MINUTES
City Council Public Works & Utilities Committee

Wednesday, February 5, 2025 – 3:30 PM
City Council Chambers

Members Present:	Mac Morrow, Chair, Council Member Lauren Wise, Vice-Chair, Council Member Owen Carson, Citizen Member Mayor Maureen Copelof, Ex-Officio
Staff Present:	David Todd, Assistant City Manager Dennis Richardson, Water Treatment Plant Supervisor Emory Owen, Wastewater Treatment Plant Supervisor Wesley Shook, Public Works Director Aaron Winans, Wastewater Treatment Plant Staff Becky McCann, Communications Coordinator Dean Luebbe, Finance Director Selena Coffey, Assistant to the City Manager
Guests:	Harvey Sankey, Kevin Gallo, Linda Gallo, Kyle Seaman (KCI), Matt Broderick (KCI), Tom Vollmar (KCI), Dave Bradley (Transylvania Times)

A. Welcome and Call to Order

Committee Chair Mac Morrow called the meeting to order at 3:30pm.

B. Certification of Quorum

Assistant to the City Manager Selena Coffey certified that a quorum was present.

C. Approval of Agenda

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

D. Approval of Minutes – January 9, 2025 Meeting

Mr. Todd asked that an item be added to the agenda as item A regarding traffic circle retaining walls. Mr. Wise made a motion to approve the agenda as amended, seconded by Mr. Owen, and all voted in favor.

E. Traffic Circle Retaining Walls

Mr. Todd introduced the agenda item, noting that NCDOT had asked what the city preferred regarding two options of faux stone for two different concrete retaining walls.

He asked the committee what they would like the rock retaining walls near the traffic circles to look like. The committee discussed the options provided by NCDOT noting that they would prefer a color that more closely resembles other retaining walls in the city and specifically similar to the rock used on the gateway monument leading into the Pisgah National Forest.

F. Gallimore Sewer Basin Rehabilitation Project

Mr. Todd introduced the agenda item noting that the project was intended to rehabilitate and replace approximately 10,000 liner feet of gravity sewer and manholes in the Brushy Creek, Jumping Branch, Singing Branch, and Gallimore Sewer basins. The company that won the bid and was able to make repairs for less cost than originally anticipated, resulting in approximately $600,000 in savings, which allowed the city to make additional improvements that weren't available in the original scope of work. Mr. Todd noted that he felt that this project could be completed within the allocated budget.

G. Sewer Lift Station Rehabilitation Project

Mr. Todd led this update noting that the city was building a new lift station for the Gallimore Road basin, rehabilitating the Fish Camp lift station, and adding a generator there as well as sewer at the Wilson Road lift station assuming the budget/bids allow. He noted that the bids were currently being advertised and due by March 4, 2025. He estimated construction of approximately 500 days for the project(s) with a spending deadline of December 2026. Mr. Todd noted that the Gallimore Road property easement discussion is going well, and the Fish Camp easement is taking more time for negotiations. He noted that there may be potential for eminent domain for this property as a worst-case scenario.

H. Water Treatment Plant Renovation Update

Mr. Todd spoke on this update, noting that the project budget is approximately $5 million and is currently out for bid, which closes on March 25, 2025. He expects construction to continue through July 2025 with pump replacements, a new clearwell tank, and rehabilitation of basins. Mr. Todd stated that $900,000 has been committed for design on this project and he expects that there will be more money committed for the construction observation administration purposes, or approximately 25%+ of construction cost for design work. He indicated that the grant administration and permitting are significant portions of this percentage.

I. KCI Wastewater Treatment Plant Update

Mr. Todd introduced this agenda item, stating that KCI will be leading the more formal presentation. He noted that the city has a $352,000 contract with KCI and asked Matt Broderick from KCI Technologies to then present the following PowerPoint:

