ATTEST:

Shannon Kincaid, Secretary
(Seal)

Request for Approval of the Capital Project Ordinance for the Wolf Meadow Branch Parallel Interceptor Project

Ms. Heglar requested approval of the Capital Project Ordinance for the Wolf Meadow Branch Parallel Interceptor Project, which will be funded with System Development Fees transferred from other capital project funds totaling \$2,971,001.

Ms. Parsley-Hubbard made a motion to approve the Capital Project Ordinance for the Wolf Meadow Branch Parallel Interceptor Project. Mr. Donham 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
WOLF MEADOW BRANCH PARALLEL INTERCEPTOR 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 **Wolf Meadow Branch Parallel Interceptor Project**.

WHEREAS, the engineering, design, and construction of the **Wolf Meadow Branch Parallel Interceptor 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 **Wolf Meadow Branch Parallel Interceptor 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.

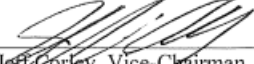
NOW, THEREFORE, BE IT ORDAINED by the Board of Directors of WSACC that the following capital project ordinance is hereby adopted:

1. The project authorized is for the engineering, design, purchase of equipment, and construction of the **Wolf Meadow Branch Parallel Interceptor Project**.
2. The following revenues are anticipated to be available to WSACC:
Increase Transfer of System Development Fees \$ 2,971,001
3. The following amounts are appropriated expenses for the project:
Increase Capital Outlay \$ 2,971,001
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 18 day of June 2026.

ATTEST: 
Shannon Kincaid, Secretary
(Seal)

WATER AND SEWER AUTHORITY OF
CABARRUS COUNTY, NORTH CAROLINA


Jeff Corley, Vice-Chairman

Request for Approval of the Budget Amendments for the Back Creek Interceptor Extension Capital Project Fund, the Lower Coddle Creek Parallel Interceptor Capital Project Fund, and the Rocky River Rehabilitation Capital Project Fund

Ms. Heglar requested approval of three budget amendments: Back Creek Interceptor Extension Capital Project Fund, Lower Coddle Creek Parallel Interceptor Capital Project Fund, and Rocky River Rehabilitation Capital Project Fund, to transfer unused System Development Fees to the Wolf Meadow Branch Parallel Interceptor Capital Project Fund. Ms. Heglar noted that

the budget amendment for the Rocky River Rehabilitation Capital Project Fund would eliminate unnecessary transfers.

Mr. Mendoza made a motion to approve the Budget Amendments for the Back Creek Interceptor Extension Capital Project Fund, the Lower Coddle Creek Parallel Interceptor Capital Project Fund, and the Rocky River Rehabilitation Capital Project Fund. Mr. Holloway seconded the motion, and the Board approved by unanimous vote.

The ordinances were 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 19th day of January 2019, adopt the **Back Creek Interceptor Extension Project**; 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
6048192 7997	Transfer of SDF to Capital Project Fund	\$1,248,574	\$0	\$1,248,574
6038192 4965	System Development Fees	\$1,248,574	\$859,426	\$2,108,000

REASON:

This budget amendment transfers unused System Development Fees to the Wolf Meadow Branch Parallel Interceptor Capital Project Fund.

Adopted this 18th day of June 2026.



WATER AND SEWER AUTHORITY OF
CABARRUS COUNTY, NORTH CAROLINA


Jeff Corley, Vice Chairman

ATTEST:


Shannon Kincaid, Secretary
(Seal)

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 17th day of January 2019, adopt the **Lower Coddle Creek Interceptor Capital Project**; 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
6048191 7997	Transfer to Capital Project Fund	\$425,667	\$1,296,760	\$1,722,427
6048191 6570	Lines & Stations	(\$425,667)	\$34,315,755	\$33,890,088

REASON:

This budget amendment transfers unused System Development Fees to the Wolf Meadow Branch Parallel Interceptor Capital Project Fund.

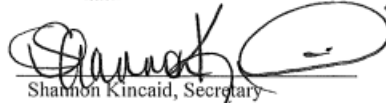
Adopted this 18th day of June 2026.



WATER AND SEWER AUTHORITY OF
CABARRUS COUNTY, NORTH CAROLINA


Jeff Corely, Vice Chair

ATTEST:


Shannon Kincaid, Secretary
(Seal)

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 April 2025, adopt the **Rocky River Rehabilitation Capital Project Fund**; 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
6038025 4970	Transfer from Capital Project Fund	(\$1,296,760)	\$1,296,760	\$0
6048025 7997	Transfer to Capital Project Fund	(\$1,296,760)	\$1,296,760	\$0

REASON:

Adjust the budget to remove an unnecessary transfer.

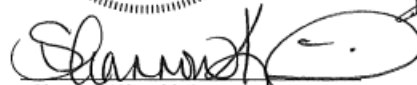
Adopted this 18th day of June 2026.



