MINUTES
City Council Public Works & Utilities Committee

Wednesday, September 2, 2026 – 3:30 p.m.
City Council Chambers

Members Present:	Lauren Wise, Chair, Council Member Gary Daniel, Vice Chair, Council Member Owen Carson, Citizen Member Mayor Maureen Copelof, Ex-Officio
Staff Present:	Wilson Hooper, City Manager (arrived at 3:40pm) David Todd, Assistant City Manager Cliff Justus, Public Works Operations Manager Dennis Richardson, Water Treatment Plant Supervisor Aaron Winans, Wastewater Treatment Plant Supervisor Shawnee Cummings, Assistant to the City Manager
Guests:	Matt Broderick (KCI), Kyle Seaman (KCI), Harvey Sankey
Media:	None

A. Welcome and Call to Order

Committee Chair Lauren Wise called the meeting to order at 3:30 p.m.

B. Certification of Quorum

Assistant to the City Manager Shawnee Cummings certified that a quorum was present.

C. Approval of Agenda

Mr. Carson moved, seconded by Mr. Daniel to approve the agenda as presented. The motion carried unanimously.

D. Approval of Minutes – August 5, 2026 Meeting

Mr. Daniel moved, seconded by Mr. Carson to approve the minutes of the August 5, 2026 meeting as presented. The motion carried unanimously.

E. Project Updates – Mr. Todd presented the following updates:

1. Public Works Update

Mr. Todd compiled a list of updates on work performed by Public Works employees in the past 30 days, outside of their normal scope of work and day-to-day responsibilities.

Water

Cashiers Valley Storm Drain Project: Pressure tests performed and samples taken; meetings with contractors, engineers and Assistant City Manager; replacement of leaking glands on 6" water line; digging to find and verify location and depth of 14" water main (not successful); made ¾" tap to verify whether line was live or dead.

Apartment Complex at Roundabout: Chlorinated 1000' of new 8" and 6" water lines and flushed it out; sampled 1000' of 8" and 6" water lines; made fire line ready; put water lines in service.

Burrell Mountain Pump Station: Checked and fixed comm fail (low tank level).

Leaks (check, search and/or repair): 5
Meters (check and/or repair): 4
Streets Assist: 1
Sanitation Assist: 1

DOT Project at Walmart: 6" tap made on 10" main for fire hydrant.

Sewer

Lift Stations: Checked pump run times, inspected wet wells, pulled and cleaned out pumps, mowed and weed-eated, used new vac truck to suck up all the grease built up inside wet wells, performed weekly inspections of wastewater pump stations and recorded data (hours, condition of wet wells, total gallons, etc.).
Manhole Repair/Rehab: Installed and grouted new ring and lid on manhole (to replace old style locking lid); inspected 4 new manholes to get ready for state inspection.
Locates: 344 (as of 8/28/26).
Residential Taps: 2
Sewer Blockages: Unblocked 668 feet of sewer lines.
Sewer Repairs: Replaced 3' section of sewer service lines (damage caused by roots); replaced sewer service line so pump line could be hooked to it; replaced 4" cleanout cap; 4" 2-way cleanout installed; inspected sewer lines hit by power company and verified the lines were no longer active.
Housekeeping: Seeded and strawed where taps were made; seeded and strawed where sewer service lines were replaced; mowed, weed-eated and sprayed lift stations.
Line Cleaning: 5,484 feet (as of 8/28/26). Required Footage for 2026: 31,680 feet; Cleaned to Date: 45,459 feet. Exceeded requirement by 13,779 feet to date.
Video Inspections: 5,182 feet (as of 8/28/26).
County Assist: Helped county with unstopping gutter drains at high school.
Streets/Sanitation Assist: 3 (cardboard, recycling, trash and brush collection, street repairs).
Water Assist: 12 (meter and meter box replacement, leak checks, tap installations.

Garage

Completed 197 fleet maintenance work orders as of 8/28/26.

Streets & Sanitation

Utility Strips Mowed: 27
Roads Flail Mowed: 9
Trimming Around Signs: 12
Roads Trimmed by Hand: 2
Stop Bars Painted: 16
Utility Patches: 14
Potholes Patched: 1
Potholes Patched: 1
Bags of Brush: 127
Loads of Loose Brush: 33
Special Waste Collections (bulk collections): 5
TVs Collected: 2
Storm Drain Grates Cleaned: 20
Erect/Remove Banners: 3
Signs Installed/Removed: 3
Recycle Carts Delivered: 9
Trash Collection: 262.32 tons
Recycle Collection: 53.7 tons.
Cardboard Collection: 20.49 tons.
Water Assist: 1 – helped with leak repair.

Building & Grounds

Mowing: Weekly, mowed 36 acres of parks and properties and bike paths.
Sports Complex: Nail and light drag all 6 fields once a week to keep up and daily trash check and removal.
Clemson Plaza: Weekly weed removal.
Bump Outs: Weekly weed removal.
City Hall: Completed ALL work orders (set up for meetings, etc.), cleaned and refinished 2 office floors downstairs, moved and rearranged the offices downstairs, started painting downstairs area, removed the carpet from mayor's office, painted and installed new quarter round in mayor's office.
MCJCC: Installed new blinds.
Police Department: Installed handicap parking sign.
Franklin Park: Had new mulch installed, cleaned inside of pool house and winterized bathrooms and showers inside.
City Public Restrooms and Buildings: Cleaned daily.
Dog Waste: Removal twice weekly at all city dog waste stations.
Misc. Work Orders: Flags, clogs, etc. all completed.
OSHA: Performed inspection of city buildings with OSHA inspectors.