BREVARD WWTP
PRELIMINARY
ENGINEERING REPORT
PROJECT UPDATE

CITY OF BREVARD

FEBRUARY 5, 2025



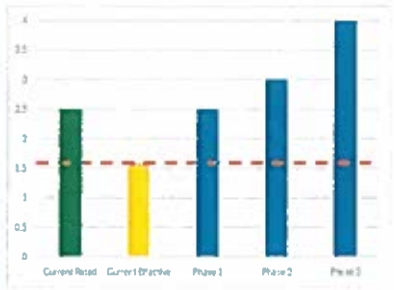
Agenda

- Project Phasing Discussion
- Design Flows Discussion
- Schedule

Project Phasing & Existing / Future WWTP Capacities Discussion

- Existing WWTP
  - Rated Capacity: 2.5 MGD
  - Effective Treatment Capacity: ~1.7 MGD
- WWTP Upgrade (Phase 1)
  - Headworks upgrades, keep existing RBC's
  - Rated Capacity: 2.5 MGD
- WWTP Upgrade (Phase 2)
  - New Biological Process
  - Rated Capacity: 2.5 or 3.0 MGD
- WWTP Upgrade (Phase 3)
  - Additional Capacity to New Biological Process Install in Phase 2
  - Rated Capacity: 4.0 or 5.0 MGD

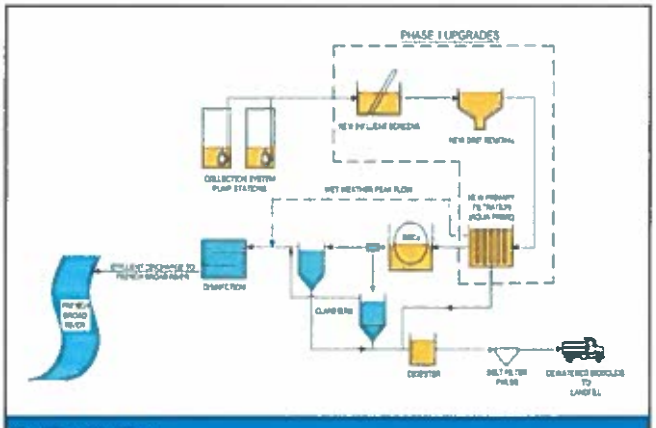
Project Phasing & Existing / Future WWTP Capacities Discussion



WWTP Phase 1 Upgrade

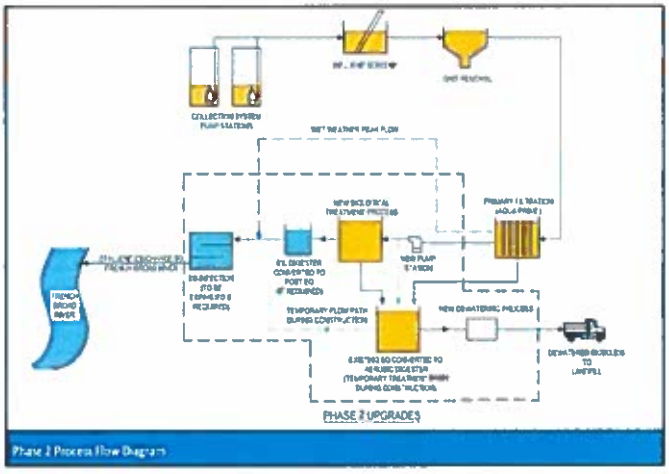
Phase 1:

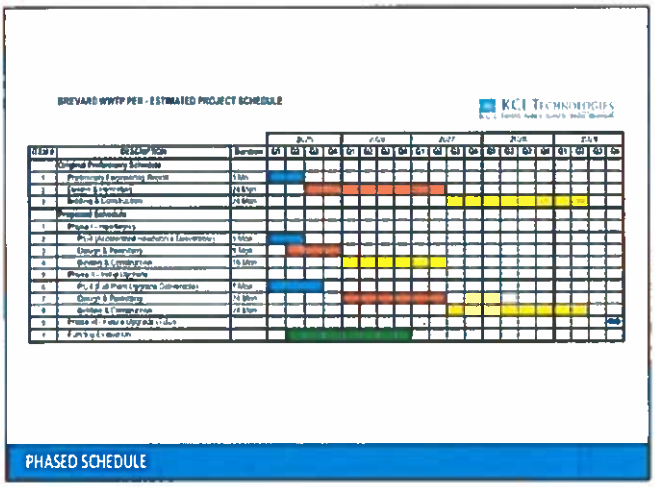
- Available Funding: $12.3 Million
  - Engineering Fees: ~$1.3 Million
  - Construction: ~$11.0 Million
- Demolish Existing Admin. Building
  - Provide Temporary Trailers for Lab/admin/office space
- Install Aqua Prime
  - Reduce BOD/TSS
- Upgrades to Screening and Grit Removal
- EQ Basin Improvements (if funding available)
  - Mixing Upgrades
  - Pumping Modifications

