



REGULAR BOARD MEETING

OCTOBER 28, 2025 AT 9:00 AM

BRWA BUSINESS OFFICE – 112 N MAIN STREET

AGENDA

112 North Main Street, Rutherfordton, NC 28139

PHONE: 828.286.0604 | FAX: 877.375.1630

A. WELCOME/ROLL CALL

B. CALL TO ORDER

C. APPROVAL OF MINUTES

- [1.](#) Minutes of Annual Meeting of July 22, 2025

D. PUBLIC PRESENTATIONS

E. SPECIAL PRESENTATIONS

F. APPROVAL OF AGENDA

G. NEW BUSINESS

- [1.](#) Consideration of Resolution 11-25: Authorization to Apply for SRF Helene Funding

H. REPORTS

- [1.](#) Director's Report

- [2.](#) Financial Reports for September 2025

I. CLOSED SESSION: NC GS 143.318.11. A6 - Performance Evaluation

J. BOARD MEMBER REMARKS

K. ADJOURNMENT

Broad River Water Authority Meeting Minutes

July 22, 2025

Stan Clements made a motion for Jamie Guillermo to be re-elected as the Vice Chairman. A second was provided by Jenny Piper. Nominations were closed, and the motion to elect Jamie Guillermo as Vice Chairman was unanimously approved.

Stan Clements made a motion for Jenny Piper to be re-elected as the Treasurer. A second was provided by Jamie Guillermo. Nominations were closed, and the motion to elect Jenny Piper as Treasurer was unanimously approved.

Stan Clements made a motion for Maria Hunnicutt to be re-elected as the Secretary. A second was given by Jenny Piper. Nominations were closed, and the motion to elect Maria Hunnicutt as Secretary was unanimously approved.

Stan Clements made a motion for Maria Hunnicutt to be re-appointed as the Budget and Finance Officer, and Kendall Cabral to be appointed as the Deputy Finance Officer. A second was provided by David Guy. The motion was unanimously approved.

Approval of Agenda

A motion to approve the agenda as presented was made by David Guy, seconded Stan Clements, and approved unanimously.

New Business

None

Reports

An overview of the monthly Leadership Team presentation was provided highlighting the Projects, People and Priorities for the month. The financial report for June 2025 (pre-audited) was also discussed.

Board Member Remarks

Stan Clements asked about the sewer consolidation study presented to the County Commissioners. Steve Garrison reviewed updates on County facilities/ projects.

Adjournment

With a motion by Stan Clements, a second from Jenny Piper, and unanimous approval, the meeting was adjourned at 10:07 am.

The next meeting is scheduled for August 26, 2025 at 9:00 am in the business office.

Respectfully submitted,

Maria S. Hunnicutt, Secretary

Maria Hunnicutt

From: mhunnicut@ncbrwa.com
Subject: FW: Helene Recovery Resiliency funding



Maria S. Hunnicutt, Executive Director
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From: Keith Webb <Keith.Webb@mcgillassociates.com>
Sent: Monday, October 13, 2025 11:37 AM
To: Brad Joyner <bjoyner@ncbrwa.com>
Cc: Maria Hunnicutt <mhunnicut@ncbrwa.com>
Subject: Helene Recovery Resiliency funding

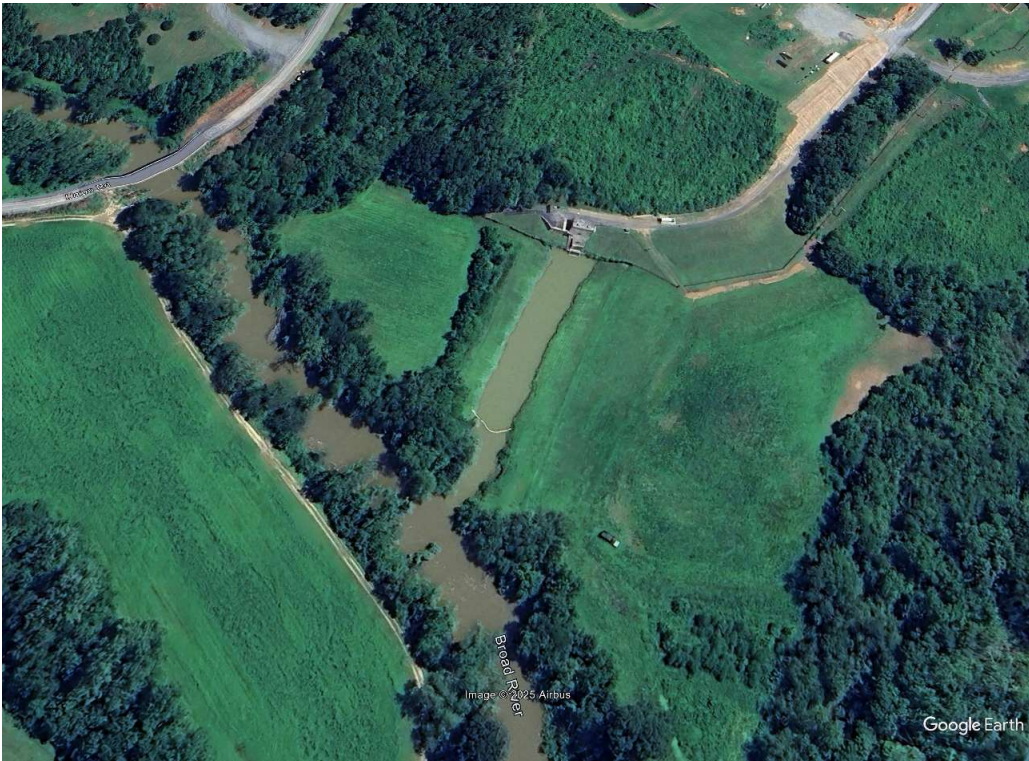
Brad:

