



Laurens County Water and Sewer Commission

Board of Commissioners Meeting

May 29, 2018

8:15am

Minutes

COMMISSIONERS PRESENT: Doug Hendrick (Municipal), Wofford Woods (I), Philip O'Dell (II), Jurell Byrd, Secretary (III), Bill Teague, Vice Chairman (IV), Susan Curry, Treasurer (V), and Ted Davenport, Chairman (VII)

COMMISSIONERS ABSENT: John McMurray, (VI)

STAFF: Jeff Field, Executive Director
Steve Griffin, Construction Manager
Damas Mattison, Regulatory Compliance and Operations Manager
Wendy Medlock, Director of Finance
Angie Nelson, Director of Administration and Customer Service
Debbie Price, Executive Assistant
KC Price, Engineering Manager

ATTORNEY: Allen M. Wham

PRESS: N/A

Call to Order

Invocation

Approval of April 24, 2018 and May 8, 2018 Minutes

Chairman Remarks

Executive Director Remarks

LCWSC Monthly Financial Summary

LCWSC Monthly Operations Summary

New Business

1. CMOM Quarterly Update

Old Business

1. Lake Greenwood Water Treatment Facility Update
2. Mogul Sanitary Sewer Project Update

Executive Session

1. Contractual Matter related to Whitten Center Sewer Lift Station Project
2. Contractual Matter related to the City of Clinton and the Lake Greenwood Water Treatment Facility

Upon returning to open session, the Commission may take whatever action deemed appropriate on matters discussed in executive session.

Other Business

Adjourn

CALL TO ORDER

Chairman Davenport called the meeting to order at 8:23am in the board room of 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 April 24, 2018 minutes as submitted to the Commissioners.

Commissioner Curry MOVED *that the April 24, 2018 minutes be accepted as submitted.* MOTION SECONDED by Commissioner Byrd. MOTION CARRIED. AYES, 6; NAYS, 0

Chairman Davenport asked if there were any additions or corrections to the May 8, 2018 minutes as submitted to the Commissioners.

Commissioner O'Dell MOVED *that the May 8, 2018 minutes be accepted as submitted.* MOTION SECONDED by Commissioner Hendrick. MOTION CARRIED. AYES, 6; NAYS, 0

CHAIRMAN REMARKS

Chairman Davenport welcomed everyone to the Commissioner Meeting and offered condolences to Mr. Field on the death of his father-in-law, Commissioner Curry on the death of her father-in-law and to Commissioner Hendrick on the death of his grandfather. He also asked everyone to remember Brandon Field after his recent surgery and Mr. Wham's uncle who has been diagnosed with pancreatic cancer.

EXECUTIVE DIRECTOR REMARKS

Mr. Field expressed appreciation to the staff for all their work during his absence for his son's illness and the death of his father-in-law.

LCWSC MONTHLY FINANCIAL SUMMARY

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

As of April 30, 2018, LCWSC currently had a total of \$4,671,205 in cash for operating and reserve funds as compared to \$4,786,083 this time in FY17. LCWSC is awaiting a \$384,339 reimbursement from the Economic Development Administration (EDA) for construction costs spent on the mogul sewer 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 reported 180 new services installed as of April 30, 2018, with 24 new services in the month of April. There were 9 active service line leaks and 4 active main line leaks.

Mr. Mattison reported the total water loss for the month of April was 12%, of which 6% was unaccounted for through background leaks in the system. The rolling 12-month average for unaccounted water loss is 15.60%. The target is 18.00%.

New Business

1. Capacity Management Operation and Maintenance (CMOM) Quarterly Update

Mr. Mattison provided an update on the CMOM third quarter report. He discussed the schedule for right-of-way (ROW) mowing and rehab, force main inspections, manhole inspections, I/I flow monitoring, cleaning and closed-circuit television (CCTV), and complete air release valve inspection.

Mr. Mattison stated that CCTV in gravity mains allows for evaluation of pipe condition in order to repair, replace, and schedule rehab projects. Cleaning gravity mains to clear any roots, sediment or waste build up from the lines ensures proper flow and aids in avoiding sewer overflow.

"A" criticality lines must be monitored more frequently as they cannot be bypassed. CCTV is used on these lines prior to cleaning to ensure high pressure cleaning will not damage the main. LCWSC currently has 52 gravity mains that are considered "A" lines, or 10,040 feet.

Mr. Mattison also discussed flow monitoring and the metering plan LCWSC has developed to evaluate the collection system for inflow and infiltration. This plan helps us determine the areas best suited for further study or rehab. We currently have five permanent meters and three portable meters. The permanent meters are located at: Joanna North, Joanna South, Shell Creek, Bush River and Lydia Mill

FY18 Third Quarter Summary:

- 15 service requests
 - 5 customer complaints
 - 3 potential sewer leaks
 - 7 check service to see if usable
- 1 Point repair at JSL-021, root blockage
 - Pipe section had to be cut out
- Completed air release valve inspections

FY18 Fourth Quarter Work will include:

- Inflow and infiltration flow monitoring
- Cleaning and CCTV gravity Mains
- Repair of access roads
- Begin ROW mowing
- Force main inspections

Old Business

1. Lake Greenwood Water Treatment Facility Update

Mr. Field reported that the United States Department of Agriculture (USDA) has approved the use of a Construction Manager at Risk (CMAR) for the Greenwood treatment facility and raw water intake. The Selection Committee will review proposals and rank them according to USDA criteria.

