

## JOINT MUNICIPAL WATER AND SEWER COMMISSION

### MINUTES

July 12, 2023

The Joint Municipal Water and Sewer Commission held its Wednesday, July 12, 2023, meeting at the Commission office at 5:30 PM.

### MEMBERS IN ATTENDANCE

Joseph Hardee, Vice-Chairman - Gilbert-Summit Rural Water District

Troy Bivens, Town of Gaston

Bobby Porter, Town of South Congaree

Bobby Keisler, County of Lexington

Viola McDaniel, Town of Swansea

Tem Miles, City of West Columbia

Juston Ricard, Town of Springdale

Lancer Shull, Town of Batesburg-Leesville

### OTHERS IN ATTENDANCE

Jay Nicholson, General Manager

Stephanie Morton, Clerk to Commission

Ashton Blocker, Finance Manager

Madeline Zimmerman, Finance

Jim Drennan, South Congaree

Gene House, Operations Manager

Barry Leaphart, Operations

Melinda Lee, Operations

Cindy Campbell, South Congaree

The Vice-Chairman called the meeting to order.

Vice-Chairman Hardee stated that the agenda needed to be amended due to an Economic Development discussion that is contractual in nature. Mr. Tem Miles made the motion to amend the agenda to include an Executive Session to discuss the Economic Development matter. Mr. Bobby Keisler seconded the motion and it passed unanimously.

The Vice-Chairman confirmed the media had been notified.

Vice-Chairman Hardee addressed item three (3) regarding consideration of minutes from the 5/10/23 meeting. Mr. Lancer Shull made the motion to accept the minutes as submitted. Mr. Bobby Keisler seconded the motion and it passed unanimously.

The Vice-Chairman addressed item four (4) Election of Officers. The Vice-Chairman turned the meeting over to Mr. Nicholson. Mr. Nicholson asked for nominations for Chairman, Vice-Chairman, Treasurer, and Secretary. Mr. Tem Miles made the motion to keep the current slate of officers. Mr. Steve MacDougall as Chairman, Mr. Joseph Hardee as Vice-Chairman, Mr. Jay Nicholson as Treasurer and Ms. Stephanie Morton as Secretary. Mr. Bobby Keisler seconded the motion and the motion passed unanimously.

Vice-Chairman Hardee addressed item five (5) regarding Resolutions for State Revolving Fund (SRF); Drinking Water SRF-Batesburg-Leesville project and Clean Water SRF-Old Orangeburg project. Mr. Jay Nicholson stated that the Commission has been on the intended use plan for borrowing up to \$20 million dollars through Drinking Water SRF for purposes of the Batesburg-Leesville water supply project. This will cover the Commission's match, and then some, for the

\$10 million-dollar SCIIP. In addition, recently there has been some emerging contaminant money through SRF that has been issued or put on the intended use plan for loan forgiveness. Because the town pond in Batesburg-Leesville has been identified as having elevated PFAS and PFOS they are allocating approximately \$2.5 million (Commission's portion), once at least \$12 million in SRF funds are spent. This resolution is required to be able to close on the SRF loan. Mr. Tem Miles made the motion to accept the resolution for the Drinking Water Revolving Fund. Mr. Bobby Keisler seconded the motion and it passed unanimously.

Mr. Nicholson stated that the second resolution, Clean Water SRF-Old Orangeburg/Platt Springs sewer project to borrow approximately \$4.5 million-dollars. Mr. Tem Miles made the motion to accept the resolution as submitted. Mr. Troy Bivens seconded the motion and it passed unanimously.

The Vice-Chairman addressed item six (6) regarding Procurement Policy Amendment (SCIIP Grant requirement). Mr. Jay Nicholson stated that SC Infrastructure Investment Program (SCIIP) has ethics language requirements in the Procurement Policy. Mr. Nicholson stated that the Commissions policy covers all that's required, but recommends we add a Federal & State Funding Disclaimer just to make sure the Commission is covered. Mr. Tem Miles made the motion to amend the Procurement Policy as submitted. Mr. Troy Bivens seconded the motion and it passed unanimously.

