



**Laurens County Water and Sewer Commission**

**Board of Commissioners Meeting  
June 28 , 2022**

**Minutes**

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

**COMMISSIONERS ABSENT:** Dime Hollingsworth

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

**ATTORNEY:** None

**PRESS:** Clinton Chronicle

**GUESTS:** None

**Call to Order**

**Invocation**

**Approval of May 24, 2022, Minutes**

**Chairman Remarks**

**Executive Director Remarks**

**LCWSC Monthly Financial Summary**

**LCWSC Monthly Operations Summary**

### **New Business**

1. Public Hearing for Proposed FY 2023 Budget
2. Approval of Proposed FY2023 Budget

### **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 Laurens CPW

### **Old Business**

1. Lake Greenwood Water Treatment Facility Update

### **Other Business**

1. Discussion on Proposed update to Drought Response Plan
2. Discussion on Proposed General Obligation Bond Projects

### **Adjourn**

### **CALL TO ORDER**

Chairman Davenport called the meeting to order at 8:16 am in the Training Rooms of the Laurens County Water and Sewer Commission.

Invocation given by Commissioner Curry.

### **APPROVAL OF MINUTES**

Chairman Davenport asked if there were any additions or corrections to the May 24, 2022, minutes, as submitted to the Commissioners. None being submitted.

Commissioner Byrd MOVED *that the minutes are accepted as submitted.* MOTION SECONDED by Commissioner Young. MOTION CARRIED. AYES, 6; NAYS, 0

### **CHAIRMAN REMARKS**

Chairman Davenport thanked everyone in attendance to include Vic MacDonald, Editor of the Clinton Chronicle. He thanked, Mr. Field and the LCWSC Directors for their tireless dedication, and attention to detail while preparing the FY23 budget.

## **EXECUTIVE DIRECTOR REMARKS**

Mr. Field also thanked everyone in attendance. Additionally, he expressed his appreciation to each Director for their care and accuracy in developing each departmental 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, 2022, LCWSC had a total of \$7,736,956 in cash for operating and reserve funds as compared to \$9,662,236 at this time in FY21. As of May 31, 2022, LCWSC is awaiting a CPST reimbursement of \$3,000 and an EDA reimbursement of \$377,849. On June 22, 2022, LCWSC received reimbursement from EDA in the amount \$361,728, the request was made on March 8, 2022. The balance of the EDA reimbursement will remain outstanding until the Milam Road project is complete. Including all reimbursements due, LCWSC would have a total cash balance of \$8,117,805.

Mr. Field discussed the highlights for Water Distribution, Wastewater, Lake Rabon, and the Town of Gray Court. He also supplied the percentage breakdown for operating revenue, operating expenses, capital revenue, and capital expenses by department as well as the overall combined percentage for each.

Mr. Field noted that LCWSC has received \$5,319,698 in contributed capital grants during FY22. Year to date paid line extensions for FY22 total \$157,530 from customers or developers. The year-to-date line extensions include Rest Road, Phillips Lane, Clyde Road, Herman Road, Jerome Bailey Road, Twin Branch Road, Hunter Industrial Park Road, Robin Drive, Jackson Road, and Michaela Street.

Mr. Field stated that LCWSC's planned projects may come in over budget due to the fact that cost estimates and funding applications were submitted approximately two years prior to the current change in the economy and the supply chain. The current market increase is between 30%- 40%.

## **LCWSC MONTHLY OPERATIONS SUMMARY**

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

Mr. Field noted that the average gallons per day per active residential tap for the month of May 2022 was 133. On average for the year, each customer uses 134 gallons per day. Mr. Field shared the precipitation graph noting that May 2022 precipitation was 3.06 inches, which is 0.46 inches above that of May 2021 and 0.18 inches below the norm for the month of May. The precipitation data is a county average derived from rain gauges at Lake Rabon, Bush River Wastewater Treatment Plant, Bethany Tank, and the Clinton Pump Station.

Mr. Field reviewed the work order summary for the current month reporting that thirty-five new water taps and seven new sewer taps were installed in the month of May 2022. A total of 497 water taps and seventy-two sewer taps have been installed in FY22. Mr. Field presented a map indicating the distribution of all new taps installed throughout the county in FY22. He added, there is an equal distribution of services throughout the county.

Mr. Mattison discussed water purchased and the water audit. The water audit compares the water purchased to the water sold, water audited, and water unaccounted. The formula used is a rolling 12-month average for unaccounted water loss; the current month data is added as the one-year-old data is removed. For the month of May 2022, the unaccounted total is 15,379,254 gallons. The monthly goal for unaccounted water is *less than* 19,500,000 gallons.