- May 2nd – Advertisement for contractor proposals
- May 11th – Pre-bid meeting (Eight contractors in attendance)
- May 23rd – Contractor proposals submitted (Six proposals submitted)

The official Selection Committee consists of the Capital Committee (Commissioner Davenport, Commissioner Teague, and Commissioner Woods), Executive Director, Jeff Field and Kevin Laird, GMC. The Selection Committee will meet tomorrow, May 30th, to select 3 contractors for interviews next week. Once all the interviews are completed, the Selection Committee will make a recommendation to the USDA for the CMAR on this project. The USDA must review our selection process, notes, and other necessary information used in our decision.

Upon approval, the contractor can begin working with LCWSC and GMC for completion of the design of the project and moving toward a scheduled start date for construction of February 2019. We are currently at 30% design. At 60%, 90%, and 100% design, we will have construction costs for the CMAR. Mr. Field stated that CMAR is a collaborative, but also transparent effort between the contractor and the owner. We will have opportunities during the design phase to make any modifications that may improve the project, but also keep us on budget.

The Selection Committee needs authorization from the Board of Commissioners to make the recommendation for the CMAR to the USDA.

Commissioner Curry MOVED that the *Board of Commissioners authorize the CMAR Selection Committee to choose a contractor based on proposal criteria and to submit the recommendation for the CMAR to the USDA for approval.* MOTION SECONDED by Commissioner Byrd. MOTION CARRIED. AYES, 6; NAYS, 0

Mr. Field stated that, in addition to working on the CMAR approval, we have submitted our final Preliminary Engineering Report (PER) updates to the USDA for approval. Approval of these updates is expected near the same time the CMAR contract is approved; hopefully the third week in June.

A project of this size and importance will require significant distribution improvements. One of these improvements is on Stagecoach Road with a new 12-inch water line running from the Maddens tank to the Raider Road pump station. Mr. Field stated that this project is estimated at \$1.8 million dollars. LCWSC was awarded \$500,000 in grant funds from the South Carolina Rural Infrastructure Authority (SCRIA) for part of the construction costs. LCWSC has applied to the EDA for the remaining \$1.1 million in construction costs. The engineering portion, estimated at a little over \$200,000, will be paid from funds set aside for the overall treatment facility project.

Other distribution improvements are still in the design phase with construction plans at approximately 60% complete. We hope to hard bid these improvements at the end of the year with construction to start in February.

2. Mogul Sanitary Sewer Project Update

Mr. Field provided an update on the Mogul sanitary sewer project. We were unable to negotiate an offer for a 10-foot by approximately 2700-foot private easement near the intersection of Dogwood and Old Laurens Road. As a solution, the County has issued an amended encroachment permit allowing us to open cut the center of the south bound lane of Old Laurens Road for this portion of the project.

Conditions of approval of this permit include:

- Traffic control during construction
- Third party testing of compaction
- Paving (overlay) the entire road for this distance
- Warranty the work for one year

The total change order is estimated at \$117,500. Mr. Field stated that we fortunately received excellent bids for this project and there is enough grant money available to cover the change order.

Upon approval of the change order by the EDA, the contractor will begin planning. The goal for completion of this project is the end of July.

Executive Session

Upon returning to open session, the Commission may take whatever action deemed appropriate on matters discussed in executive session.

1. **Contractual Matter related to Whitten Center Sewer Lift Station Project**
2. **Contractual Matter related to the City of Clinton and the Lake Greenwood Water Treatment Facility**

Commissioner Woods MOVED that the *Board of Commissioners go into Executive Session at 10:07 am to discuss a contractual matter related to the Whitten Center Sewer Lift Station and a Contractual Matter related to the City of Clinton and the Lake Greenwood Water Treatment Facility.* MOTION SECONDED by Commissioner Hendrick.
MOTION CARRIED. AYES, 6; NAYS, 0

Commissioner Hendrick MOVED that the *Board of Commissioners come out of Executive Session at 10:45am.* MOTION SECONDED by Commissioner Byrd.
MOTION CARRIED. AYES, 6; NAYS, 0

1. **Contractual Matter related to Whitten Center Sewer Lift Station Project**

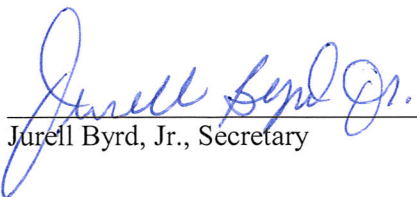
Commissioner O'Dell MOVED that the *Board of Commissioners authorize Executive Director Jeff Field to Execute the Agreement with the City of Clinton for the Whitten Center Sewer Lift Station Project.* MOTION SECONDED by Commissioner Woods.
MOTION CARRIED. AYES, 6; NAYS, 0

Adjourn

Commissioner Hendrick MOVED that the *Board of Commissioners meeting be adjourned.*
MOTION SECONDED by Commissioner Curry. MOTION CARRIED. AYES, 6; NAYS, 0

There being no further business the Commission adjourned at 11:00am.

I certify that the above Minutes accurately reflect the business conducted at the Commission meeting on May 29, 2018 and that the minutes were approved at the meeting held June 26, 2018.


Jurell Byrd, Jr., Secretary