Vice-Chairman Hardee addressed item seven (7) regarding the Executive Report. Mr. Jay Nicholson presented an informal report to the board. A full copy of the report is attached as an addendum to the minutes.

Vice-Chairman Hardee addressed item eight (8) regarding Executive Session regarding personnel, legal, contractual matter, and easement acquisition. Mr. Bobby Porter made the motion to go into Executive Session. Mr. Tem Miles seconded the motion and the motion passed unanimously.

Coming out of Executive Session the Vice-Chairman stated that the only motion made during Executive Session was the motion to adjourn.

Vice-Chairman addressed item nine (9) possible action in follow up to Executive Session. Mr. Tem Miles made the motion to authorize Mr. Jay Nicholson to move forward with the property acquisition as discussed in Executive Session to include eminent domain. Mr. Bobby Keisler seconded the motion and it passed unanimously.

Vice-Chairman addressed item ten (10) announcements. Mr. Nicholson stated that the next Commission meeting will be held on August 9, 2023. Mr. Nicholson also stated that Mr. Bobby Keisler will celebrate his 80<sup>th</sup> Birthday on Saturday, July 15<sup>th</sup>.

As there was no other business, the Vice-Chairman adjourned the meeting. The meeting adjourned at 6:50pm.



PROGRESS THROUGH COOPERATION

# Executive Report

May 10 – July 12, 2023

# Legislative/Regulatory Update



- **Batesburg-Leesville project**
- All required meetings have been held
- Notice to Proceed has been issued for both projects
- SRF principal forgiveness IUP for emerging contaminants
- Anticipate advertising for bid in late July with bid opening late August/early September
  
- **Swansea**
- Required meetings have been held
- Working with COG on developing the scope for the RFP



# Legislative/Regulatory Update

## State Gov't

- **DHEC Restructuring –**
  - separates into two agencies the Department of Public Health and the Department of Environmental Services; new agencies would both be cabinet agencies under the Governor
- **State Retirement Return to Work Earnings Limitation**
  - allows a retired member of the State Retirement System to return to work after twelve consecutive months of not being employed by a Retirement System employer in any capacity without the earnings limitation applying
- **Budget**
  - Lots of provisos
  - \$3M for DNR water planning



# Legislative/Regulatory Update

- **LCRI (Lead and Copper Rule Improvements)**
  - Primacy revisions
  - Service Line Inventory underway (65% complete)
- **PFOA/PFOS (Per and Polyfluoroalkyl Substances)**
  - Proposed MCLs and MCLGs announced in March
  - Comms for the public effort made with CWC/ToL

## Other Professional Engagement

- **Water Utility Council**
  - Met 6/14/23
- **Saluda River Basin Council – State Water Plan**
  - Group continues to meet monthly; mostly learning about environmental impacts around the basin
- **LTC Advisory Committee appointment met 6/14/23**



# Workforce

- **Training and Education**

- Water Distribution Level D & C
- Three exams passed since May (Treatment, Distribution and Biological)
- Chloramine training for licensed operators

- **Staffing**

- **Operations**

- Operations Tech position started in June
- Summer intern

- **Engineering**

- Engineering position advertised; interviews

- **Customer Service**

- CSR position open
- Summer intern



# Operations

- **Tank Maintenance**

- All inspections and maintenance up to date
- Mixers replaced in Red Bank Tank and Two Notch Tank
- Hwy 6 and Platt Springs scheduled for the fall

- **Water Quality**

- Water quality and chlorine residuals remain stable throughout distribution system; hasn't been without challenges
- Flushing significantly on the south side to maintain chlorine residuals





# Engineering & Construction

- **Technology – GIS/CMMS/IT**

- CMMS – CityWorks; live with backflow module
- RFQ for AMI assistance to be advertised likely FYE24

## Finance

- **Investments**

- Investments remain strong
- Auditors have begun preliminary field work on FYE 2023