To confirm our conversation this morning the work associated for the upcoming DWI Helene funding round will be to make improvements to the raw water canal to protect it from future flood events, deterioration of the canal sideslopes and potential increased erosion and sedimentation actions. The canal carries water from the Broad River to the raw water intake. The purpose of the canal is to slow the velocity of the raw water to allow heavier sediment to settle out prior introduction into the water plant. This reduces the sediment and turbidity load to the water plant and enhances treatment. On a routine basis the canal is dredged to remove accumulated sediment and to retain the treatment capacity. This dredging operation results in the lowering of the canal bottom and can place stress on the canal embankment sideslopes resulting in increased erosion and sedimentation.

During flooding events the entire area can become inundated which has the potential to create erosion and sediment problems at the mouth of the canal with the Broad River.

Proposed work is to install steel sheet piling along each side of the canal from the mouth of the canal to the intake. This steel sheet piling will extend approximately 8 feet above the normal water level and the canal side slopes will be graded to tie into the top of the sheet piling. The bottom of the sheet piling will be approximately 20-feet below the bottom of the canal. Canal sideslopes will be protected with new erosion control matting and vegetation.

Steel sheet piling for a distance of approximately 100-feet will be installed on the bank of the Broad River at the mouth of the canal to provide additional protection of this area from additional erosion.



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RESOLUTION NO. 11-25

Meeting of October 28, 2025

A RESOLUTION AUTHORIZING AND ALLOWING A STATE GRANT APPLICATION FOR SRF HELENE SUPPLEMENTAL FUNDING

WHEREAS, The Broad River Water Authority has need for and intends to construct, plan for, or conduct a study in a project described as Improvements to the Raw Water Canal at BRWA WTP, and

WHEREAS, The Broad River Water Authority intends to request State loan and/or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF THE BROAD RIVER WATER AUTHORITY:

That Broad River Water Authority the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Broad River Water Authority to make a scheduled repayment of the loan, to withhold from the Broad River Water Authority any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That Maria S. Hunnicutt, Executive Director, the **Authorized Representative** and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.

That the **Authorized Representative**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, ordinances, and funding conditions applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 28th day of October, 2025 at Rutherfordton, North Carolina.

FORM FOR CERTIFICATION BY THE RECORDING OFFICER

The undersigned duly qualified and acting Board Chairman of the Broad River Water Authority does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Board of Directors duly held on the 28th day of October, 2025; and, further, that such resolution has been fully recorded in the journal of proceedings and records in the business office. IN WITNESS WHEREOF, I have hereunto set my hand this 28th day of October, 2025.

Signature Danny Searcy, Board Chairman

Signature Maria S. Hunnicutt, Board Secretary

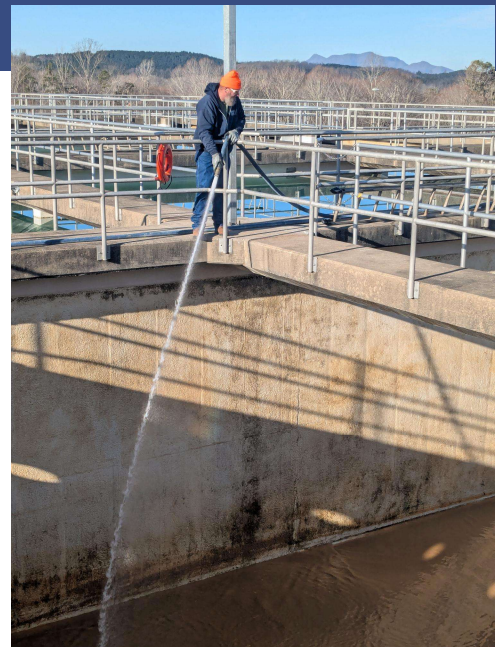
DIRECTOR'S REPORT: LEADERSHIP TEAM October 2025



