



Laurens County Water and Sewer Commission

**Board of Commissioners Meeting
April 28, 2020**

Minutes

COMMISSIONERS PRESENT: 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), Doug Hendrick (Municipal)

COMMISSIONERS ABSENT: Sam Peden (I)

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

ATTORNEY: Allen M. Wham

PRESS: Clinton Chronicle

Call to Order

Invocation

Approval of March 24, 2020 Minutes

Chairman Remarks

Executive Director Remarks

LCWSC Monthly Financial Summary

LCWSC Monthly Operations Summary

New Business

Old Business

1. Lake Greenwood Water Treatment Plant Project Update
2. COVID-19 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 8:17am in the Training Rooms of the Laurens County Water and Sewer Commission.

Invocation was given by Commissioner McMurray.

APPROVAL OF MINUTES

Chairman Davenport asked if there were any additions or corrections to the March 24, 2020 minutes, as submitted to the Commissioners.

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

MOTION SECONDED by Commissioner Byrd. MOTION CARRIED. AYES, 6; NAYS, 0

CHAIRMAN REMARKS

Chairman Davenport welcomed the Commissioners and the press to the meeting.

EXECUTIVE DIRECTOR REMARKS

Mr. Field welcomed the Commissioners to the meeting and noted that directors and managers are joining the meeting today via Zoom.

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 March 31, 2020, LCWSC had a total of \$6,878,426 in cash for operating and reserve funds as compared to \$5,136,979 this time in FY19.

Mr. Field stated we are projecting to finish the year slightly above budget. Water purchased is up and expenses are a little shy of the amount budgeted.

He reported we do not have a long history yet for the Town of Gray Court. LCWSC spent a total of \$168,984 on meter replacement. We are on target right now for water sold and purchased, but operating expenses are difficult to gauge at this time; Gray Court Town Hall has not been set up to accept payments yet. We are receiving very good feedback from customers.

There was a concern with an underground storage tank, however it is not a problem for the water system; levels are low in the tank and moving away, migrating downward.

Line extensions were discussed. A couple of small line extensions were completed right before we closed for COVID-19. There has not been much activity since closing.

LCWSC MONTHLY OPERATIONS SUMMARY

The monthly operations summary can be found in the Commissioner Board packet.

Mr. Field reported 162 new services installed as of March 31st, with a total of 26 new services in the month of March.

There were 6 active service line leaks and 2 active main line leaks.

Mr. Mattison discussed water purchased and water loss for the system, which includes the percent unaccounted for and the percent audited. For the month of March, the total water loss was 26.7% of which 19.6% was unaccounted for through background leaks in the system. The rolling 12-month average for unaccounted water loss is 15.3%. The target is 18%.

OLD BUSINESS

1. Lake Greenwood Water Treatment Plant (WTP) Project Update

Mr. Price provided an update on the Lake Greenwood WTP.

He reported that a conference call is scheduled for this Thursday to discuss change orders, which include, the WTP and Intake (Harper Construction), Highway 221 and Raw Waterline (Payne, McGinn, & Cummings, Inc.), and the Highway 72 Waterline (Legacy Water Group, LLC).

The small change order for Payne, McGinn, and Cumming, Inc, is due to hitting a culvert on Highway 221.

Although clearing has been completed for the raw water line, they have not started laying pipe in the ground and will most likely start next month.

Mr. Price shared time lapse photos of the construction site. He stated that the elevated tank has not made much progress; the actual tank contractor may not be onsite until December or January.

2. COVID-19 Update

Mr. Field reported that operations are working well. We have a few customers that are behind on bill payment, but we are not shutting off accounts right now. The numbers are not excessive, and the customer service representatives have been calling customers to get delinquent accounts caught up. We are advising customers to pay now instead of having a large bill when the emergency is over.

Most customer service work is being done from home, with incoming calls being forwarded to the customer service representatives at home.

We have implemented a wellness survey that each employee must fill out and submit daily, even if working from home. The survey covers questions regarding fever, exposure, symptoms, etc.

The drive thru will be closed through May 8th and we do not foresee the lobby opening during the month of May. Once everyone returns to work, employees will be kept separate and crews will alternate start times. We may bring employees back in-house next week but keep the drive thru closed until the published open date of May 8th. Personal protective equipment (PPE) has been in short supply but we are starting to get those supplies in. Obtaining masks is our biggest challenge right now; we plan to require employees wear a mask if working together. If an employee gets sick, other employees will have to be quarantined.

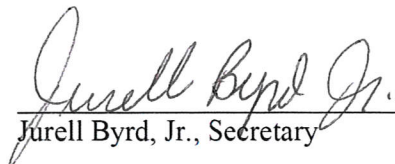
Mr. Field also discussed Lake Rabon. The fishing pier poses an issue with congregation and if it is closed, people move to the bank to fish. Therefore, when the governor opened lakes back up, we made the decision to open the boat ramp only. May 18th may be the day to open for trails only, along with one restroom. The playgrounds and shelters will be closed until at least June.

ADJOURN

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

There being no further business the Commission adjourned at 10:05am.

I certify that the above Minutes accurately reflect the business conducted at the Commission meeting on April 28, 2020 and that the minutes were approved at the meeting held May 26, 2020.


Jurell Byrd, Jr., Secretary