



**Laurens County Water and Sewer Commission**

**Board of Commissioners Meeting**

**September 22, 2015**

**8:15am**

**Minutes**

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**COMMISSIONERS PRESENT:** Ted Davenport, Chairman (Municipal), Wofford Woods (I), Philip O'Dell (II), Jurell Byrd (III), Bill Teague, Treasurer (IV), Susan Curry (V), John McMurray (VI) and E.L. Mason, Secretary (VII)

**STAFF:** Jeff Field, Executive Director  
Kevin Anderson, Director of Operations and Engineering  
Debbie Price, Executive Administrative Assistant  
Angie Nelson, Director of Administration and Customer Service  
Heather Owens, Director of Finance and Human Resources

**ATTORNEY:** Allen M. Wham

**PRESS:** Clinton Chronicle

**Call to Order**

**Invocation**

**Approval of August 25, 2015 Minutes**

**Chairman Remarks**

**Executive Director Remarks**

**LCWSC Monthly Financial Summary**

**LCWSC Monthly Operations Summary**

## **New Business**

1. Discussion on Highway 72 Right of Way Issues

## **Old Business**

1. Update on FY12 Water Distribution Revenue Bond Projects
2. Update on Public Relations Efforts for New Billing System
3. Update on "New" Website

## **Other Business**

1. Employee Community Involvement
  - a. Beautify Laurens County Trash Pick-up; LCWSC; September 26, 2015; 8:00am
  - b. United Way Campaign Kickoff; October 1, 2015 – November 10, 2015

## **Adjourn**

## **CALL TO ORDER**

Chairman Davenport called the meeting to order at 8:15 am in the Board Room of the Laurens County Water and Sewer Commission.

Invocation was given by Commissioner Woods.

## **APPROVAL OF MINUTES**

Chairman Davenport asked if there were any additions or corrections to the August 25, 2015 minutes, as submitted to the Commissioners.

Commissioner McMurray MOVED *that the minutes be accepted as submitted*. MOTION SECONDED by Commissioner Byrd. MOTION CARRIED. AYES, 7; NAYS, 0

## **LCWSC MONTHLY FINANCIAL SUMMARY**

Mr. Field presented the monthly financial summary to the Commissioners. A copy of this summary can be found in the Commissioner Board packet. LCWSC currently has a total of \$3,753,279 in cash and cash reserves as compared to \$3,878,244 this time in FY15. The difference is comprised from less capital income in FY16 than in FY15. Several one-time operating expenses were incurred in July and August to include the annual general liability insurance premium and one-time annual maintenance and membership fees. Additionally, several capital expenses were incurred to include a new Jet-Vac (old one was sold), a new mini-excavator and trailer, and the final payment for construction of the Tillman Circle CDBG project.

## **LCWSC MONTHLY OPERATIONS SUMMARY**

The monthly operations summary was presented to the Commissioners. A copy of this summary can be found in the Commissioner Board packet.

Mr. Field discussed the work order summary. There were 12 new taps installed in August; 17 service line leaks and 11 active main line leaks.

## **NEW BUSINESS**

### **New Business**

#### **1. Discussion on Highway 72 Right of Way Issues**

Mr. Anderson discussed the Highway 72 Right of Way issues. This Highway 72 waterline project was a 50% EPA funded project, designed in 2002 with installation complete in 2005. The project starts at Charlotte Road and is roughly 15 miles long. Challenges include creek crossings, RR Bridge, and embankments.

Summary:

- 10 years in service
- SCDOT does not mow to back of ROW
- LCWSC must mow and perform brush removal
- Creek Crossings and RR Bridge vulnerable and must be inspected
- \$20,000 for ROW maintenance of water distribution system
  - Mostly Hwy 72

### **Old Business**

#### **1. Update on FY12 Water Distribution Revenue Bond Projects**

Mr. Anderson provided a summary of the project list:

- Fairview Road Water Main replacement
  - Project Description
    - 10,000 LF of 12-inch C900 PVC pipe
    - Replaces 4-inch
    - BEGIN at Tall Pines Road
    - END at Ridgewater Subdivision
    - Private ROW for most of the project
    - Greenville County
    - \$1,000,000 construction estimate
    - \$120,000 engineering

- Project Status
  - 19/25 Easements obtained \$35,000 to date
  - DHEC submittal for permit in progress
  - Advertise for bid between November 2015 and March 2016
  - Material prices are steady
  - Labor (contractor) costs seem to be at a peak
  - LCWSC will invite bids from qualified contractors
  - Advertise in South Carolina Business Opportunities (SCBO) at our discretion to take advantage of the construction market
- GWS meter at Scuffletown /Jones Mill
  - Project Description
    - New meter connection with GWS
    - Connect with GWS at Jones Mill Road
    - Provided needed water supply to northern part of county
    - \$20,000 property / Legal
    - \$22,000 engineering
    - \$100,000 meter, valves, and piping
  - Project Status
    - Property obtained
    - Preliminary plans to contractors for value engineering
    - Permitting in October
    - Bid in November
- Other projects in CIP pending future funds
  - Riverfork
  - Wham Lawn
  - Greenpond

## **2. Update on Public Relations Efforts for New Billing System**

Ms. Nelson provided an update on the Customer Awareness Campaign for the new billing system. Customers will notice changes to their bills beginning November 1, 2015. Notification efforts include a press release to the media, bill insert, website notification, drive thru banners and use of the electronic sign.

The printed bill will be more streamlined with a larger message area and a graph showing consumption history.

## **3. Update on “New” Website**

Mrs. Price presented a brief demonstration and provided highlights of the new LCWSC website.

## Other Business

### 1. Employee Community Involvement

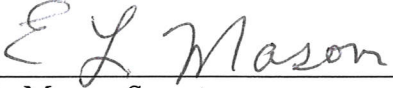
- a. Beautify Laurens County Trash Pick-up
  - Rescheduled for November 14, 2015 due to weather conditions
- b. United Way Campaign Kickoff; October 1, 2015 – November 10, 2015
  - The United Way Campaign is underway and will conclude with an employee breakfast on November 20, 2015.
- c. Greenwood Chamber Business Event; September 24, 2015; Free Event

## Adjourn

There being no further business the Commission adjourned at 10:21am.

Commissioner Woods MOVED that the ***Board of Commissioners meeting be adjourned.***  
MOTION SECONDED by Commissioner O'Dell. MOTION CARRIED. AYES, 7; NAYS, 0

I certify that the above Minutes accurately reflect the business conducted at the Commission meeting on September 22, 2015 and that the minutes were approved at the meeting held October 27, 2015.

  
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E. L. Mason, Secretary