WATER AND SEWER AUTHORITY OF
CABARRUS COUNTY, NORTH CAROLINA


Jeff Corley, Vice Chairman

ATTEST:


Shannon Kincaid, Secretary
(Seal)

Request for Approval of the Annual Audit Contract as Required by the Local Government Commission

Ms. Heglar informed the Board that the North Carolina Local Government Commission (“LGC”) requires WSACC to submit annual audits by December 31. Additionally, the LGC requires that WSACC's Board of Directors approve the contract to complete the audit annually. Ms. Heglar stated that WSACC has contracted with DMJPS to complete the audit for \$33,600, the

cost DMJPS presented in its audit proposal to WSACC when WSACC bid its audit services in 2025.

Ms. Parsley-Hubbard made a motion to approve the Annual Audit Contract as required by the Local Government Commission to DMJPS in the amount of \$33,600. Mr. Patrick seconded the motion, and the Board approved by unanimous vote.

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 June 18, 2026, to discuss Wastewater Treatment Expansion Alternatives (“Alternatives”) from the WSACC Facilities Plan.

Mr. VonCannon prepared and provided a PowerPoint presentation to the Board regarding WSACC Capacity and Future Flow Projections. The presentation included twenty (20) years of historical wastewater flow data at RRRWWTP to provide a better understanding of potential future flows at RRRWWTP by: looking at the historic flow trend at RRRWWTP; looking at past System Development Fee collection numbers in detail; looking at flow acceptance numbers per year in detail; and explaining how these three data groups will assist WSACC’s Board with dialing in on projected growth into the future to reduce the likelihood of overexpanding the RRRWWTP.

Highlights of the presentation included:

- How rainfall and the accompanying inflow and infiltration have major impacts on the flows at RRRWWTP. These challenges make the volume of the impacts tough to quantify.
- How flow acceptance numbers provide a look at future wastewater capacity needs of approximately one to six years, and the requirements for calculating flow acceptance values result in very conservative flow projections.
- How System Development Fees provide a more moderate look at future wastewater capacity needs of approximately three to eighteen months and are still slightly conservative.
- How the actual flow at the RRRWWTP is typically for the previous calendar year, which is a slight look-back, and can be significantly impacted by weather patterns.
- The 10-year wastewater flow growth total systemwide at RRRWWTP was 0.524 million gallons per day (“MGD”). At this rate, eight (8) MGD would last approximately 15.3 years.
- The 10-year Cabarrus County wastewater flow growth (excluding Charlotte Water) was 0.436 MGD, or a 2.08% growth rate.
- The 10-year System Development Fees for only Cabarrus County were 0.383 MGD, or a 1.80% growth rate. At this rate, eight (8) MGD would last approximately 20.9 years.
- The 10-year Flow Acceptance for only Cabarrus County was 0.825 MGD, or a 3.92% growth rate. At this rate, eight (8) MGD would last approximately 9.7 years.
- Current projections using available census information show Cabarrus County growing by 37% by 2040, WSACC’s current planning horizon, which equals an annual growth rate of 2.12%.

Following the presentation, the Board had several lengthy discussions centered on the presentation and the information provided, including each member jurisdiction providing WSACC with preliminary estimates of the volume of wastewater treatment capacity needed or desired through an approximate planning horizon of 2040. The preliminary estimates were as follows: City of Concord – 3.0 MGD; City of Kannapolis – 1.5 to 2.5 MGD based on flow acceptance numbers; Town of Harrisburg – 1.8 MGD based on flow acceptance numbers; Town of Mt. Pleasant – 0.325 MGD based on flow acceptance numbers. Mr. VonCannon asked each member jurisdiction whose capacity needs were based on flow acceptance numbers to recalculate that information to determine the amount of actual capacity needed. Additionally, Mr. VonCannon noted that preliminary indications from Charlotte Water are that Charlotte Water will not need more capacity through 2035.

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

GENERAL DISCUSSION

Updates from the Executive Director

Mr. VonCannon informed the Board that the Coddle Creek Reservoir's lake level is down 1.3 feet, with approximately a half-foot drop in the last week. The Board briefly discussed the information provided.

Next, Mr. VonCannon informed the Board that historically, the Board has at times elected to cancel the July regular meeting. He noted that should the Board decide to cancel the meeting, no pressing business or requests for board action would be affected. Following a brief discussion by the Board, it was decided to revisit canceling the July meeting until closer to the time the agenda is prepared.

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION

At 7:07 P.M., Ms. Parsley-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. Mr. Mendoza seconded the motion, and the Board approved by unanimous vote.

At 7:09 P.M., Mr. Patrick made a motion to come out of the closed session. Mr. Wise seconded the motion, and the Board approved by unanimous vote.

At 7:09 P.M., Ms. Parsley-Hubbard made a motion to adjourn. Ms. Dixon seconded the motion, and the Board approved by unanimous vote.

The meeting adjourned until the next scheduled meeting on Thursday, July 16, 2026.