Mr. Mattison also shared the information regarding line leak work orders for the month of May 2022. There were eight main line leak work orders closed; all repairs were completed within two weeks. There were fourteen lateral line leak work orders closed; twelve were repaired within two weeks, one was repaired within two to four weeks, and one was repaired later than four weeks.

Mr. Griffin gave an update for the line extension projects. He stated that line projects are steady at this time. Currently, in progress is the Hunter Industrial Park Road project; the new line water samples passed all testing per DHEC standards, the fire hydrant and connecting to the vault will be complete within two weeks.

Upcoming projects are Robin Drive, Michaela Street, and Jackson Road.

## **NEW BUSINESS**

### **1. Public Hearing for Proposed FY 2023 Budget**

Commissioner Chairman Davenport opened the meeting to the public asking if there were any comments. There were no public comments brought forward.

Mr. Field thanked the Budget Committee members for their hard work in preparing the FY23 budget, Chairman Davenport, Commissioner Curry, and Commissioner McMurray. Mr. Field thanked Ms. Medlock for keeping everyone on schedule throughout the planning of the budget. Additionally, he thanked each Director for their dedication in preparing and managing the departmental budgets annually.

Chairman Davenport closed the public hearing.

### **2. Approval of Proposed FY2023 Budget**

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

The Budget Committee members, Commissioner Ted Davenport, Commissioner Curry, and Commissioner McMurray approved the following budget, on May 19, 2022.

#### **Budget Summary:**

- Total Budget is \$15,668,767
  - Operating Income increased \$301,383 or 2.41%
  - Operating Expenses increased \$320,100 or 3.65%
  - Capital Income and Expenses increased \$1,201,448 or 22.33%
  - Capital Reserve Fund Usage increased \$688,350 or 88.94% to fund construction projects
- Administration Fee Allocation Change:
  - Increased Collection System Administration Fee from 12.5% to 18%
  - Decreased Lake Rabon Administration Fee from 5% to 2%
  - Decreased Water Distribution Administration Fee from 62.5% to 60%
- Payroll and Benefits decreased \$29,135 or 0.76%:
  - Removed the Water Treatment Facility payroll and benefits due to contracting with Clear Water Solutions, LLC for water treatment operations,
  - 1% increase in the Employer's South Carolina Retirement System contribution,
  - 18.1% increase for the State Health Insurance Plan starting in January 2023,



- Load factors change from 1.000 to 1.352 for the State Health Insurance Plan starting in January 2023, and
  - LCWSC moved from a small employer (fewer than 100 covered lives) to a medium employer (100 to 500 covered lives)
- various merit increases for employees.
- Water Purchase decreased by \$488,062 or 18.61%:
  - Decrease of \$827,821 in water purchase from other providers
    - Purchasing from the City of Clinton only for Hwy 56
    - Decrease in monthly average purchased from Greenville Water
  - Increase of \$339,759 in the water purchase from the Lake Greenwood Water Treatment Facility – FY22 was for ten months and FY23 is for the full year
- Overall, O&M expenses increased \$849,670 or 49.85% due to a full year of operating the Water Treatment Facility and the rising costs of parts and fuel
- Capital Reserve Fund Usage increased \$688,350 to a total of \$1,462,328
  - Clinton Joanna Wastewater Treatment: \$745,893
    - To cover sludge handling construction project expenses
    - To cover Hwy 56 / 76 local match
  - Collection System: \$187,302
    - To cover LCWSC's match for ISO Parkway / Fibertex Pump Station upgrade
  - Lake Rabon: \$17,500
    - To cover expenses not included in CPW rate
  - Water Distribution System: \$511,633
    - To cover the price increases of the Hickory Tavern Tank project – cost exceeds the approved capital project sales tax funds
- Overall, Debt Service decreased \$52,934 or 1.78% due to decrease in debt service payments for 2016 Bonds

Commissioner Byrd MOVED *to approve the FY 2023 Budget as presented* . MOTION SECONDED by Commissioner Curry. MOTION CARRIED. AYES, 6; NAYS, 0

### ***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 Laurens Commission of Public Works**

Commissioner O'Dell MOVED that the Board of Commissioners *enter into Executive Session at 9:49 am*. MOTION SECONDED by Commissioner Young. MOTION CARRIED. AYES, 6; NAYS, 0

Commissioner Curry MOVED that the Board of Commissioners *return to Regular Session at 10:34am*. MOTION SECONDED by Commissioner McMurray. MOTION CARRIED. AYES, 6; NAYS,

## **BUSINESS AFTER RETURNING TO REGULAR SESSION**

### **1. Contractual Matter related to Laurens Commission of Public Works**

#### **Memorandum of Understanding**

Mr. Field presented the proposed Memorandum of Understanding (MOU) between Laurens County Water and Sewer Commission and Laurens Commission of Public Works.

