



**LAURENS COUNTY WATER AND SEWER COMMISSION**

Board of Commissioners Meeting

June 25, 2024

**MINUTES**

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**COMMISSIONERS PRESENT:**

Dime Hollingsworth (County Council District I)  
Philip O'Dell (County Council District II)  
Jurell Byrd, Secretary (County Council District III)  
Bill Teague, Vice Chairman (County Council District IV)  
Susan Curry, Treasurer (County Council District V)  
Lumus Byrd, Jr. (County Council District VI)  
Ted Davenport, Chairman (County Council District VII)

**COMMISSIONERS ABSENT:**

Jimmy Young (Municipal)

**STAFF PRESENT:**

Jeff Field, Executive Director  
Steve Griffin, Construction Manager  
Damas Mattison, Regulatory Compliance & Operations Manager  
Wendy Medlock, Director of Finance  
Angie Nelson, Director of Administration & Customer Service  
Mary-Wallace Riley, Executive Administrative Assistant

**ATTORNEY:**

Absent

**PRESS:**

The Clinton Chronicle

**GUESTS:**

None

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**CALL TO ORDER**

Chairman Davenport called the meeting to order at 8:17 a.m. in the Laurens County Water and Sewer Commission's training rooms.

**INVOCATION**

Delivered by Commissioner Curry.

**CHAIRMAN REMARKS**

Chairman Davenport welcomed everyone and expressed that it would be an interesting day as the budget would be reviewed and voted on for the new fiscal year. Chairman Davenport welcomed and

expressed his appreciation for Mr. McDonald from The Clinton Chronicle and expressed his condolences to Jimmy Young and family in the death of his wife Susan.

### **EXECUTIVE DIRECTOR REMARKS**

Mr. Field welcomed everyone and echoed Chairman Davenport's condolences for Mr. Young and his family. He also reported the successful de-obligation of a portion of the Revenue Bond funds voted via resolution at the special called June 17, 2024, meeting. This means LCWSC will be able to close on USDA loan prior to end of June and lock in at the reduce interest rate.

### **APPROVAL OF MINUTES**

Chairman Davenport asked if there were any additions or corrections to the May 28, 2024, minutes as submitted to the Commissioners. None were submitted.

Commissioner Hollingsworth **MOVED** *that the May 28, 2024, minutes be approved as submitted.* **MOTION SECONDED** by Commissioner J. Byrd, Jr. **MOTION CARRIED.** AYES, 6; NAYS, 0.

Chairman Davenport asked if there were any additions or corrections to the June 17, 2024, Special Called Meeting minutes as submitted to the Commissioners. None were submitted.

Commissioner L. Byrd, Jr. **MOVED** *that the June 17, 2024, minutes be approved as submitted.* **MOTION SECONDED** by Commissioner Curry. **MOTION CARRIED.** AYES, 6; NAYS, 0.

### **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, 2024, LCWSC had a total of \$7,708,620 in cash for operating and reserve funds as compared to \$8,173,986 this time in FY23. As of May 31, 2024, LCWSC was awaiting an EDA reimbursement of \$252,158, which will be outstanding until the project is completed. This means the total cash balance would be \$7,960,778.

Mr. Field discussed the highlights for Water Distribution and Treatment, Wastewater Treatment, Wastewater Collection, 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 and the overall combined percentage for each.

Mr. Field noted that as of May 2024, LCWSC had received \$600,834 in contributed capital grants for Wastewater Treatment, \$3,293,303 for Wastewater Collection, and \$3,055 for Water Distribution. Thus far, in FY24, a total of \$3,897,192 has been received in contributed capital grants.

The total number of paid line extensions for FY24 totals \$98,720 from customers, developers, or industries that are not grant-funded. Paid year-to-date line extensions include Creekfield Road, Porter Road, Egret Lane, Ben Lanford Road, Lyons Drive, Brissy Rock Road, Zig Zag Drive, Barksdale Road, Patterson Plant Road, Robin Drive, Catfish Cove Road, and Woodbine Road.

## **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 (GPD) per active residential tap for May 2024 was 135 GPD. On average, each customer uses 134 GPD over a 12-month period.

Mr. Field shared the precipitation graph, noting that in May FY24, the rainfall was 5.41 inches, which is 3.31 inches above that of May FY23, 2.35 inches above that of May FY22, and 2.17 inches above the norm for May. This data is a county average derived from rain gauges at Brighton Meadows, Bush River Wastewater Treatment Plant, Clinton Pump Station, and Lake Rabon.