Another update noted by Mr. Todd was a meeting with the County regarding their pump station at the High School. Once the county replaces the pump station, the County is interested in dedicating the pump station to the City. Mr. Owen asked if the County currently owns the pump station. Mr. Todd said yes, but it is unusual, especially at a public facility. The pump station serves Hickory House, Illahee Hills, and Country Club.

2. Stormwater Master Plan

McAdams is contracted for the Citywide Stormwater Master Plan and recently completed Phase 1 in June, which focused on Existing Conditions Analysis. This effort is

supported by desktop analysis, geodatabase development and management, analysis of existing stormwater systems, preliminary CIP prioritization planning, and UDO updates.

A draft report was submitted to the City at the end of June to complete Phase 1. This included existing conditions hydraulic modeling results, CIP prioritization, the UDO updates, CCTV reports, and a GIS geodatabase compiling stormwater inventory from Land of Sky and McAdams' data collection. The report is currently under review by the City.

Below is the schedule:

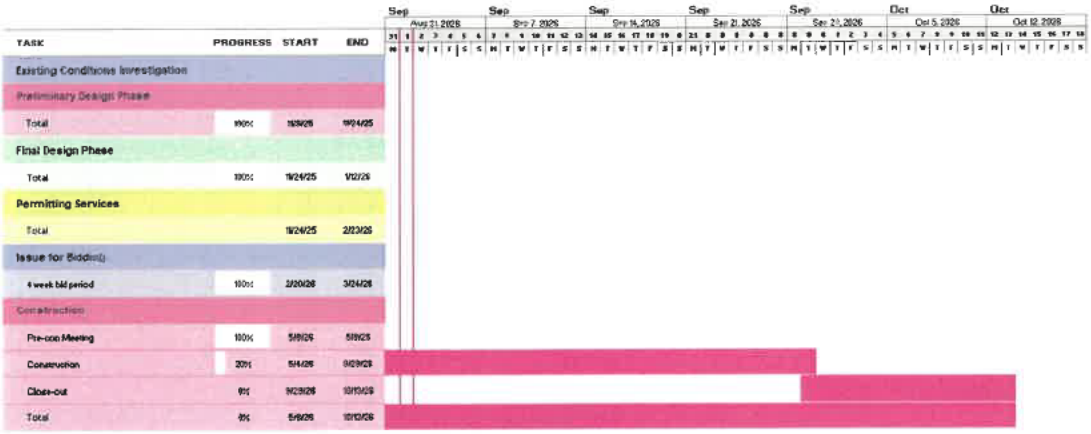
1. Completed Asset Geodatabase and Dashboard
2. ERU Analysis is underway
    a. McAdams and the City met August 5th to review changes from the initial meeting and provide feedback.
    b. City to review through the month of August and respond to McAdams in September with any changes needed.
3. Phase 2 completed in fiscal year 2027 (July 2026 – June 2027)
    a. Schematic Design and Identification of Funding

3. Hillview Street Culvert Update

- The 4" gas main at the southern end remains a conflict preventing installation of the top halves of the culvert.
- Enbridge Gas indicated on 8/26/26 that they would expedite the retirement (i.e., removal from service) of the main as soon as they received the encroachment agreement, which was shared with them on the same date.
- The gas main located at the north end has been determined to be a 2" main. The Contractor has been made aware that they need to coordinate that relocation.
- The 6" water main in Phase 1 has been successfully lowered.
- A 14" watermain was discovered after placement of the 4th bottom section. This is the main that was originally thought to be running in the creek north of the culvert. The contractor is working to obtain the materials needed to relocate this main. The current estimate to receive one of the two 14" valves required for this relocation is 10/9/26. Efforts are being made to see if this acquisition can be expedited.
- Materials are being stockpiled onsite and, in the field, located southwest of the intersection of Hillview Street and Cashiers Valley Road (i.e., South of the Silversteen Park and Mary C. Jenkins Community Center parking area).

Hillview St. Culvert

City of Brevard, NC



4. Water Treatment Plant Renovation Update

Work to date:

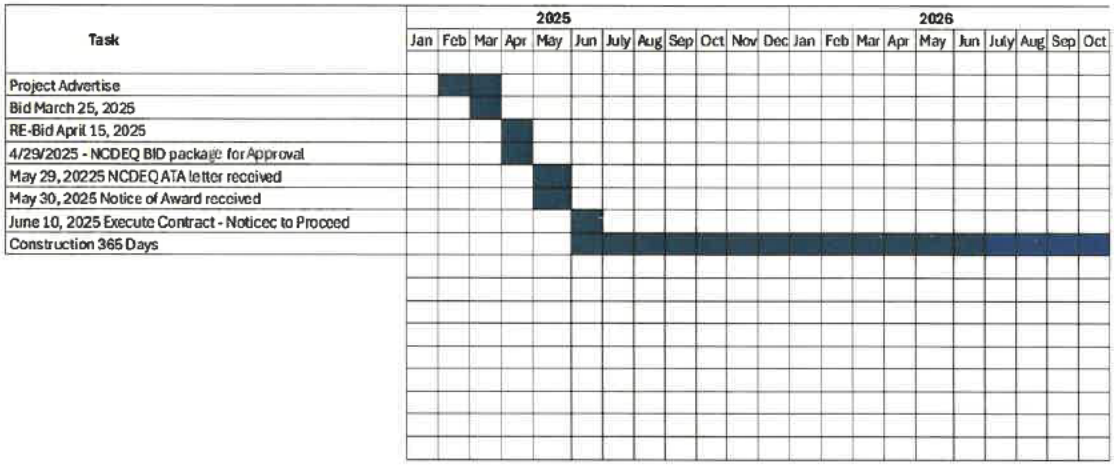
1. Electrical Engineer Approved the Proposed New VFD Drives for the transfer pumps and Raw Water Intake Pumps, waiting on the Final cost for Approvals for Installation.
2. Electrical Engineer Approved the Housekeeping pedestals for the new panels.
3. Electrical Engineer Approved the panel box changes to tie in new Generator.
4. Conduit work and new control panel work continues in the Pump room.
5. New Tank has been partially backfilled; waiting to complete backfilling once the overflow line is installed.
6. Sludge pump has been delivered.