PROJECTS

WTP

- WTP Sludge Rd – sludge residuals being spread
- Equipment Building – contractor selected and grading underway
- Bulk and Day Chemical Tank replacement - Hargette Engineering meeting on site on Thurs Oct 16.
- Raw Water Line Project – Carolina Specialties Construction/ Kimley Horn
 - 1 of 3 plant shutdowns completed on Tuesday, Oct 21. Substantial completion expected prior to Jan 2, 2026.
- WTP and Poors Ford Improvements – Garver
 - Design has been submitted for permitting. Project update from Morgan on Oct Oct 30. If we move forward with this project, bid is expected in Feb 2026. Expected costs ~\$13 million.



PROJECTS

Distribution

- Completed Azalea Dr. waterline replacement
- Replaced services on Shenandoah and Springdale Dr.
- Asphalt complete on E Court St.
- Installed new sampling stations in Spindale and Dan River site
- Outside meter testing of large meters complete
- Next new line extensions at Springhead Commons and on Dewitt Owens Rd



LOVE'S / Hwy 221 Update

Timeline :

PRE-BID MEETING	September 11, 2025
BIDS	October 2, 2025, Re-bid October 23, 2025
CONTRACTS/APPROVALS	End of Nov/ Dec 2025
CONSTRUCTION START	Late 2025/ Early 2026

- **Construction Duration:** Approximately 6 months to have water and sewer partially available.
- **Total Construction Period:** Estimated at 285 days for full completion.
- EDA Grant was \$1.9 million. Low bid on 10/23 was \$4,152,156 from Two Brothers



PROJECTS

Admin/ Organizational

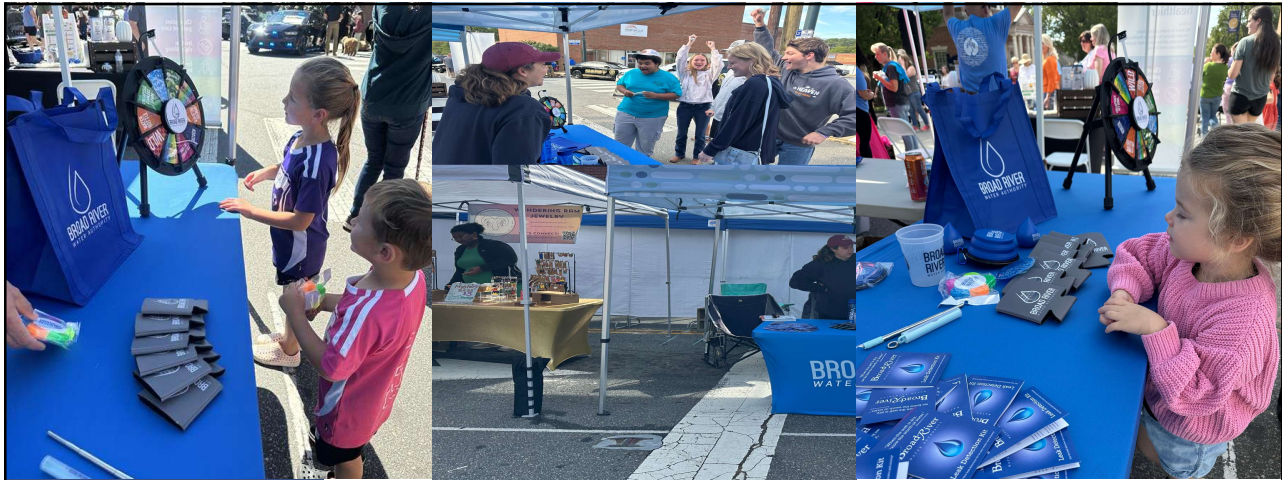
- On-site Audit work revisit week of 11/10
- Polk Regional Water Authority
 - Last Meeting 9/3
 - Approval by Sec of State pending
 - Restatement of all prior agreements and amendments to be reviewed by each entity and will be approved at Organization Meeting (TBD)
- Lead Service Line Inventory \$1M
 - Progress Meeting 10/20
 - 1st DEQ reimbursement payment received

