

**TOWN OF SULLIVAN'S ISLAND**  
**WATER AND SEWER COMMITTEE OF COUNCIL**  
**MEETING MINUTES**  
**Thursday, June 17, 2021**  
**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 17, 2021 at Town Hall, all requirements of the Freedom of Information Act having been satisfied. Present were Council Committee members Bachman Smith, IV (Chair), Scott Millimet and Gary Visser. Staff members present were Andy Benke, Greg Gress, Pam Otto, Courtney Sottile and Bridget Welch. There were no members of the public present and no members of the media present.

Chair Bachman Smith called the meeting to order at 8:46 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 explained a new situation that has developed regarding two properties on Blanchard Street. The marsh front property, 1702 Blanchard Street, is owned by Mr. Applegate. Mr. Applegate also owned the property in front of him which abuts Thompson Avenue. He has since sold it to the Riley family who has plans to build. Approximately ten years ago, the Town discovered that Mr. Applegate had a septic tank for his property at 1702 Blanchard Street. The Town then asked him to cap of the tank and tie-in to the Town's sewer line, which runs through the lot in front of him. Before the Riley's can start construction, the sewer line will have to be disconnected to avoid damage to the system during construction. When this happens, Mr. Applegate will no longer have sewer and his property will be considered inhabitable. Mr. Applegate did provide an easement for the driveway but with the sale of the property it became null and void.

Chair Smith stated that this situation is currently a private property owner issue and whichever agreement they reach will have to meet Town and State requirements.

Councilmember Visser stated that the Town does not have responsibility, but has control over the quality of the improvements to the right of way.

Construction updates as to the Lift Station Conversion Project and Wastewater Treatment Plant Improvements:

#### Wastewater Treatment Plant Improvement Project:

The Wastewater Treatment Plant Improvement Project is moving along as expected. The Department staff is currently undergoing all of the necessary training required to run the new equipment. The new Wastewater Treatment Plant has been online since May 7, 2021. A week after the plant went live, issues started relating to the gear boxes and rotors. The plant is currently in a State of Emergency. Staff added diesel pumps to circulate the oxygen in the oxidation ditch to keep the bacteria and microorganisms alive. Currently, everything has been transferred to one basin which is running everything. DHEC has been made aware of the situation. Staff is waiting for a shipment of new Gear boxes, which is expected to take up to twelve weeks. The plant is currently in the process of switching chlorine system from gas to tablets.

#### Lift Station Conversion Project:

Lift Station 1- Located at Station 9.5 Street and Osceola Avenue. Contractors are putting final touches on this station. This station is currently online.

Lift Station 2- Located at the corner of Station 13 Street and Cove Avenue. Contractors are putting final touches on this station. This station is currently online.

Lift Station 3- Located at the end of Station 18 Street on the marsh side. Contractors are putting asphalt down before demolishing this building. Attempted to put online and found an issue with the pump.

Lift Station 4- Located at the corner of Goldbug Avenue and Station 26 Street. This station was scheduled to be online June 30<sup>th</sup> but it is delayed.

Lift Station 5- Located between Middle Street and I'On Avenue at Station 30 Street. Contractors are putting final touches on this station. This station is currently online.

### 3. **Discussions/Motions:**

#### a. Approval of Minutes- May 27, 2021.

**Motion was made by Chair Smith, seconded by Councilmember Scott Millimet, to approve the Water and Sewer Minutes from May 27, 2021, carried unanimously.**

#### b. Welcome new members- Chair Smith welcomed new Committee members, Scott Millimet and Gary Visser.

i. Overview of Cost Recovery Policy (Attachment 1)

ii. Overview of Private Side/Lateral I&I reduction Policy (Attachment 2)

#### c. Executive Session

- i. Update regarding contractual issues/negotiation with CWS
- ii. Discussion regarding contractual matters as to the Lift Station Project and outstanding WK Dickson change order

**Motion was made by Councilmember Gary Visser, seconded by Councilmember Scott Millimet, to go into Executive Session at 9:17 a.m. to discuss the two items above.**

**Motion passed unanimously.**

**Motion was made by Councilmember Gary Visser, seconded by Councilmember Scott Millimet, to come out of Executive Session at 10:25 a.m. Motion passed unanimously.**

Chair Smith stated that no votes or actions were taken while in Executive Session.