The MOU provided business terms for both a new Raw Water Agreement and a wholesale sewer service Intergovernmental Agreement (IGA). The business terms were agreed to by both the City of Laurens CPW and LCWSC during a mediation process held on June 8, 2022.

Commissioner O'Dell MOVED *to approve the proposed Memorandum of Understanding between Laurens County Water and Sewer Commission and Laurens Commission of Public Works*. MOTION SECONDED by Commissioner Byrd. MOTION CARRIED. AYES, 6; NAYS, 0

### **2. Contractual Matter related to Laurens Commission of Public Works**

#### **Third Amendment to Raw Water Supply Contract**

Mr. Field presented the Third Amendment to Raw Water Supply Contract with Laurens Commission of Public Works explaining that the contract will amend Raw Water Supply Contract term date to July 29, 2022.

The initial contract had a term of forty years, being executed on December 14, 1981, expiring on December 14, 2021. A second amendment was executed on November 23, 2021, extending the contract term to June 30, 2022. The latest amendment extends the contract end date to July 29, 2022.

Commissioner Byrd MOVED *to approve the Third Amendment to Raw Water Supply Contract with Laurens Commission of Public Works*. MOTION SECONDED by Commissioner Young. MOTION CARRIED. AYES, 6; NAYS, 0

## **OLD BUSINESS**

### **1. Lake Greenwood Water Treatment Facility Update**

Mr. Price provided an update on the Lake Greenwood Water Treatment Facility.

The tracer study has been completed and was successful; the tracer study is needed to receive final approval from DHEC. Tracer studies are used to measure the time that a given volume of water is retained in a tank to ensure LCWSC receives appropriate credit for disinfectant contact time (CT Credit).

The ozone system is working extremely well and is highly effective.

The rate that phosphate is being fed into the system has been adjusted; the system is set-up to pace off flow from the high service pumps.

The newest operator will begin next week. Having contract operators is working very well due to there being a large volume of operators to pull from when needed if someone is out.

Mr. Price noted that the disinfectant change from free chlorine to chloramine, a long-lasting disinfectant will begin the week of July 25, 2022. Laurens County Water and Sewer Commission (LCWSC) has updated the website with detailed information related to the disinfectant change.

Beginning on June 22, 2022, and ending on July 20, 2022, a Notice to the Public will be printed in The Clinton Chronicle and The Laurens County Advertiser. The notice is also posted on the LCWSC Facebook and Instagram pages as well on the golaurens.com, goclinton.com, and The Buzz websites.

Ms. Nelson has contacted all local hospitals and dialysis centers to confirm that they are prepared for the change in disinfectant.

### **OTHER BUSINESS**

#### **1. Discussion on Proposed update to Drought Response Plan**

Mr. Price stated that an update to the current Drought Response Plan is needed to represent the operational system of the Lake Greenwood Water Treatment Facility. After completion Mr. Price will forward the document to the Department of Natural Resources (DNR) to receive a notification of compliance. Mr. Price will notify the Board of Commissioners once the notification of compliance is received.

#### **2. Discussion on Proposed General Obligation Bond Projects**

Mr. Field shared discussed and shared a presentation giving an overview of the proposed General Obligation (GO) Bond to present in the Fall 2022 to fund improvements in the LCWSC water and sewer system. The current GO Bond retires in March 2023.

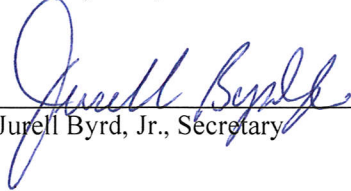
LCWSC would like to issue a General Obligation Bond in the Fall of 2022. Renewing the GO Bond in the Fall 2022 rather than waiting until the Spring or Fall 2023 reduces the risk of interest rate increases. LCWSC anticipates being able to issue the 2022 GO Bond **without** a millage increase. These infrastructure improvements increase water and sewer capacity in Laurens County in areas that are prone to development, thus increase overall tax revenue to fund other County services.

### **ADJOURN**

Commissioner Byrd **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 11:50 am.

I certify that the above Minutes accurately reflect the business conducted at the Commission meeting on June 28, 2022, also that the minutes were approved at the meeting held on July 26, 2022.

  
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Jurell Byrd, Jr., Secretary