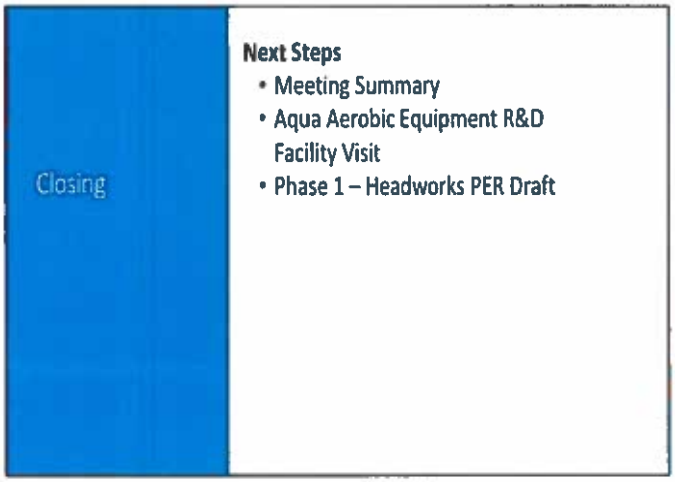


Phase 1 Process Flow Diagram









Mr. Broderick focused on the estimated project schedule, noting completion of the first two phases of the project is expected by 2029. He noted that the improvements in the project upon completion of all three phases is expected to double the city's wastewater capacity from 1.6 mgd[1] to 4.0 mgd and this could serve the city adequately for 20 or more years.

After reviewing the presentation, Mr. Broderick asked the committee for feedback and direction on 1) What size makes sense for the first upgrade in phase II, 2.5 mgd or 3.0 mgd? and 2) For full build out, would the committee be comfortable with a 4.0 mgd facility as opposed to 5.0 mgd?

Mr. Wise stated that he felt comfortable with the 3.0 mgd for Phase II and 4.0 mgd for the full build out. Mr. Morrow and Mr. Carson both agreed with Mr. Wise. Mr. Wise made a motion to approve a 3.0 mgd capacity for phase II and a 4.0 mgd capacity for phase III, as well as upgrading the headworks in phase I. Mr. Carson seconded the motion and the vote was unanimous.

[1] Million gallons per day

Ms. Copelof noted that she felt positive about the project because the city has the funding available for the initial phases. Mr. Carson stated that he felt that it would be important that the city keeps the public informed about the project throughout implementation. Ms. McCann noted that she would keep the city's website updated in this regard. Mr. Morrow asked that staff provide the committee with the original Brevard Basin study and flow projections report.

BREVARD WWTP PER - ESTIMATED PROJECT SCHEDULE

KCI TECHNOLOGIES

			2025				2026				2027				2028				2029			
ITEM #	DESCRIPTION	Duration	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
	Original Preliminary Schedule																					
1	Preliminary Engineering Report	5 Mo																				
2	Design & Permitting	24 Mon																				
3	Bidding & Construction	24 Mon																				
	Proposed Schedule																					
1	Phase I - Headworks																					
2	PER (Accelerated Headworks Deliverable)	5 Mon																				
3	Design & Permitting	9 Mon																				
4	Bidding & Construction	16 Mon																				
5	Phase II - Initial Upgrade																					
6	PER (Full Plant Upgrade Deliverable)	7 Mon																				
7	Design & Permitting	24 Mon																				
8	Bidding & Construction	24 Mon																				
9	Phase III - Future Upgrade (TBD)																					
1	Funding Evaluation																					

J. Public Comment

Harvey Sankey asked about the next step in the wastewater treatment plant project and Mr. Broderick responded and reiterated the final slide. Mr. Sankey asked about permitting and subsequent cost increases. Mr. Broderick responded that this would be based on market variability and economic volatility.

Kevin Gallo thanked Public Works for their diligence with snow removal recently and expressed appreciation for Public Works, Wastewater Treatment, and Water Services departments in general.

K. Set Date for Next Meeting

The next meeting was scheduled for Wednesday, March 5, 2025 at 3:30pm.

L. Adjourn

With no additional business before the committee, the meeting was adjourned at 4:52pm with a motion by Mr. Wise, second by Mr. Carson, and all in favor.

Minutes Approved: March 5, 2025

Mac Morrow, Chair, Council Member
Lauren Wise, Vice Chair, Council Member

Selena D. Coffey
Assistant to the City Manager