

**TOWN OF SULLIVAN'S ISLAND**  
**WATER AND SEWER COMMITTEE OF COUNCIL**  
**MEETING MINUTES**  
**Thursday, June 28, 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, June 28, 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, Greg Gress and Courtney Liles. There were no members of the public or 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:**

The Water and Sewer Department has filled both remaining positions and is currently fully staffed. Rhett Beard joined on June 20, 2018 as the Wastewater Collection System Lead Operator and Andy Williams will join on July 9, 2018 as Chief Operator.

**3. Discussions/Motions:**

a. Approval of Minutes- **Motion was made by Councilmember Langley, seconded by Councilmember Howard, to approve the Water and Sewer Committee Minutes from May 24, 2018, carried unanimously.**

b. Poe Avenue/Citadel Street sewer line replacement updates- The temporary easement letter has been sent to the property addresses 1421 Middle Street, 1423 Middle Street, 1427 Middle Street and 1424 Poe Avenue. This letter addresses the previously discussed items:

- Defining the currently un-defined easement which will be roughly twenty (20) feet wide for the length of two or three of those properties. All of the trees within the newly defined easement will be clear cut and will have to remain as such.
- Re-sod that area. The Town will not perform any maintenance after the sodding. That will be up the homeowners.
- Offer to erect a privacy fence that will be between five (5) and six (6) feet and will run no more than the length of the property lines between the affected properties. Against Town regulations, the fence will be constructed within the easement, but it is specifically being constructed to act as a buffer between the properties. Maintenance and up-keep including replacement will be the

homeowners' responsibility. The Town may remove the fence at any time in order to service the new sewer line.

- Offer to replace trees outside of the easement, on private property that will serve as a buffer between properties. The Town's Zoning Administrator/Arborist Joe Henderson is willing to speak to the four homeowners individually and recommend species for the buffer area only. Once they have a plan, it will be presented to the Town's Tree Commission. The Tree Commission will then recommend the plan to Town Council who will have final say on how much tree fund money will be spent on this work.

1423 Middle Street has an outdoor fireplace in the easement on their property. The fireplace will be demolished at the time of clearing; the Town in return will reimburse the homeowners in the form of cash payment.

The easement clearing is scheduled to commence July 9, 2018. Once the clearing is complete, the Town will advertise the project for 15 days minimum while acquiring bids.

c. Rate Study & Cost Recovery Program-

The Residential Equivalent Unit (REU) 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.

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. 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.

Greg Gress provided a Water and Sewer Utility Rate Model for Single Family Residential FY 2018-2019 Bill Comparison handout (Attachment 1). A notice will be printed on the water and sewer bill received August 1, 2018 for July usage (first month of the new fiscal year). This will reflect the new FY19 rates (passed by Council on July 19, 2018) and also mention the REU rate study with implementation anticipated for October 1, 2018.

- 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.

- a. Wastewater Treatment Plant Retrofit- Design Phase
- b. CWS Contract Revisions
- c. Station 17 Water Utility Site & CWS Pumping Station
- d. Rate Study & Cost Recovery Program
- e. I&I Final Phase (Included in Wastewater Plant and Infrastructure up-fits)
- f. Private Sewer Lateral Policy for I&I Reduction
- g. Submersible Pumps (Included in Wastewater Plant and Infrastructure up-fits)
- h. ASR: Aquifer Storage and Recovery

5. **The next Water and Sewer Committee Meeting is scheduled for:** Thursday, July 19, 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 9:34 a.m., carried unanimously.**

Respectfully submitted,



Courtney Liles



# Attachment 1

Town of Sullivan's Island  
 Water and Sewer Utility Rate Model  
 Single Family Residential FY 2018 - 2019 Bill Comparison

