

JOINT MUNICIPAL WATER AND SEWER COMMISSION

MINUTES

May 13, 2020

The Joint Municipal Water and Sewer Commission held its Wednesday, May 13, 2020 meeting by video conference via Zoom Meetings at 5:30 PM.

MEMBERS IN ATTENDANCE

Steve MacDougall, Chairman - Town of Lexington
Andy Gambrell, Vice-Chairman – Town of South Congaree
Michael Bishop, Town of Springdale
Troy Bivens, Town of Gaston
Joseph Hardee, Gilbert-Summit Rural Water District
Bobby Keisler, County of Lexington
Tem Miles, City of West Columbia
Elise Partin, City of Cayce
Jerald Sanders, Town of Swansea
Lancer Shull, Town of Batesburg-Leesville
Frank Shumpert, Town of Pelion

OTHERS IN ATTENDANCE

Jay Nicholson, General Manager	Donna Peeler, Intergov. Relations
Stephanie Morton, Clerk to Commission	Guy Schmoltze, Engineering & Const.
Gene House, Operations Manager	Trish Mazzone, Finance Manager
Ashton Blocker, Finance	Madeline Zimmerman, Finance
Gene Cox, Technology Program Manager	Brittany Harmon, Finance

An invocation was given, and the Chairman called the meeting to order.

The Chairman started with roll call of all who were in attendance.

The Chairman confirmed the media had been notified.

Chairman MacDougall addressed item three (3) regarding Emergency Resolution to conduct electronic meetings. The Chairman stated this resolution would allow for electronic Commission meetings. A copy was provided to all previously in the agenda packet. The Chairman took a roll call vote and all approved.

The Chairman addressed item four (4) regarding consideration of minutes from the 2/12/20 meeting. Mr. Jerald Sanders made the motion to accept the minutes as submitted. Mr. Lancer Shull seconded the motion. The Chairman took a roll call vote and the motion passed unanimously.

Chairman MacDougall addressed item five (5) General Manager's report. Mr. Jay Nicholson then presented an informal report to the board. A full copy of the report is attached as an addendum to the minutes.

The Chairman addressed item six (6) consideration of donation to Nancy K. Perry Children's Shelter. Mr. Jay Nicholson asked for approval to make a donation to the Nancy K. Perry Children's Shelter to be used to purchase furniture. Mr. Bobby Keisler made the motion to approve. Mr. Tem Miles seconded the motion. The Chairman then took a roll call vote and gave each Commissioner the opportunity to make a comment or ask questions. The motion passed with passed with one opposing vote (Commissioner Partin).

Chairman MacDougall addressed item seven (7) regarding the Proposed Budget for FY 2020-2021. Mr. Jay Nicholson presented the budget to the board and gave an overview of the budget highlights. The Chairman asked if anyone had any questions. Hearing none, the Chairman called for the vote. Mr. Bobby Keisler made the motion to approve the proposed FY 2020-2021 budget as submitted. Mr. Troy Bivens seconded the motion. The Chairman took a roll call vote and the motion passed unanimously.

The Chairman addressed item eight (8) Executive Session regarding personnel, legal and contractual matter. The Chairman asked the board if anyone had any business to discuss. As there was no business to discuss in Executive Session no motion was made.

Chairman MacDougall addressed item ten (10) regarding announcements. Mr. Jay Nicholson commended all the Commission staff for handling the transition during this pandemic. Mr. Nicholson also thanked Trish Mazzone on a job well done along with the other staff in the Finance department. This is her last budget as she prepares for retirement. Mr. Nicholson then congratulated Madeline Zimmerman on receiving the first Volunteer of the Year Award from the water associations, along with Skip and Candy Johnson Lexington County residents.

The Chairman asked if anyone had any other business to address. Hearing none, Chairman MacDougall adjourned the meeting. The meeting adjourned at 6:47pm.



Period covered: April 8 – May 13, 2020

General Information

- Amid the COVID-19 pandemic commission staff has adapted very well for social distance performance of normal duties; Business Continuity Plan (BCP) meetings began on 3/12; on 3/16 office hours were adjusted to accommodate the governor's Executive Orders for school closings, etc.; that same week shifts were developed by department and timesheets have been maintained for consistency throughout the organization; staff has performed exceptionally well considering the unusual circumstances
- Disconnects and penalties for non-payment were suspended starting in March; this was a request made to all utilities by Governor McMaster in March
- Legislative/Regulatory update; weekly Water Utility Council conference calls during the pandemic for utility management information share; letter sent to Governor McMaster regarding bill pay assistance from CARES Act funds
- Staff recruitment suspended during work or home order conditions

