

TOWN OF SULLIVAN'S ISLAND
WATER AND SEWER COMMITTEE OF COUNCIL
MEETING MINUTES
Thursday, February 28, 2019
8:50 a.m.

1. Call to Order & Freedom of Information Act Requirements:

The Water and Sewer Committee of Council met at 8:50 a.m. on Thursday, February 28, 2019 at Town Hall, all requirements of the Freedom of Information Act having been satisfied. Present were Council Committee members Mark Howard and Bachman Smith, IV (Chair). Staff members present were Andy Benke, Jason Blanton, Greg Gress and Courtney Liles. There were no members of the public or media present.

Chair Smith called the meeting to order at 8:56 a.m., and stated the press and public were duly notified pursuant to State Law.

2. Communications/Additional Items from WWTF Manager, Greg Gress:

Greg Gress gave a brief update on construction projects:

I&I Phase II- the project is moving along; the contractors are sealing leaks on the system as they go. The Town is monitoring their progress keeping in mind the scheduled start date of the WWTP project. The Town cannot have Arcadis occupying their current space in the treatment plant once construction on the plant commences.

WWTP- currently in the permitting phase. Projected start date is May/June. Mr. Gress will have more of an update on this next month.

Lift Stations- survey work is completed. The Town should receive the alternative analysis before the next meeting.

Poe Avenue/Citadel Street- the project is complete. The contactors are working on punch list items and are finishing landscaping and hydro-seeding.

3. Discussions/Motions:

- a. Approval of Minutes- December 27, 2018.

Motion was made by Councilmember Howard, seconded by Councilmember Smith, to approve the Water and Sewer Committee Minutes from December 27, 2018, carried unanimously.

- b. Preliminary review of draft FY20 Water and Sewer budget: (Attachment 1)
As shown on the highlights page, the estimated budget increase is 2.14% for the water side and 2.78% for the sewer side compared to what was budgeted last fiscal year. The billed usage projections shown are last fiscal year's numbers. As of right now, it is too early in the budget process to evaluate the projected usage for FY20. The sewer debt service line and the sewer reserves line are a wash. Chair Smith asked Mr. Gress to show/discuss the reserves bank account in detail and list what the money is intended for at the next meeting.

- c. First look at Private Sewer Lateral Policy for I&I Reduction: (Attachment 2)
The Town has seen evidence of groundwater rising after the I&I Phase I project. A 2015 Water Environment Federation (WEF) survey suggest 20-50% is coming from the private side. Each property would be required to get a Leak Free Compliance Certificate. A few triggers that would require the compliance certificate: sell property, performing construction/remodeling at a set dollar amount, sewer work, repair or inspection. A plumber would perform the test and then the Town would witness the test and approve it. A reason the Town would not perform the test in-house is because it is very labor intensive. The Town would charge the homeowner with an inspection fee and then issue the certificate.

- d. Review of Cost Recovery Program: (Attachments 3 & 4)
Ultimately, the Town wants to be able to identify the flow of funds, water and sewer rates and where the money comes from/where it goes, etc. The cost recovery goal may be to fully and equitably recover all costs of operating, maintaining and replacing the water and wastewater utilities from the customers of the service area while maintaining financial stability. Written policies provide consistent guidelines, eliminate guesswork for utility and governmental staff and provide a means of distribution information to third parties, federal, state agencies, bond and insurance companies. A few objectives may be to improve credit rating, establish separate and maintain minimum fund balances, equitable charging practices, establish impact fees and establish long term cost-recovery objectives.

- e. Comply with Codification Review suggestions as to water shut-offs due to unpaid bills. (on hold until after the Poe Avenue/Citadel Street sewer line replacement and budget season)

4. Review of Active and Pending Projects:

The current status of active and pending projects (a. through k. below) was reviewed.

- a. Poe Avenue/Citadel Street Sewer Line Replacement (work underway)
- b. Wastewater Treatment Plant Retrofit (design phase)
- c. Charleston CPW/ICW Water Main Project (originating in Stith Park)

- d. CCOD1 (Commercial Overlay District) sewer line extension on Sta. 20.5 from about Central to Middle Street
- e. CWS contract revisions
- f. I&I Phase II
- g. Cost Recovery Program
- h. Private Sewer Lateral Policy for I&I Reduction
- i. Submersible Pumps at lift stations- an agreement with WK Dickson & Co., Inc. has been executed for the design phase
- j. ASR: Aquifer Storage and Recovery (explore use of Pre-Disaster Mitigation Grant funds)
- k. Water & Sewer Ordinance review/clean-up*

5. **The next Water and Sewer Committee Meeting is scheduled for:** Thursday, March 28, 2019 8:45 a.m. at Sullivan's Island Town Hall.

6. **Adjournment:**

Motion was made by Councilmember Howard, seconded by Councilmember Smith, to adjourn at 9:35 a.m., carried unanimously.

Respectfully submitted,



Courtney Liles