



Laurens County Water and Sewer Commission

Board of Commissioners Meeting

June 25, 2019

8:15am

Minutes

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

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

ATTORNEY: Allen M. Wham

PRESS: Clinton Chronicle

Call to Order

Invocation

Approval of May 28, 2019 Minutes

Chairman Remarks

Executive Director Remarks

LCWSC Monthly Financial Summary

LCWSC Monthly Operations Summary

New Business

1. Public Hearing for Proposed FY 2020 Budget
2. Approval of Proposed FY 2020 Budget
3. Approval of Proposed Water Distribution Tap Fee Increase

Old Business

1. Lake Greenwood Water Treatment Plant (WTP) Update

Executive Session

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 8:17 am in the Training Room of the Laurens County Water and Sewer Commission.

Invocation was given by Commissioner Hendrick.

APPROVAL OF MINUTES

Chairman Davenport asked if there were any additions or corrections to the May 28, 2018 minutes, as submitted to the Commissioners.

Commissioner Hendrick MOVED *that the minutes be accepted as submitted.*

MOTION SECONDED by Commissioner Byrd. MOTION CARRIED. AYES, 7; NAYS, 0

CHAIRMAN REMARKS

Chairman Davenport welcomed the press to the meeting and expressed appreciation to Mr. Field, the Laurens County Water and Sewer Commission (LCWSC) staff, and the Budget Committee for their hard work preparing the FY 2020 budget.

LCWSC MONTHLY FINANCIAL SUMMARY

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

As of May 31, 2019, LCWSC had a total of \$5,387,100 in cash for operating and reserve funds as compared to \$4,804,912 this time in FY18.

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 288 new services installed as of May 31, 2019, with 39 new services in the month of May. There were 2 active service line leaks and 3 active main line leaks.

Mr. Mattison reported the total water loss for the month of May was 22% of which 18% was unaccounted for through background leaks in the system. The rolling 12-month average for unaccounted water loss is 15.17%. The target is 18.00%. Information is based on 35 days of billing and 32 days average for purchased water from our providers.

Mr. Mattison provided a map showing Designated Metering Areas (DMA). He stated with DMA, we can isolate and calculate how much water loss we have in the designated area.

Line Extensions that are completed, in progress and upcoming were also discussed.

NEW BUSINESS

1. Public Hearing for Proposed FY 2020 Budget

The public hearing for the adoption of the FY 2020 budget was opened for comment. Hearing no one, the public hearing was closed.

2. Approval of Proposed FY 2020 Budget

Mr. Field discussed highlights of the following budgets: Administration, Sewer Treatment, Sewer Collection, Lake Rabon, and Water Distribution.

The following budget was approved by the Budget Committee, comprised of Ted Davenport, Susan Curry, and John McMurray, on May 22, 2019.

Budget Summary:

- Total Budget is \$12,546,250
 - Operating Income increased \$101,450 or 0.9%
 - Operating Expenses increased \$189,545 or 2.4%
 - Capital Income and Expenses increased \$171,814 or 3.9%
 - Capital Reserve Fund Usage increased from \$53,800 to \$153,630
- Payroll and Benefits increased \$132,063 or 4.4% due to the following:
 - 1% increase in the Employer's South Carolina Retirement System contribution,
 - various merit increases for employees.

- Water Purchase decreased (\$38,669)
 - City of Clinton decreased by (\$74,959) due to decreased usage even though they had a 9.3% rate increase
 - City of Laurens increased by \$54,000 due to increased usage
 - Greenville decreased by (\$22,631) due to decreased usage
 - Raw Water Lake Rabon increased by \$4,922 due to increased usage even though the Lake Rabon Budget decreased
- Overall, Debt Service decreased (\$201,091) or 12.1% due to the BB&T Meter Replacement Loan in Water Distribution being paid off in FY 2019
- Water Plant Reserve Fund remained at \$1,200,000
 - Represents 26.39% of the Capital Expense Budget
- Water Distribution Tap Fee Increases as a result of an increase cost in meters and other necessary materials
 - Proposed ¾" tap fee increase of \$200 (from \$800 to \$1,000)
 - Proposed ¾" irrigation (Siamese connection) tap fee increase of \$200 (from \$425 to \$625)
 - Proposed 1" tap fee increase of \$200 (from \$1,350 to \$1,550)
- Fourth year of approved 4-year Sewer Treatment rate plan
 - Scheduled 3% volume rate
 - Represents a \$0.58 increase to the average monthly sewer bill of 4,100 gallons
- Fourth year of approved 4-year Sewer Collection rate plan
 - Scheduled 3% volume rate increase
 - Represents a \$0.45 increase to the average monthly sewer bill of 4,100 gallons