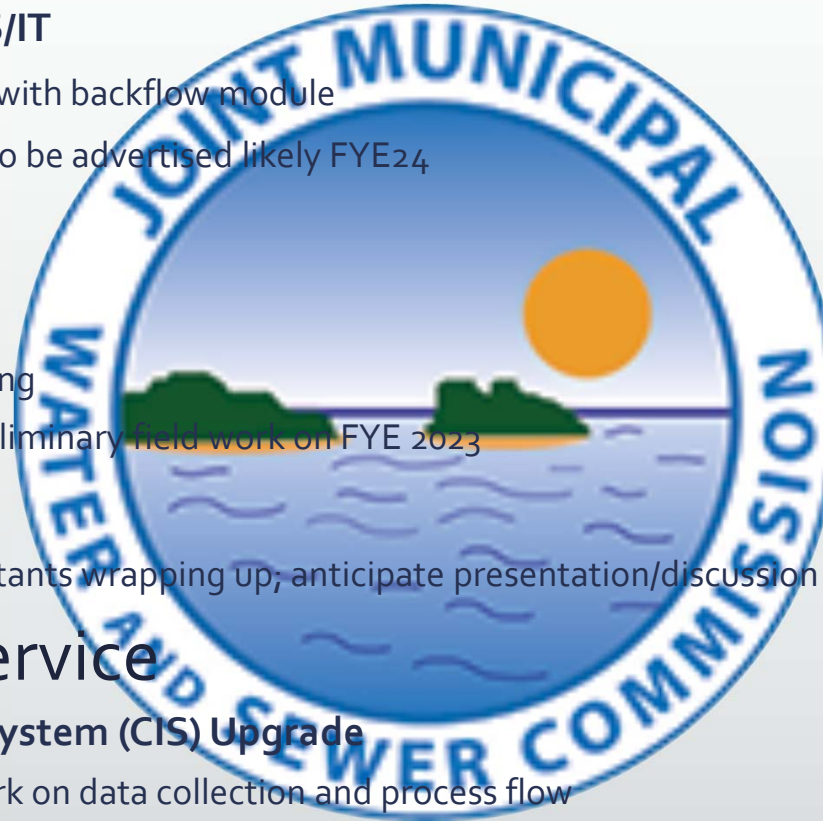
- **Tap Fee Study**

- Raftelis Financial Consultants wrapping up; anticipate presentation/discussion in August

## Customer Service

- **Customer Information System (CIS) Upgrade**

- SpryPoint has begun work on data collection and process flow



# Capital Improvements Program

## ▪ Water Projects

- Charter Oak Elevated Water Tank project significantly complete; logo very popular
- Phase two of water plant transmission main; mostly completed
- Tank Control Valves project have been completed
- Pelion Water Main Project, contractor has mobilized
- Black Jack Oak Lane; waiting on permitting and closeout
- Muddy Springs Water Main Extension; waiting on permitting and closeout
- B-L Project; construction permit application pending; target to advertise late July
- Bluefield Rd Water Main extension installation completed; waiting on closeout information
- Fort's Ridge subdivision (Pelion) to extend main along Lydia Dr for improved flows; project has been permitted for construction
- Calico Farms conceptual design phase; we have received plans; Commission will construct a tank and 24" water main on this property
- Working with GMC on water main improvements at the Platt Springs Tank



# Capital Improvements Program

## ▪ Sewer Projects

- Old Orangeburg Sewer Upgrades (CDBG) gravity portion; work completed, closeout pending
- Old Orangeburg/Platt Springs Sewer Upgrades (SRF); easement exhibits
- Ashton Lakes (YMCA property); Colony Lake LS has been closed out; some sitework left to do
- Lexington Hills Lift Station rehab; planning phase with Frazier Engineering (Cha)
- Two Notch Lift Station #2 rehabilitation; waiting on materials
- Bluefield Pump Station; design phase
- Platt Springs Crossing project; coordinating with developers due to several sewer projects at that location
- Calico Farms project; conceptual design phase
- Working with Highfill Engineering on force main upgrade along Bluefield Rd



