

TOWN OF SULLIVAN'S ISLAND
WATER AND SEWER COMMITTEE OF COUNCIL
MEETING MINUTES
Thursday, May 24, 2018
8:45 a.m.

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

The Water and Sewer Committee of Council met at 8:45 a.m. on Thursday, May 24, 2018 at Town Hall, all requirements of the Freedom of Information Act having been satisfied. Present were Council Committee members Mark Howard, Rita Langley and Bachman Smith, IV (Chair). Staff members present were Andy Benke, Jason Blanton and Courtney Liles. There were two members of the public present and no members of the media present.

Chair Smith called the meeting to order at 8:45 a.m., and stated the press and public were duly notified pursuant to State Law.

2. **Communications/Additional Items from WWTF Manager, Greg Gress:** None.

3. **Discussions/Motions:**

a. Rate Study Presentation by consultant, Raftelis.

Joe Williams and Harold Smith presented updated information regarding the Residential Equivalent Unit (REU) Approach. This approach supports Cost of Service (COS) based recovery from users and was first presented in 2016. This is an alternative to the current meter size base charges. Non-residential customers would be assigned REUs based on usage levels during peak season (May through September). Compared to residential customers peak season average monthly usage of 6,200/gallons based on FY17 customer data. The previous REU basis was 5,500 gallons based on FY15 customer data.

REU's for non-residential customers are rounded to the nearest 0.5. REUs also applied to residential accounts service multiple units. The first unit is given a full REU. Each additional unit is counted as 0.5 REUs (see Attachment 1 for example REU calculations). FY19 bill impacts for a single family residential unit (8,000 gallons/1 REU) would decrease by 6.6% which would impact 90% of customers. For a 2-unit residential (7,500 gallons/1.5 REUs), the monthly bill would increase by 8.5% which would impact 6% of customers. For 1" non-residential (83,800 gallons/13.5 REUs), the monthly bill would increase by 17.2% which would impact the remaining 4% of customers.

b. Approval of Minutes- There was one correction to be made from the April 26, 2018 minutes. On the second paragraph, letter b, change "another" to "a number". **Motion was made by Councilmember Langley, seconded by Councilmember Howard, to approve the Water and Sewer Committee Minutes from April 26, 2018 as corrected, carried unanimously.**

- c. Poe Avenue/Citadel Street sewer line replacement- the original sewer line in this area is from 1951. The life-cycle for a sewer line is roughly fifty (50) years. The original design for this sewer line replacement project started in 2013. The plan is to remove the Poe Avenue sewer line that runs through properties from Palmetto Street to Hennessy Street and replace and relocate the sewer line to the right-of-way on Poe Avenue down to Station 14 and Middle Street. The Town is crafting language for a written agreement between the property addresses 1421 Middle Street, 1423 Middle Street, 1427 Middle Street and 1424 Poe Avenue and the Town regarding the easement and to address the buffer loss due to tree cutting.

The land disturbance permit, OCRM permit and the SCDOT encroachment permit have all been applied for. Since the Town is replacing an existing line, this project is considered to be maintenance. Therefore, the Town has not applied for a DHEC construction permit. The SCDOT had a number of comments regarding the permit. On the corner of Middle Street and Hennessy Street, there is a man-hole that the Town has to tie-into. They want the Town to jack and bore this area, rather than cutting the road. The Town will need to tie-into another man-hole on Palmetto Street and add an additional man-hole, and they do not want that. On Poe Avenue, where the Town plans to replace the sewer line, driveways will need to be cut. In the past, when the Town needs to cut a driveway, they patch it back with what was originally used (asphalt, concrete, but not decorative concrete). They want the Town to replace the asphalt or concrete from the edge of the pavement all the way to the property line. The Town is in the process of working through said comments. The approved SCDOT encroachment permit from 2013 for this project is currently null due to the new requirements. Once the permits are in hand, the Town can then move forward with clearing the land and then acquiring bids for the project.

- d. 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 l. below) was reviewed. The items with an asterisk are potential sources of additional revenue.

- a. Wastewater Treatment Plant Retrofit- Design Phase
- b. CWS Contract Revisions*
- c. Station 17 Water Utility Site & CWS Pumping Station*
- d. Rate Study*
- e. Cost Recovery Program
- f. I&I Final Phase
- g. Private Sewer Lateral Policy (for I&I Reduction)
- h. Submersible Pumps for Wastewater Lift Stations

i. ASR: Aquifer Storage and Recovery (eligible for pre-disaster mitigation grant?)

5. **The next Water and Sewer Committee Meeting is scheduled for:** Thursday, June 28, 2018, 8:45 a.m. at Sullivan's Island Town Hall. All future Water and Sewer Committee Meetings will begin at 8:45 a.m. until further notice.

6. **Adjournment:**

Motion was made by Councilmember Langley, seconded by Councilmember Howard, to adjourn at 9:27 a.m., carried unanimously.

Respectfully submitted,



Courtney Liles