

TOWN OF SULLIVAN'S ISLAND
WATER AND SEWER COMMITTEE OF COUNCIL
MEETING MINUTES
Thursday, August 23, 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, August 23, 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 8:49 a.m., and stated the press and public were duly notified pursuant to State Law.

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

- Poe Avenue/Citadel Street- A bid opening was held on August 1, 2018 at 2:00 p.m. with engineers AECOM. A total of four (4) bids were received ranging from a low of \$404,433.00 to a high bid of \$628,250.00 for the base proposal. The engineer's estimate for this project was approximately \$360,000.00. The low bid was submitted by R.H. Moore Co., Inc. of Murrells Inlet, SC. The Town also asked the bidders to submit alternate bids for the private lateral work, which came in extremely high. A private company, Mr. Rooter Plumbing, also submitted a bid of \$98,500.00 for only the private lateral work. The engineer's recommendation is for the contract for sewer line replacement on Poe Avenue and Citadel Street to be awarded to R.H. Moore Co., Inc. and for the contract for the private lateral work on Poe Avenue and Citadel Street to be awarded to Mr. Rooter Plumbing. The Town is under contract with AECOM. AECOM has no relationship with R.H. Moore Co., Inc. or Mr. Rooter Plumbing. The purpose of retaining AECOM as Engineer of Record to be reviewing these bids is specifically because they have the knowledge and expertise to do so.

Motion was made by Councilmember Langley, seconded by Councilmember Howard, from the Water and Sewer Committee, to authorize the award of the bid to R.H. Moore Co., Inc. being the low bidder at \$404,433.00, as well as the alternatives to Mr. Rooter Plumbing in the amount of \$98,500.00 for the sewer line replacement at Poe Avenue and Citadel Street, carried unanimously.

This information was presented to full Council during the August 21, 2018 meeting. A special meeting of Council will be held on September 4, 2018, before the workshop meeting, for Council to consider approving the engineer's recommendations as stated above.

- Phase II I&I Reduction- An RFP Phase II I&I Reduction Project pre-proposal meeting was held on August 20, 2018. A total of one (1) bid was received for \$5,965,092.00 from Arcadis Engineering.

Arcadis was awarded the contract for Phase I I&I in 2014 and Island Residents seem to have had positive reviews for them.

Motion was made by Councilmember Langley, seconded by Councilmember Howard, from the Water and Sewer Committee, to take to full Council for approval, the proposal received from Arcadis for the Phase II I&I Reduction Project for the Wastewater Collection System in the amount of \$5,965,092.00, carried unanimously.

This information will be discussed at the September 4, 2018 workshop meeting, with consideration of approval by full Council at the regular Council meeting of September.

- 2308 Jasper Boulevard- The Water and Sewer Department discovered an active septic tank at 2308 Jasper Boulevard, which is a violation of the Zoning Ordinance. The property has a historic cottage that was re-plumbed to a septic tank once a second structure was built on the property. Since discovered, the Town has been actively enforcing the Ordinance.

3. **Discussions/Motions:**

- a. Approval of Minutes- July 19, 2018.

Motion was made by Councilmember Langley, seconded by Councilmember Howard, to approve the Water and Sewer Committee Minutes from July 19, 2018.

Motion was made by Councilmember Langley, seconded by Councilmember Howard, to amend the Minutes from July 19, 2018 to replace "REU's for non-residential customers are rounded to the nearest 0.5" with "REU's for non-residential customers are rounded down to the nearest whole REU", carried unanimously.

Motion was made by Councilmember Langley, seconded by Councilmember Howard, to approve the minutes from July 19, 2018 as amended, carried unanimously.

b. Rate Study & Cost Recovery Program-

The Residential Equivalent Unit (REU) approach supports Cost of Service (COS) based recovery from users. 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 down to the nearest whole REU. 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.

Raftelis Inc. presented this information to full Council during the August 21, 2018 meeting. October 1, 2018 is the target to implement this approach. The next step is for staff to craft a Resolution to accept this REU method of establishing base rates for water and sewer.

Motion was made by Councilmember Langley, seconded by Councilmember Howard, from the Water and Sewer Committee, to take a Resolution to full Council to Implement the Rate Study and Cost Recovery Program based on the REU method as proposed and presented by our consultants, Raftelis Inc., carried unanimously.

The Water and Sewer Committee will re-visit the REU rate calculations on a three (3) year basis. Volumetric block charges will also be reviewed during that time.

c. Charleston CPW/ICW Water Main-

CWS provided Town staff with a project timeline and site maps for a 16-inch water main to supply water to Mount Pleasant that would run from the soccer field behind Stith Park on Sullivan's Island, through the Intracoastal Waterway to Mount Pleasant. The Committee recommended that Charleston CPW present information at their earliest convenience to full Council and the public.

d. New Sewer Line on Station 20.5 from Central Avenue to Middle Street-

A new sewer line is needed on Station 20.5 from about Central Street to Middle Street to meet grade. The existing sanitary sewer line on l'On Avenue is too high to serve the lots along Middle Street and meet the required guidelines. The sewer line replacement project for the Poe Avenue and Citadel Street can be broken down by a 'per foot' number. That 'per foot' number to go from approximately Central Street to Middle Street was roughly estimated at \$120,000.00. That number would not increase with the additional distance from this separate line. Once awarded, the next step is for Town staff to engage with R.H. Moore Co., Inc. regarding the cost of a change order on their proposed contract to do this additional work. Once that is completed, this item will be presented to full Council.

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 i. below) was reviewed.

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

5. The next Water and Sewer Committee Meeting is scheduled for: Thursday, September 20, 2018, 8:45 a.m. at Sullivan's Island Town Hall.

6. Adjournment:

Motion was made by Councilmember Langley, seconded by Councilmember Howard, to adjourn at 10:17 a.m., carried unanimously.

Respectfully submitted,



Courtney Liles