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PEOPLE

- Scarecrow Contest (Won 4th place - should have been 1st)





Hilltop Festival 2025

10/4/25

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Soil & Water Conservation Field Day

5th Graders
10/10/25

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McNair Connect Tour

8th graders
10/17/25



NCRWA Training at Concord Community Water

10/22/25



Other October Events

- Chase Middle School Career Fair – Friday, Oct 17th
 - Thank you, Kendall
- Employee Lunch & Spooktacular Celebration – Oct 29th
- Halloween Candy Giveaway on Main St - Oct 31st



PRIORITIES

	Billed Volume MG	Billed Volume MGD	Revenue	\$ Compared to prior month	\$ Compared to prior year
Sept	217.08 MG	7.24 MGD	\$764,520	- 2.1%	+ 3.4%
Aug	226.54 MG	7.31 MGD	\$782,510	+ 1.7%	+ 9.4%
July	234.5 MG	7.56 MGD	\$769,632	+ 2.1%	+ 0.8%
June	212.7 MG	7.09 MGD	\$753,923	+ 7.9%	+ 5.6%
May	201.04 MG	6.49 MGD	\$699,004	+ 7.9%	+ 8.9%



PRIORITIES



- **Meter Register Replacements**
 - 4,683 brain dead registers have been replaced August 2024 - Sept 2025
 - 65% of system replaced
- **Customer Portal**
 - 2,409 users currently
 - Increase from 0 in Sept 2024
- **Bank Draft**
 - 1,482 customers currently
 - Increase from 973 in Sept 2024

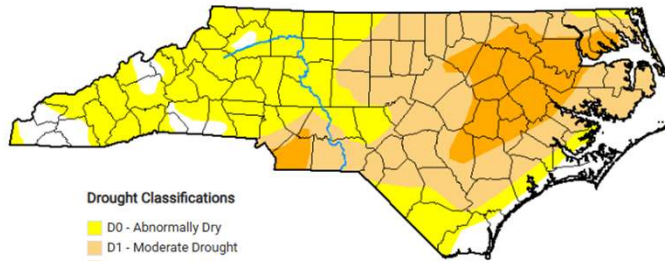
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Drought Update - Oct 21

Current Conditions

as of October 21, 2025 at 8am ET

US Drought Monitor of
North Carolina



Drought Classifications

- D0 - Abnormally Dry
- D1 - Moderate Drought
- D2 - Severe Drought
- D3 - Extreme Drought
- D4 - Exceptional Drought

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BROAD RIVER WATER AUTHORITY
Income Statement
As of September 30, 2025

Section H, Item 2.

	Month Ending 09/30/2025	Month Ending 08/31/2025	Year To Date 09/30/2025	Prior Year To Date 09/30/2024
REVENUE				
Operating Revenue				
Water Services:	706,351.99	775,837.83	2,252,840.06	2,226,516.94
Taps and Connections:	23,175.00	15,000.00	52,500.00	57,410.00
Late/ Disconnect/ Penalty Fees:	11,549.95	11,389.67	33,080.84	33,990.00
Water Testing Fees:	390.00	1,210.00	2,760.00	2,085.00
Billing Services:	3,494.55	3,496.25	10,487.05	10,440.30
Total Operating Revenue	744,961.49	806,933.75	2,351,667.95	2,330,442.24
Non-Operating Revenue				
Lease of Property	3,962.63	3,858.29	12,079.21	11,253.43
Interest Investment	13,810.11	13,574.19	40,743.64	47,117.87
Total Non-Operating Revenue	17,772.74	17,432.48	52,822.85	58,371.30
TOTAL REVENUE	762,734.23	824,366.23	2,404,490.80	2,388,813.54
EXPENSES				
O&M Expenses				
Salaries and Wages:	152,725.10	154,362.11	465,726.74	437,861.35
Employee Benefits and Insurance:	53,609.35	52,212.91	192,681.21	185,888.62
Materials and Chemicals:	37,383.97	32,502.43	96,858.26	82,130.70
Utilities:	52,577.19	56,065.01	150,216.83	163,023.52
Auto Fuel:	3,697.67	6,399.88	11,369.50	7,860.13
Department Supplies & Inventory:	23,865.35	(13,546.69)	69,746.50	59,838.91
Billing and Collections:	7,331.06	493.45	14,007.44	38,854.73
Contracted Services:	5,316.79	8,834.97	24,214.50	23,371.93
Professional Services:	5,321.15	12,758.50	22,129.65	25,130.50
Repairs and Maintenance:	8,313.57	9,627.31	22,082.58	4,492.71
Insurance Prop Liab:				
Insurance Prop Liab (ADMIN)	0.00	1,121.00	103,651.35	99,865.13
Insurance Claims (DIST)	0.00	2,772.21	2,772.21	0.00
Capital Outlay:	1,741.81	0.00	3,181.76	3,871.14
License and Subscription Fees:	7,449.23	3,233.64	53,898.60	51,090.26
Training and Travel	1,829.37	995.09	3,239.46	3,099.28
Miscellaneous Expenses:	1,758.59	4,403.15	6,670.59	8,981.55
Contingency:	(952.69)	0.00	(952.69)	0.00
Total O&M Expenses	361,967.51	332,234.97	1,241,494.49	1,195,360.46
Non-Operating Expenses				
Reimbursable Expenses	39,644.70	86,019.90	167,068.90	0.00
Total Non-Operating Expenses	39,644.70	86,019.90	167,068.90	0.00
Depreciation & Interest				
Depreciation	136,755.57	136,755.57	410,266.71	549,546.00
Interest Expense	5,365.46	5,365.46	16,096.38	51,495.00
Total Depreciation & Interest	142,121.03	142,121.03	426,363.09	601,041.00
TOTAL EXPENSES	543,733.24	560,375.90	1,834,926.48	1,796,401.46
NET INCOME FY	219,000.99	263,990.33	569,564.32	592,412.08