Upcoming work: Work over the next couple of months

1. Delivery of new high service and transfer pumps has been, yet again, pushed out. Contractor is working to remedy this. Pump delivery has been pushed to the end of September of 2026, but the vendor will not provide a date.
2. Generator Start up

The City was given an exception from NCDEQ so that the money related to this project does not have to be spent by the end of this calendar year.

City of Brevard - Water Treatment Plant Improvements :
NCDEQ SRP-D-ARP-0222
Brown PA - 20042



4. Sewer Lift Station Rehabilitation Project

Gallimore Road Site

- TP Howard (TPH) has poured the concrete pads. Racks are scheduled to be delivered this week.
- TPH is coordinating mandrel testing for the installed gravity sewer.

Wilson Road Site

- Generator startup and training were delayed again due to an undersized valve and will be rescheduled once the issue is resolved.

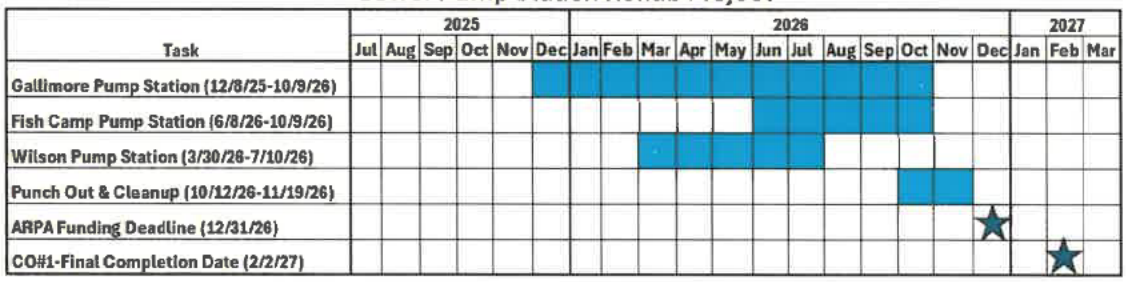
Fish Camp Site

- TPH is waiting on the metal platform before proceeding with electrical work on site.
- TPH has begun setting the pumps in the wet well as of last week.

General

- Shop drawings and submittals are winding down; all major equipment has been approved.

Sewer Pump Station Rehab Project



5. Tannery Smokestack

D.H. Griffin has been awarded the contract to remove both the underground vault and smokestack. The contract was revised to include saving 10 pallets of bricks for use on a future project. D.H. Griffin has ordered the needed geotextile materials and are on hold to start work pending approval of the Environmental Management Plan (EMP) by DEQ.

Our engineer has resubmitted the Vault EMP package to DEQ and is waiting to hear back from DEQ. Based on DEQ comments related to the ash in the smokestack our engineer and contractor are working together to develop a different plan for the ash removal in hopes of greatly simplifying and reducing cost associated with the DEQ request.

Demolition, once started, is estimated to take about a month to complete for the smokestack and a couple of weeks for the vault.

6. Wastewater Treatment Plant Update with KCI

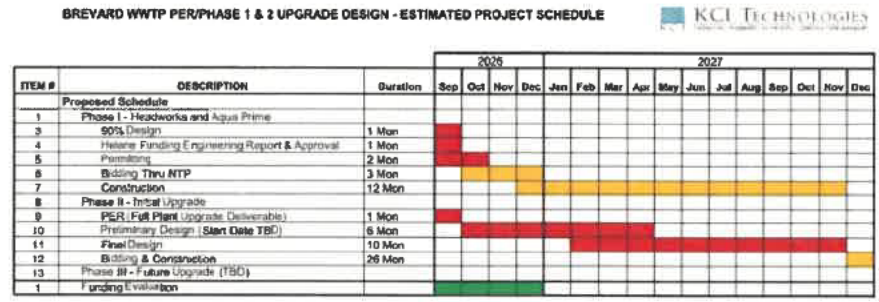
KCI is continuing to work with their subconsultants to finalize the plans and specifications, while simultaneously wrapping up the permitting and funding approval process necessary for the bidding of the Phase 1 design over the next several weeks. The recently awarded $5M supplemental Helene Funding required preparation and submittal of an Engineering Report and Environmental Information Document (ER-EID). This ER-EID was uploaded to the State's electronic permit portal on June 24th for state review and approval. KCI and Brevard Staff received ER-EID review comments from the State on July 17th. Based on the scope of the project, DWI is requiring a Categorical Exclusion by Review that is a more extensive process, which includes a site survey for wetlands and endangered species. KCI conducted the site survey in August and no endangered species were discovered within the project area but wetlands were found to exist where the proposed Headworks is located. KCI is working with City staff to determine next steps which will either require modifications to the proposed layout of the headworks or 401/404 permitting.

KCI is targeting mid-September to submit the revised ER-EID, Construction Plans, and Specs to NCDEQ for review and approval.

KCI will continue to work with the City staff on pursuing Phase 2 funding.