Water

- Water taste/odor complaints had an uptick in late April; press release was developed for three stakeholders explaining expectations for this year and actions being taken; a brochure was direct mailed to all JMWSC customers first week of May
- Statements of Qualifications (SOQs) for plant PER have been received and scored by stakeholders; expected to be awarded soon
- SOQs for Pelion waterline replacement received 4/30 (16 submittals)
- We have engaged WK Dickson as consulting engineers on the Charter Oak Elevated Water Tank
- Chloramine booster has been placed in operation at very low dosing to maintain high residuals throughout distribution
- DS Utilities anticipated to begin construction of plant transmission main late June
- South Congaree tank maintenance service this week (5/12), Two Notch tank also scheduled for this year
- B-L has decided to pursue long-term wholesale water supply from JMWSC; we've had a few discussions and continue to work towards an agreement involving multiple entities
- Intermittent issues with the Hwy 1 station drives and controls; under warranty with the manufacturers/contractors

Wastewater

- LAD Construction has begun work on Lydia Drive sewer extension in Pelion and making good progress
- We've held pre-construction meeting CBG for Mulberry extension
- Waiting on response from Cayce attorney to complete deed of sewer Cayce metering stations



PROGRESS THROUGH COOPERATION

General Manager's Report

May 13, 2020

- Work continues on Old Barnwell/Red Bank Creek Sewer Project; surveying completed; expecting a draft set of plans by end of month
- Waiting to hear from the CDBG Advisory Committee for the Old Barnwell Sewer Upgrade Phase 2
- Waiting on information related to Bluefield East force main location and depth
- Lift station maintenance has been increased as a preemptive measure due to the stay home requests during COVID-19; more than normal accumulation of rags in pumps have been observed; above average calls for residential sewer line blockage, most being on the customer side; non-dispersible wipes and grease remain a concern

JMWSC at a Glance	Apr-19	May-19	Jun-19	FY19	FY18	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	FY20	Previous
				Growth	Growth											Growth	YTD
Customer Data																	
Water customers	17,178	17,254	17,296	4.31%	4.28%	17,341	17,384	17,450	17,494	17,541	17,563	17,636	17,719	17,751	17,820	3.14%	3.59%
Sewer customers	5,006	5,048	5,060	5.13%	5.39%	5,076	5,087	5,120	5,138	5,140	5,161	5,206	5,249	5,258	5,287	4.69%	4.01%
New water only	30	33	30	428	442	34	37	16	36	40	8	23	36	20	36	286	365
New water/sewer	24	45	11	242	232	25	13	22	15	5	14	59	24	17	21	215	186
Total new customers	54	78	41	670	674	59	50	38	51	45	22	82	60	37	57	501	551
Start accounts	204	244	260			262	261	232	234	195	183	150	177	205	187		
Close accounts	64	66	61			95	78	70	73	55	60	50	53	55	44		
Meters read (AMR)	17,313	17,397	17,484			17,499	17,504	17,604	17,691	17,731	17,772	17,772	17,863	17,944	18,021		
Meters unread (AMR)	80	68	64			87	140	83	57	59	48	48	68	153	68		
Disconnected/nonpmt	12	162	NA			11	20	N/A	N/A	218	162	182	83	COVID-19	COVID-19		
Remain disconnected	2	11	NA			4	3	N/A	N/A	31	26	34	19	COVID-19	COVID-19		

Water quality complaints

	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20
Taste/odor/color	8	7	3	5	11	147	18	2	2	5	3	3	6
Pressure	0	10	6	11	6	5	1	4	7	5	6	3	1
Total	8	17	9	16	17	152	19	6	9	10	9	6	2

Flow Data (MGD)

Water avg daily flows	4.75	7.09	7.10	7.70	7.65	7.46	6.53	4.58	4.13	3.95	3.89	4.45	6.23
previous year	4.51	5.93	6.73	7.31	6.09	6.25	4.98	4.05	3.75	3.52	3.55	4.05	4.75
Sewer avg daily (combined)	1.249	1.138	1.175	1.061	est	est	1.18	1.197	1.255	1.289	1.268	1.346	1.193
previous year	1.022	1.039	1.067	1.033	1.262	1.204	1.531	1.500	1.251	1.208	1.232	1.236	1.249

Current projects

	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	Res lots	
Residential	27	28		30	31	26	31		30	36		35	36	water	sewer
Commercial	16	16		17	19	15	14		14	14		14	11	1,565	1,129
JMWSC	5	5		4	4	5	6		6	6		7	8		
Total projects	48	49		51	54	46	51		50	56		56	55		

Locates received	888	955	784	980	884	837	927	582	625	701	676	914	978
Locates marked	541	562	495	614	609	479	478	342	363	441	437	511	687
Total LF marked	33,185	38,755	29,895	25,440	39,865	51,790	29,375	24,215	32,300	21,572	29,888	35,148	35,537

Revenues/Expenses thru Mar 2020

	Actual	Budget	% Budget
Operating Revenues*	14,746,651	17,190,030	86%
Operating Expenses*	6,899,688	9,966,033	69%

*Direct operating revenues/expenses only. Does not include debt service and depreciation information.