Usage	Current Water Bill	Proposed Water Bill	Percent Change Water	Current Irrigation Bill	Proposed Irrigation Bill	Percent Change Irrigation	Current Sewer Bill	Proposed Sewer Bill	Percent Change Sewer	Current Total Bill	Proposed Total Bill	Percent Change Total
0	\$20.85	\$18.69	-10.4%	\$20.85	\$18.69	-10.4%	\$31.78	\$31.04	-2.3%	\$52.63	\$49.73	-5.5%
1,000	\$24.27	\$21.78	-10.3%	\$24.27	\$21.78	-10.3%	\$40.64	\$39.40	-3.1%	\$64.91	\$61.18	-5.7%
2,000	\$27.69	\$24.87	-10.2%	\$27.69	\$24.87	-10.2%	\$49.50	\$47.76	-3.5%	\$77.19	\$72.63	-5.9%
3,000	\$31.11	\$27.96	-10.1%	\$31.11	\$27.96	-10.1%	\$58.36	\$56.12	-3.8%	\$89.47	\$84.08	-6.0%
4,000	\$34.53	\$31.05	-10.1%	\$34.53	\$31.05	-10.1%	\$67.22	\$64.48	-4.1%	\$101.75	\$95.53	-6.1%
5,000	\$41.97	\$37.75	-10.1%	\$41.97	\$37.75	-10.1%	\$78.00	\$74.67	-4.3%	\$119.97	\$112.42	-6.3%
6,000	\$49.41	\$44.45	-10.0%	\$49.41	\$44.45	-10.0%	\$88.78	\$84.86	-4.4%	\$138.19	\$129.31	-6.4%
7,000	\$56.85	\$51.15	-10.0%	\$56.85	\$51.15	-10.0%	\$99.56	\$95.05	-4.5%	\$156.41	\$146.20	-6.5%
8,000	\$64.29	\$57.85	-10.0%	\$64.29	\$57.85	-10.0%	\$110.34	\$105.24	-4.6%	\$174.63	\$163.09	-6.6%
9,000	\$76.71	\$69.04	-10.0%	\$76.71	\$69.04	-10.0%	\$128.56	\$122.47	-4.7%	\$205.27	\$191.51	-6.7%
10,000	\$89.13	\$80.23	-10.0%	\$89.13	\$80.23	-10.0%	\$146.78	\$139.70	-4.8%	\$235.91	\$219.93	-6.8%
11,000	\$101.55	\$91.42	-10.0%	\$101.55	\$91.42	-10.0%	\$165.00	\$156.93	-4.9%	\$266.55	\$248.35	-6.8%
12,000	\$113.97	\$102.61	-10.0%	\$113.97	\$102.61	-10.0%	\$183.22	\$174.16	-4.9%	\$297.19	\$276.77	-6.9%
13,000	\$126.39	\$113.80	-10.0%	\$126.39	\$113.80	-10.0%	\$201.44	\$191.39	-5.0%	\$327.83	\$305.19	-6.9%
14,000	\$138.81	\$124.99	-10.0%	\$138.81	\$124.99	-10.0%	\$219.66	\$208.62	-5.0%	\$358.47	\$333.61	-6.9%
15,000	\$151.23	\$136.18	-10.0%	\$151.23	\$136.18	-10.0%	\$237.88	\$225.85	-5.1%	\$389.11	\$362.03	-7.0%
16,000	\$163.65	\$147.37	-9.9%	\$163.65	\$147.37	-9.9%	\$256.10	\$243.08	-5.1%	\$419.75	\$390.45	-7.0%
17,000	\$176.07	\$158.56	-9.9%	\$176.07	\$158.56	-9.9%	\$274.32	\$260.31	-5.1%	\$450.39	\$418.87	-7.0%
18,000	\$188.49	\$169.75	-9.9%	\$188.49	\$169.75	-9.9%	\$292.54	\$277.54	-5.1%	\$481.03	\$447.29	-7.0%
19,000	\$200.91	\$180.94	-9.9%	\$200.91	\$180.94	-9.9%	\$310.76	\$294.77	-5.1%	\$511.67	\$475.71	-7.0%
20,000	\$213.33	\$192.13	-9.9%	\$213.33	\$192.13	-9.9%	\$328.98	\$312.00	-5.2%	\$542.31	\$504.13	-7.0%
21,000	\$225.75	\$203.32	-9.9%	\$225.75	\$203.32	-9.9%	\$347.20	\$329.23	-5.2%	\$572.95	\$532.55	-7.1%
22,000	\$238.17	\$214.51	-9.9%	\$238.17	\$214.51	-9.9%	\$365.42	\$346.46	-5.2%	\$603.59	\$560.97	-7.1%
23,000	\$250.59	\$225.70	-9.9%	\$250.59	\$225.70	-9.9%	\$383.64	\$363.69	-5.2%	\$634.23	\$589.39	-7.1%
24,000	\$263.01	\$236.89	-9.9%	\$263.01	\$236.89	-9.9%	\$401.86	\$380.92	-5.2%	\$664.87	\$617.81	-7.1%
25,000	\$275.43	\$248.08	-9.9%	\$275.43	\$248.08	-9.9%	\$420.08	\$398.15	-5.2%	\$695.51	\$646.23	-7.1%
26,000	\$287.85	\$259.27	-9.9%	\$287.85	\$259.27	-9.9%	\$438.30	\$415.38	-5.2%	\$726.15	\$674.65	-7.1%
27,000	\$300.27	\$270.46	-9.9%	\$300.27	\$270.46	-9.9%	\$456.52	\$432.61	-5.2%	\$756.79	\$703.07	-7.1%
28,000	\$312.69	\$281.65	-9.9%	\$312.69	\$281.65	-9.9%	\$474.74	\$449.84	-5.2%	\$787.43	\$731.49	-7.1%
29,000	\$325.11	\$292.84	-9.9%	\$325.11	\$292.84	-9.9%	\$492.96	\$467.07	-5.3%	\$818.07	\$759.91	-7.1%
30,000	\$337.53	\$304.03	-9.9%	\$337.53	\$304.03	-9.9%	\$511.18	\$484.30	-5.3%	\$848.71	\$788.33	-7.1%
31,000	\$349.95	\$315.22	-9.9%	\$349.95	\$315.22	-9.9%	\$529.40	\$501.53	-5.3%	\$879.35	\$816.75	-7.1%
32,000	\$362.37	\$326.41	-9.9%	\$362.37	\$326.41	-9.9%	\$547.62	\$518.76	-5.3%	\$909.99	\$845.17	-7.1%
33,000	\$374.79	\$337.60	-9.9%	\$374.79	\$337.60	-9.9%	\$565.84	\$535.99	-5.3%	\$940.63	\$873.59	-7.1%
34,000	\$387.21	\$348.79	-9.9%	\$387.21	\$348.79	-9.9%	\$584.06	\$553.22	-5.3%	\$971.27	\$902.01	-7.1%
35,000	\$399.63	\$359.98	-9.9%	\$399.63	\$359.98	-9.9%	\$602.28	\$570.45	-5.3%	\$1,001.91	\$930.43	-7.1%