JMWSC at a Glance	Jun-22	FY22 Growth	Previous YTD	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	FY23 Growth	Previous YTD
	<b>Customer Data</b>																
Water customers	19,100	2.89%	3.38%	19,114	19,213	19,228	19,263	19,340	19,416	19,473	19,499	19,560	19,622	19,677	19,699	3.14%	2.89%
Sewer customers	5,932	4.99%	5.49%	5,936	6,008	6,027	6,063	6,135	6,212	6,259	6,284	6,295	6,328	6,381	6,385	7.64%	4.99%
New water only	18	250	303	8	41	4	6	12	6	9	5	53	30	8	13	195	250
New water/sewer	5	266	300	2	67	16	36	39	86	9	19	8	44	39	13	378	266
<b>Total new customers</b>	<b>23</b>	<b>516</b>	<b>603</b>	<b>10</b>	<b>108</b>	<b>20</b>	<b>42</b>	<b>51</b>	<b>92</b>	<b>18</b>	<b>24</b>	<b>61</b>	<b>74</b>	<b>47</b>	<b>26</b>	<b>573</b>	<b>516</b>
Start accounts	279			251	286	208	209		153	222	184		207	160	268		
Close accounts	84			75	103	79	54		38	42	36		44	52	50		
Meters read (AMR)	19,290			19,300	19,316	19,349	19,439	19,398	19,361	19,084	19,433	19,539	19,646	19,824	19,907		
Meters unread (AMR)	81			96	89	158	94	170	278	639	331	246	205	89	65		
Disconnected/nonpmt	193			147	171	178	135	159		201	162	98	103	117	170		
Remain disconnected	29			31	26	27	10	23		34	18	15	14	14	17		
<b>Water quality complaints</b>																	
Taste/odor/color	1			2	2	1	1		0	0	2		0	1	2		
Pressure	6			4	3	4	6		2	1	3		1	3	3		
<b>Total</b>	<b>7</b>			<b>6</b>	<b>5</b>	<b>5</b>	<b>7</b>		<b>2</b>	<b>1</b>	<b>5</b>		<b>1</b>	<b>4</b>	<b>5</b>		
<b>Flow Data (MGD)</b>																	
Water avg daily flows	9.19			7.87	8.10	7.85	6.54	5.08	5.25	*4.71	4.69	5.36	6.22	*7.4	8.39		
previous year	7.11			6.95	7.32	6.34	5.40	4.45	4.13	4.17	4.36	4.62	5.64	7.21	9.19		
Sewer avg daily (combined)	1.34			1.42	1.38	1.45	1.37	1.377	1.395	1.429	1.467	4.431	1.513	1.44	1.42		
previous year	1.357			1.324	1.446	1.496	1.39	1.39	1.34	1.37	1.367	1.329	1.365	1.35	1.34		
<b>Current projects</b>																	
Residential				42	42		42		41	41	41		35		37		Res lots
Commercial				27	27		29		26	23	27		21		17		water sewer
JMWSC				8	8		9		9	9	9		9		8		2,400 1,831
<b>Total projects</b>				<b>77</b>	<b>77</b>		<b>80</b>		<b>76</b>	<b>73</b>	<b>77</b>		<b>65</b>		<b>62</b>		
<b>Locates received</b>	<b>1459</b>			<b>1273</b>	<b>1457</b>	<b>1190</b>	<b>1198</b>	<b>1198</b>	<b>1086</b>	<b>1297</b>	<b>1191</b>	<b>1173</b>	<b>1088</b>	<b>1181</b>	<b>1041</b>		
Locates marked	926			705	897	722	729	747	620	860	755	784	693	803	609		
Total LF marked	63,735			59,070	48,750	46,620	59,310	46,795	52,353	67,830	65,690	54,954	52,690	67,310	54,925		

Revenues/Expenses thru June 2023	Actual	Budget	% Budget
Operating Revenues*	21,093,316	19,772,905	107%
Operating Expenses*	10,905,692	12,401,779	88%

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



PROGRESS THROUGH COOPERATION