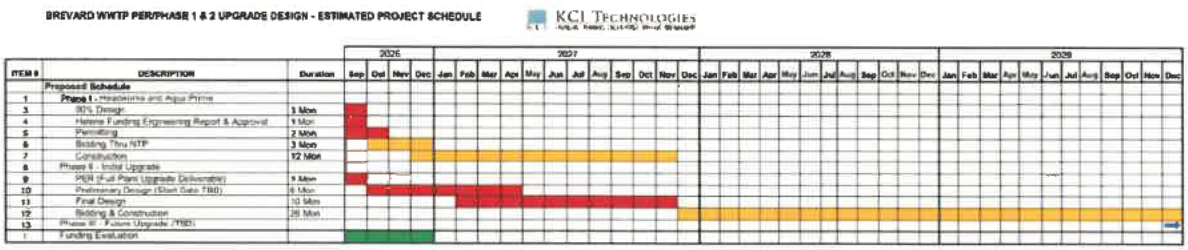
Mr. Todd added that it is not a natural wetland that was identified and that it is a manmade wetland that occurred due to a ditch that was dug when the WWTP was built. The wetland is 0.02 acres (~800 sq. ft.), and he believes DEQ will allow them to remove the wetland and continue construction. If not, then they will have to move the entire project forward by about 50 ft. He added that it would technically work, but it would eliminate planned parking in the front of the building and it would make the site a little awkward, as they would then be building in the middle of the site, as opposed to the edge of the site.

Mr. Todd added that there was prior discussion about bidding Phase 1 in September, but they are now going to bid it in December, which includes time to address the wetland.


BREVARD WWTP PER/PHASE 1 & 2 UPGRADE DESIGN - ESTIMATED PROJECT SCHEDULE

KCI TECHNOLOGIES

ITEM #	DESCRIPTION	Duration	2026 Sep	Oct	Nov	Dec	2027 Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	Proposed Schedule																	
1	Phase I - Headworks and Aqua Prime																	
3	90% Design	1 Mon																
4	Helene Funding Engineering Report & Approval	1 Mon																
5	Permitting	2 Mon																
6	Bidding Thru NTP	3 Mon																
7	Construction	12 Mon																
8	Phase II - Initial Upgrade																	
9	PER (Full Plant Upgrade Deliverable)	1 Mon																
10	Preliminary Design (Start Date TBD)	6 Mon																
11	Final Design	10 Mon																
12	Bidding & Construction	26 Mon																
13	Phase III - Future Upgrade (TBD)																	
1	Funding Evaluation																	


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KCI TECHNOLOGIES

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KCI gave a presentation on the status of the WWTP project (Attachment A). Mr. Broderick explained that initial projections were based on the developable land in the City and the expected wastewater flow that could occur. He added that the expected flow from Davidson River Village was initially omitted and is now incorporated. While it did have some impact, it was not a big jump because some of the land was determined to be in the floodplain and unusable.

Mr. Broderick explained that they used the WWTP's flow data from 2023 and looked at the trend of the data. The data is represented in a graph (Attachment A) and they used the statistical mean to generate low, average, and high projections of future flow. In KCI's estimates, the high projection estimated that our WWTP would reach capacity in about 6 years and with the average projection, it would reach capacity in 12 years. The City pursued a phased approach to start addressing the needed upgrades given the limited amount of time before the WWTP reaches capacity.

Flow data from 2023-2025 was added, which reflects much of the work that the City has done to reduce inflow and infiltration (I&I) in its wastewater system. Since adding the updated data, the average flow projections are trending downward. With updated estimates, the high projection estimates that our WWTP will reach capacity in 22 years and the average projection estimates that our WWTP will reach capacity in 47 years. The City's progress in addressing I&I has changed the slope of the projection line and extended the amount of time that the City has to upgrade its WWTP.

Mr. Todd added that another piece of this is the Water and Sewer Asset Inventory and Assessment, completed by Alvin Fuller, and the next phase of the AIA recommendations

will include $3.5 million worth of work. Mr. Fuller will be helping the City apply for the next round of State Revolving Fund (SRF) loans to implement the next portion of the CIP. Mr. Todd said the planned CIP work includes I&I reduction and will hopefully make the projection line continue to trend downward, pushing the slope of the line further out.

Mr. Carson said with a reduction in I&I, the wastewater becomes more concentrated and asked if that concerns Mr. Winans. Mr. Winans said it is a double-edged sword and that is why the phased approach with the primary disk filters is a critical component. The average organic load already exceeds what the WWTP was designed to handle and without the disk filters, the RBCs cannot continue to remove the organic load. Mr. Broderick said the equalization basin being rehabbed will also help with that.

Mr. Broderick said beyond Phase 1, the goal is to find funding for Phase 2, but now the data suggests that that may not be the best use of the money. He added that if we do nothing, there are operational risks, such as aging RBCs, the lack of availability of spare and replacement parts, the potential for permit or regulatory violations if components were to break, potential environmental cleanup, and significant associated costs.

Mr. Winans said 3 RBCs arrived at the WWTP when an RBC broke in 2021, 2 of which were purchased by the City. The third RBC was slated for MSD, but staff was unsure if they wrote a check for it or not. In 2023, the vendor told the City if they want the RBC, they can write them a check for it. Since 1 of the RBCs that arrived in 2021 was used at the time, that gave the City 2 spare RBCs. This year, 1 RBC was replaced and a couple weeks ago, MSD contacted Mr. Winans wanting to know if the City had an RBC that was theirs. He shared the information to show that we did purchase the RBC. Mr. Todd said that really emphasized the risk we face with not having any spare parts. Mr. Winans said the cups for the RBCs are the main issue because they are old and brittle, and we are unable to find replacement cups. In addition, used RBCs do not have the attachment points for the cups, so you have to find an alternative way to attach them that is less secure. He said he could 3D print the cups, but that would be a full-time job.

Mr. Broderick said in looking toward Phase 2, we have a couple years to identify and secure funding which will be around $50-80 million. Due to limited borrowing capacity for loans, funding will primarily need to be in the form grants and grants often have caps, so there may need to be multiple funding sources. Mr. Broderick said getting the necessary funding can take time, and he has often seen these projects take 8-10 years from the time you start the project to the time that construction is done. Mr. Todd said in the best-case scenario, we are at least 4-6 years out from the WWTP upgrades being complete and we are going to be carrying the RBC risk during that time. He added that if we choose to retrofit the RBCs, it is not necessarily a short-term investment and it could buy us 20 years of use, assuming the updated flow projections hold true.