**4. Review of Active and Pending Projects:**

- a. Wastewater Treatment Plant Retrofit (Construction Phase-Final)
- b. Charleston CPW/ICW Water Main Project (Construction Phase)
- c. CWS contract revisions
- d. Written Cost Recovery Program
- e. Private Sewer Lateral Policy for I&I Reduction
- f. Pump/Lift Stations flood proofing project (Contracting Phase)
- g. Water & Sewer Ordinance review/clean-up
- h. ASR: Aquifer Storage and Recovery (explore use of Pre-Disaster Mitigation Grant funds)

**5. The next Water and Sewer Committee Meeting is scheduled for: Thursday, July 22, 2021 8:45 a.m.**

**6. Adjournment:**

**Motion was made by Councilmember Scott Millimet, seconded by Councilmember Gary Visser, to adjourn at 10:26 a.m., carried unanimously.**

Respectfully submitted,



Bridget Welch

# Development of Sullivan's Island Cost Recovery Policy

## Why Written Policies?

- Provide consistent guidelines
- Eliminate guesswork for utility and governmental staff
- Policy development requires open discussion of issues among decision-makers and public
- Provide a reference source for constituents to understand decision-makers position
- Help decision makers identify needs for new and revised policies
- Provide a means of distributing information to third parties, federal, state agencies, bond and insurance companies

## 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.*

## Objectives may be

1. Improve credit rating
2. Establish separate and maintain minimum fund balances
3. Equitable charging practices
4. Establish impact fees
5. Establish long term cost-recovery objectives
  - a. Cash fund renewal & replacement projects and assets

## Cost Recovery Policies to achieve Goals & Objectives

- Customer classes
- Financial plan
- Funds Management
- Fund balance requirement
- Debt Service Coverage
- Setting Rates and Fees
- Connection Charges
- Impact Fees
- Flow of Funds System

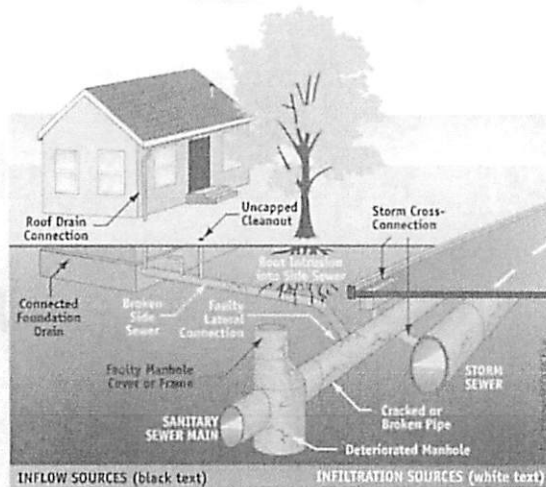
# Sullivan's Island Private Sewer Lateral I&I Reduction Program

## Why?

- We have seen evidence of groundwater rising after Phase I project
- 2015 WEF survey suggest 20% to 50% is coming from PSL
- Private side I&I can increase because of improvements in adjacent sub-basins
- Low lots are a high risk for sump pumps cross connected to public sewer
- Building backups and potential damage claims
- Sanitary Sewer Overflows or SSO
- Regulatory issues

## Who?

- All property types



## How?

- Require a Leak Free Compliance Certificate (CC)
- Time limit on CC
- SI will only verify Compliance Testing
- Compliance Testing to be performed by PO's plumber
- Triggers that would require the Compliance Certificate
  - Sell Property
  - Performing construction/remodeling at a set dollar amount
  - Sewer work, repair, inspection

- Reconnect from Demo

## When?

- Exemptions
  - Previously replaced and Inspected by SIWSD PSL
  - House Demolished
  - Empty Lot
  - Disconnected from System
- Target implementation Fall of 2022.