Commissioner Byrd MOVED *that the Proposed FY 2020 Budget is approved.*

MOTION SECONDED by Commissioner Peden. MOTION CARRIED. AYES, 7; NAYS, 0

3. Approval of Proposed Water Distribution Tap Fee Increase

Water Distribution Tap Fee increases as a result of an increase cost in meters and other necessary materials

- Proposed ¾" tap fee increase of \$200 (from \$800 to \$1,000)
- Proposed ¾" irrigation (Siamese connection) tap fee increase of \$200 (from \$425 to \$625)
- Proposed 1" tap fee increase of \$200 (from \$1,350 to \$1,550)

Tap fees for surrounding areas were provided for comparison and included Greenville Water, Laurens Commission of Public Works, Greenwood Commission of Public Works, City of Clinton, City of Newberry and Newberry Water and Sewer.

Mr. Field provided a brief history on water metering technology.

In the 1990s, two people were required for drive-by meter reading; one person to drive the vehicle and one person to run the interrogator.

The next generation of meters would send a signal every few seconds, which eliminated the need for two people.

Densely populated areas began using advanced metering infrastructure (AMI) to read meters. AMI allowed systems to receive meter reads at the office with no drive-by required. AMI systems require antennas throughout the system to receive the reads.

Positive displacement (PD) water meters have been used for most residential applications and have different ways of communicating the read back to the utility company. PD meters use a disc to measure water. This disc can slow down over time.

The large ultrasound meter is an affordable technology for large meters. There are no moving parts. LCWSC has installed this meter for several years on commercial accounts.

The ultrasound residential meter also has no moving parts; transducers send high frequency sound signals and a microprocessor converts the signals into a meter read and flow data.

Ultrasonic Metering Advantages:

- No moving parts to wear over time
- Extended low flow measured down to 0.05 GPM
- Normal low flow measurement down to 0.1 of a gallon as compared to the PD Meter at 0.25 of a gallon
- Allows better accuracy when measuring low flow household fixtures
- Small particles that can clog a PD meter are no longer a problem

Commissioner McMurray moved *that the Proposed Water Distribution Tap Fee Increase is approved*. MOTION SECONDED by Commissioner Hendrick.
MOTION CARRIED. AYES, 7; NAYS, 0

OLD BUSINESS

1. Lake Greenwood Water Treatment Facility Update

Mr. Price provided a brief update for the Lake Greenwood Water Treatment Facility. He stated the design is at 100% and we are going through the design plan page by page. We still have one easement to be completed.

Mr. Field stated that we are still waiting on the USDA.

EXECUTIVE SESSION

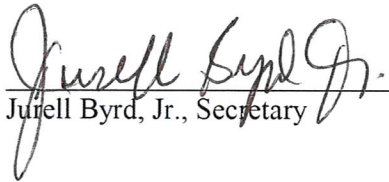
Upon returning to open session, the Commission may take whatever action deemed appropriate on matters discussed in executive session.

ADJOURN

Commissioner Hendrick MOVED that the *Board of Commissioners meeting be adjourned.*
MOTION SECONDED by Commissioner Curry. MOTION CARRIED. AYES, 7; NAYS, 0

There being no further business the Commission adjourned at 11:03am.

I certify that the above Minutes accurately reflect the business conducted at the Commission meeting on June 25, 2019 and that the minutes were approved at the meeting held July 23, 2019.


Jurell Byrd, Jr., Secretary