Mr. Todd also noted that an option is to replace our belt press with a centrifuge, as it would greatly reduce the amount of water we are hauling out, increases the solids content, and reduces the weight of the solids content. Mr. Winans also noted that if the landfill becomes a transfer station, they will not haul our sludge and the City will not

have a solution for its biosolids. Land application is not a viable path due to PFOS and microplastics. He added that other small cities are facing the same issue because they are not large enough to entice a company like McGill, so there has been discussion about a regionalized solids processing facility. Mr. Todd said he brought this up because we do not need to solely focus on the RBCs, and there are options to phase it. By focusing on just the RBCs, it would be about a $10 million project and to do both the RBCs and a centrifuge would be about $20 million, but it would set us up for the future.

Mr. Broderick said the project would be a good use of capital and provides reliability at the City's treatment facilities while we continue to identify funding. He added that Phase 1 will provide a lot of process benefits to how the RBCs operate, whether the RBCs are retrofitted or not, and will reduce the BOD loading that the facility is currently taking on. By replacing the RBCs, it will give the City newer equipment that is still actively being manufactured and buys time until Phase 2 is needed. Mr. Broderick recommended that KCI conduct a feasibility study to evaluate RBC replacement, vet manufacturers, generate detailed cost estimates, and evaluate if the WWTP's current electrical equipment can handle the electrical load of motor driven RBCs.

Mr. Carson asked how many plants regionally still use RBCs. Mr. Broderick said the plants that use them are the ones that already have them, and no one has built a new RBC plant since the 90s. Mr. Winans said he has found some in other countries and while some manufacturers still manufacture RBCs, most plants are not built to use RBCs. Mr. Todd clarified that manufacturers still produce electric driven RBCs, but they are not producing air driven RBCs.

Mr. Daniel stated that he feels we are planning for something obsolete because no one is building new plants that use RBCs and even the companies that build RBCs will not be around forever. Mr. Todd said it is not an end solution, but it is a way of mitigating our risk and buying us time. Mr. Daniel said he understands and agrees, but when they say it would be 20 years until we need to implement Phase 2, that is not that far away given how long things take in the municipal world and we need to continue to press forward.

Mr. Todd said the next step is to have KCI conduct the feasibility study, which will cost around $40,000. He added that if we retrofit the RBCs, it is likely to increase our success rate in getting a grant because replacement of retrofit RBCs gets awarded more points than replacement of original RBCs. Mr. Todd said Staff are looking to see if the Committee is willing to recommend the feasibility study.

Mr. Carson moved, seconded by Mr. Daniel to recommend approval of KCI's feasibility study to evaluate the feasibility of retrofitting the old RBCs with new ones to Council.

F. Public Comment

Harvey Sankey asked clarifying questions about the City's grant funding for Phase 1 and the amount of funds remaining. He also asked to confirm that the money for the feasibility study would come out of the existing grant funds. Staff confirmed.

G. Set Next Meeting – Wednesday, October 7, 2026 at 3:30pm

The next regular meeting of the committee will be on October 7, 2026 at 3:30pm.

H. Adjourn

There being no further business, the meeting was adjourned at 5:01 p.m.

Minutes Approved: October 7, 2026

Lauren Wise, Chair, Council Member
Gary Daniel, Vice Chair, Council Member

Shawnee A. Cummings

Shawnee Cummings
Assistant to the City Manager

BREVARD WWTP Intermediate RBC Feasibility Study Presentation



CITY OF BREVARD

SEPTEMBER 2, 2026

KCI ASSOCIATES OF NC

Projected Future Flows

Future Flows Summary				
Parcels	Gross Acreage	Total DU	Flow Allocation[1] (GPD)	Est. Actual Flow[2] (GPD)
Within City Limits				
Developable	908	3,935	**944,400**	**314,800**
Developed (existing customers)	2,798	20,233	4,882,170	**1,627,390**
Outside City Limits				
Developable	2,253	5,877	**1,410,480**	**470,160**
Developed (existing septic)	2,601	10,371	2,489,040	1,244,520
Full Buildout Flow Range			**High Range[3]**	**Low Range[4]**
			3,982,270	***2,412,350***

[1] Flow Allocation based upon 240 GPD per DU. Represents theoretical flow based on maximum zoning density
[2] Estimated Actual Flow based of WWTP Influent Data compared to Flow Allocation of Existing Customer Base
[3] High Range Flow Estimate = 1,627,390 + 944,400 + 1,410,480
[4] Low Range Flow Estimate = 1,627,390 + 314,800 + 470,160

Projected Future Flows (Revised)