BROAD RIVER WATER AUTHORITY

Section H, Item 2.

Balance Sheet As of September 30, 2025 Year To Date 09/30/2025

Current Assets	
Cash NC CMT	416,772.49
Checking TD	4,678,115.38
Checking OZK	0.00
Sweep OZK	0.00
Petty Cash	2,934.98
Water Receivable	976,991.14
Sewer Receivable	347,531.67
Sanitation Receivable	88,601.74
Allowance for Doubtful Account	(105,522.74)
Unbilled Revenue	146,495.15
Grants Receivable	60,874.70
Reimbursable Receivable	0.00
State Sales Tax	130,341.89
2% Food Tax	134.09
Co Sls Tax RcvblRutherford	57,321.66
Co Sls Tax RcvblOther Countie	3,901.75
Other Receivable	0.00
Prepaid Expenses	12,999.87
Total Current Assets	6,817,493.77
Noncurrent Assets	
Lease Receivable	422,208.90
Capital Assets	
Construction in Progress	3,611,427.51
Land	827,628.98
Buildings	23,552,901.40
Water System Lines	25,374,403.36
Equipment	12,056,204.53
Furniture and Fixtures	125,173.70
Vehicles	1,100,639.72
Accumulated Depreciation	(32,329,843.86)
Capital Assets, net of depreciation	34,318,535.34
Total Noncurrent Assets	34,740,744.24
Deferred Outflow of Resources	
Pension Deferrals	724,069.00
Deferred Charge on refunding	7,740.04
Total Deferred Outflow of Resources	731,809.04
Total Assets	42,290,047.05
Current Liabilities	
Accounts Payable	271,960.22
Salaries Payable	0.00
Employee Deductions	2,836.44
Retirement Payable	31,110.10
Accrued Interest	31,583.49
Accrued Salaries	0.00
Accrued Vacation	110,984.16
Payable from restricted assets	
Customer Deposits Water	185,966.83
Customer Deposits Sewer	47,179.20
Customer Deposits Sanitation	1,563.37

BROAD RIVER WATER AUTHORITY
 Balance Sheet
 As of September 30, 2025
 Year To Date 09/30/2025

Customer Overpayments	11,618.22
Sewer Receipts PayableRutherford	108,408.84
Sanitation Rcpts PayableRutherford	31,291.06
Sewer Receipts PayableSpindal	129,080.62
Sanitation Rcpts PayableSpindal	34,148.24
Sewer Receipts PayableCliff	21,711.34
Water Taps County	0.00
Reserve For Sewer/ Sanitation	436,133.41
Deferred Revenue	402,826.94
Total Current Liabilities	1,858,402.48
Long Term Liabilities	
Pension Liability	988,942.00
Bonds Payable 2008	0.00
Bonds Payable 2010	0.00
Bonds Payable 2015	1,895,000.00
Bond Discount	30,513.46
Total Long Term Liabilities	2,914,455.46
Total Liabilities	4,772,857.94
Deferred Inflows of Resources	
Pension Deferrals	9,304.00
Total Deferred Inflows of Resources	9,304.00
Capital	
Net Income	569,564.32
Cash and Available Assets	36,938,320.79
Total Capital	37,507,885.11
Total Liabilities and Capital	42,290,047.05