Includes Davidson River Site

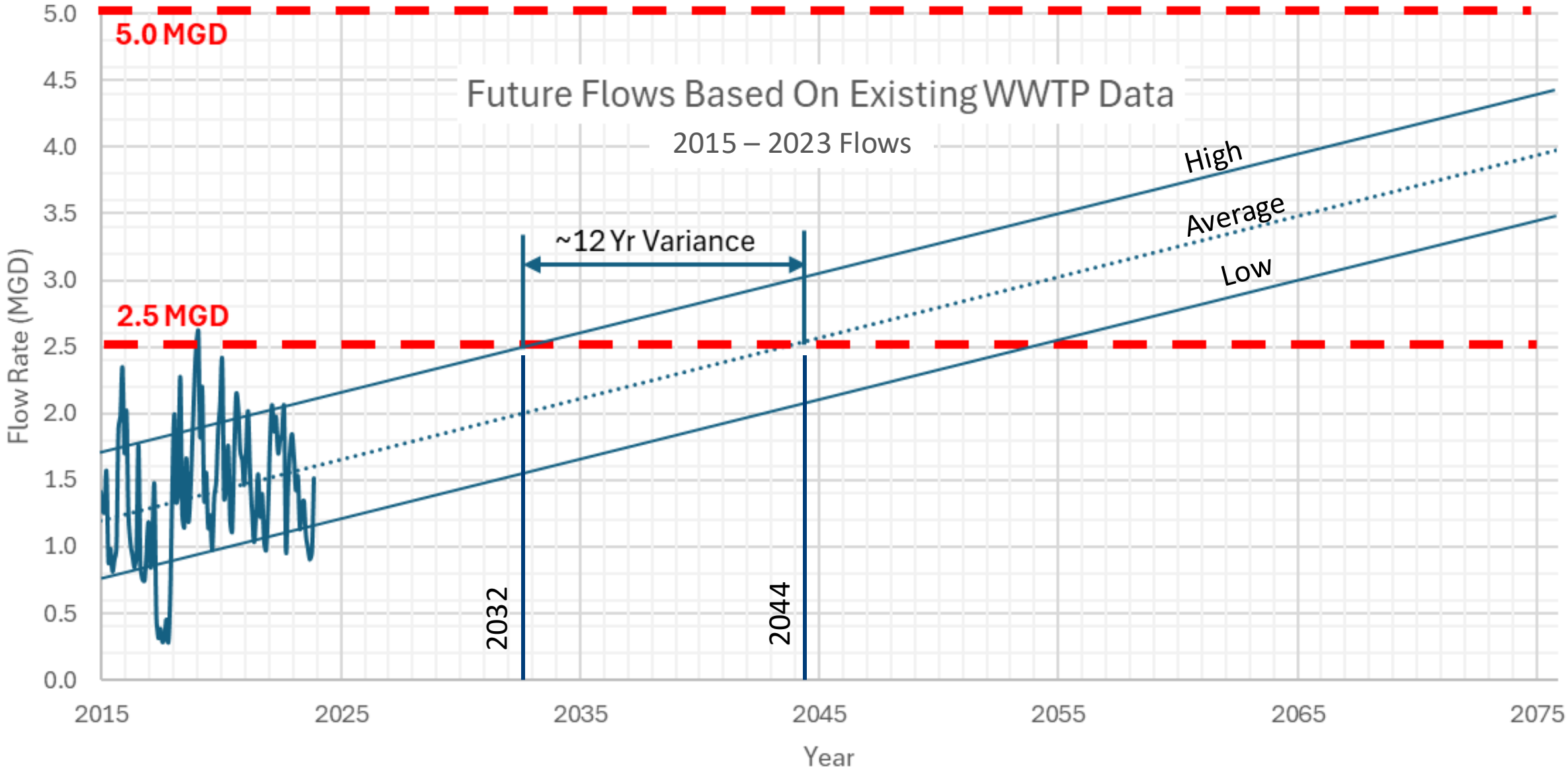
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Developed (existing customers)	2,798	20,233	4,882,170	**1,627,390**
Outside City Limits				
Developable	2,392	6,237	**1,578,720**	**526,240**
Developed (existing septic)	2,652	10,771	2,585,040	1,292,520
Full Buildout Flow Range			**High Range[3]**	**Low Range[4]**
			4,150,510	***2,468,430***

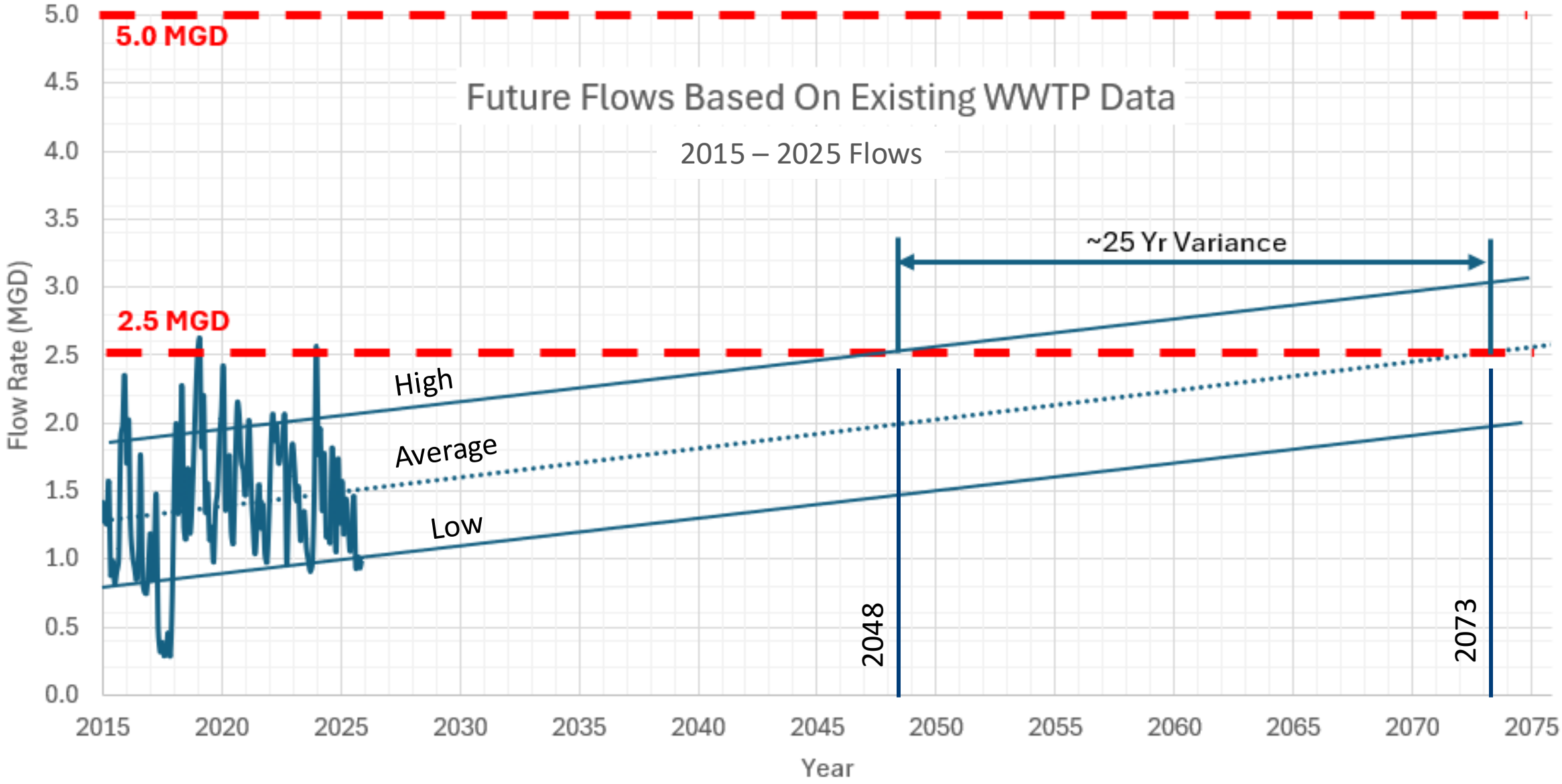
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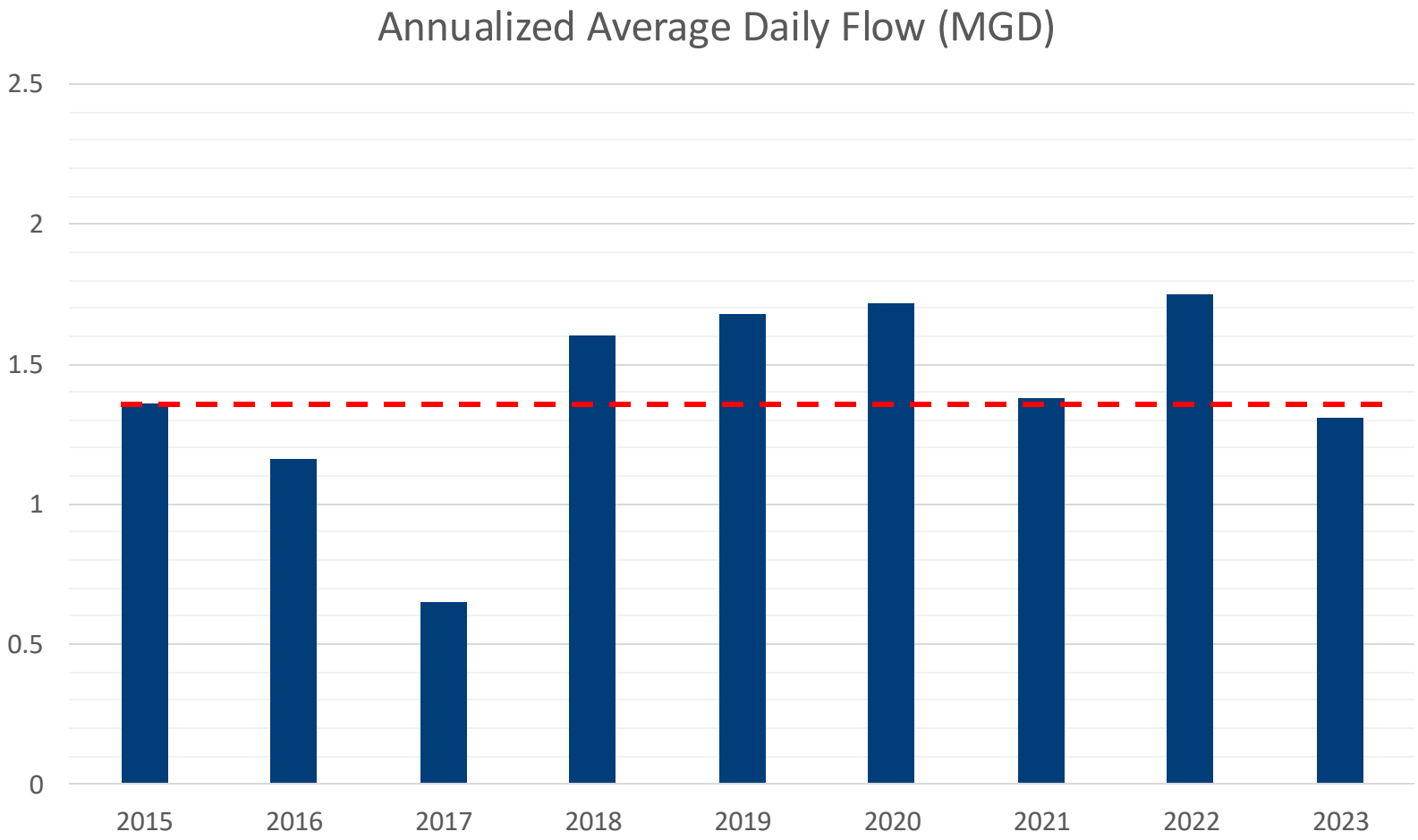
[4] Low Range Flow Estimate = 1,627,390 + 314,800 + 526,240


Future Flows Based On Existing WWTP Data
2015 – 2023 Flows
5.0 MGD
2.5 MGD
~12 Yr Variance
High
Average
Low
2032
2044
Flow Rate (MGD)
Year
5.0
4.5
4.0
3.5
3.0
2.5
2.0
1.5
1.0
0.5
0.0
2015
2025
2035
2045
2055
2065
2075


Future Flows Based On Existing WWTP Data
2015 – 2025 Flows
5.0 MGD
2.5 MGD
~25 Yr Variance
High
Average
Low
2048
2073
Flow Rate (MGD)
Year
5.0
4.5
4.0
3.5
3.0
2.5
2.0
1.5
1.0
0.5
0.0
2015
2020
2025
2030
2035
2040
2045
2050
2055
2060
2065
2070
2075

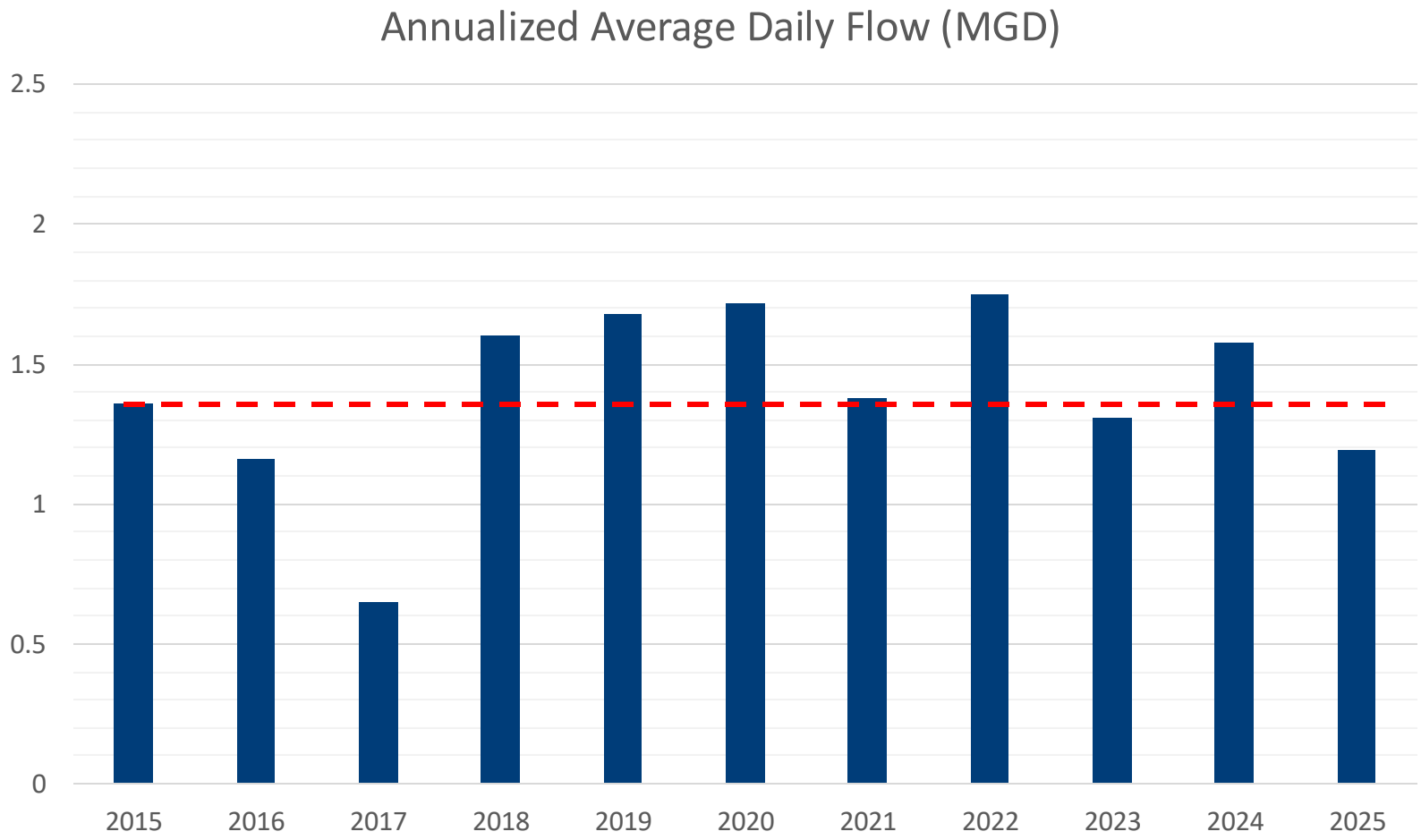
Existing WWTP Flows

Uses flow data from 2015 -2023



Existing WWTP Flows (Revised)

Uses flow data from 2015 -2025



Why Study Feasibility of RBC Retrofit

WWTP Operational Risks (No Action Alternative)

- Age of equipment
- Availability of spare/replacement parts
- Consequences of failed equipment
  - Permit Violations
  - Environmental cleanup
  - Emergency Equipment Repair Costs

Why Study Feasibility of RBC Retrofit

Why not wait to upgrade (Phase II)?

- Current Phase II budget is between $50M & $80M
- Brevard has limited borrowing capacity for loans
- Grants in that magnitude are hard to obtain
- If funding is identified, it may still take 1-2 years to secure funding to construct Phase 2.
- Phase 2 design, permitting, bidding & construction is likely 3-4 years until placed into operation.

Why Study Feasibility of RBC Retrofit

Why consider RBC Replacement?

- Combined with Phase 1, new RBC's will provide reliable capacity up to 2.5 MGD
- New equipment will be more reliable and maintainable
- Lower cost will make more grant / loan options more feasible to obtain ($5M - $10M)
- Buys time until Phase 2 can be implemented (likely 4 – 10-year window)

Closing

Recommend performing feasibility study to evaluate technical feasibility of retrofitting old RBC’s with new ones to provide reliable operational support until new WWTP expansion (Phase 2) is funded and placed into operation (4–10-year window)