Mr. Field reviewed the work order summary, reporting that thirty-nine new water taps, and nineteen new sewer taps were installed in May 2024. During FY24, 416 water taps and 223 sewer taps were installed. Mr. Field presented a map indicating the distribution of all new taps installed throughout the county.

Mr. Mattison discussed water purchase and shared the water audit report. The report captures the rolling average water audit in gallons for the system, which includes revenue (sold), non-revenue (unaccounted), and non-revenue authorized consumption (audited) versus the amount purchased. The rolling twelve-month average for non-revenue (unaccounted) water is 17,548,747 gallons, which is an increase of 1,940,123 gallons from the previous average. The monthly goal for non-revenue (unaccounted) water is less than 19,500,000 gallons.

In May 2024, there were fourteen main line leak work orders; ten were repaired within two weeks, one in two to four weeks, and three later than four weeks. There were nine lateral line leak work orders: seven were repaired within two weeks and two repaired within two to four weeks. As of May 2024, there were no active service line leaks, and two active main line leaks open over two weeks old.

Mr. Field provided an update on the Lake Greenwood Water Treatment Facility, stating that it continues to operate well. In May 2024, the facility pumped 75.431 MG of raw water and treated 65.067 MG. He also reported that we are moving the Operations and Management of the facility in house beginning July 1, 2024, and have already hired four operators.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **1. Public Hearing for Proposed FY 2025 Budget**

Chairman Davenport opened the meeting to the public at 9:03 a.m. and asked if there were any comments. There were no public comments brought forward.

Chairman Davenport closed the public hearing at 9:04 a.m.

## 2. Approval of Proposed FY2025 Budget

Mrs. Medlock discussed in detail the budgets for Administration, Wastewater Treatment, Wastewater Collection, Lake Rabon, Water Distribution, and Water Treatment.

The budget was approved by the Budget Committee, comprised of Ted Davenport, Susan Curry, and Dime Hollingsworth, on May 29, 2024.

### Budget Summary:

- Total Budget is \$19,521,318
  - Operating Income increased \$826,667 or 5.99%
  - Operating Expenses increased \$714,397 or 7.08%
  - Capital Income and Expenses increased \$1,290,193 or 17.36%
  - Net Capital Reserve Fund decreased \$454,346 or 30.83%
  
- Administration Fee Allocation Change:
  - Increased Wastewater Treatment System Administration fee from 19.0% to 19.5%
  - Increased Wastewater Collection System Administration fee from 19.0% to 19.5%
  - Decreased Water Distribution Administration Fee from 59% to 58%
  
- Payroll and Benefits increased \$953,608 or 22.68%:
  - Employer 401(k) contribution
  - 11.8% increase for the State Health Insurance Plan starting in January 2025
  - Load factor change from 1.000 to 1.005 for the State Health Insurance Plan starting in January 2025 due to claim history
  - Six (6) new LCWSC employees in Water Treatment System, and
    - Water Production Manager
    - Water Treatment Operators - four (4)
    - Water Treatment Trainee
  - Various merit increases for employees.
  
- Water Purchase increased by \$362,855 or 15.8%:
  - Increase of \$145,243 in water purchase from other providers
    - Slight adjustment in City of Clinton water purchase to reflect increased monthly averages
    - Increase in monthly average purchased from Greenville Water
  - Increase of \$217,612 in the water provided from the Lake Greenwood Water Treatment Facility
    - No contributed capital in FY25
    - Increase of \$81,146 in total operating expenses
    - Increase of \$124,556 in short-term
    - Decrease of \$28,090 in long-term assets

- Overall, O&M expenses decreased \$614,430 or 22% due to no longer contract operating the Water Treatment Facility
- Net Capital Reserve Fund usage was \$1,019,549 for a decrease of \$454,346
  - Wastewater Treatment System: \$405,774 used
    - To cover sludge handling project expenses
    - To cover Clinton Area Sewer Improvements project expenses
  - Wastewater Collection System: \$381,720 saved
  - Lake Rabon: \$10,000 used
    - To cover expenses not included in CPW rate
  - Water Distribution System: \$985,495 used
    - To cover SCIP grant match for the Hospital Area Water System Improvement project
    - To cover building and grounds project
- Overall, Debt Service decreased \$55,126 or 1.9%:
  - Decrease in debt service payment for 2016 Bonds
  - Increase in debt service payment for 2017 Bonds
  - Decrease in debt service payment for 2024 Bonds (Metric Road)
    - Reduced borrowing from \$3 million to \$1.308 million at 2.75%
- Wastewater Collection Capacity Fee Increase
  - Proposed Wastewater Collection Capacity Fee increase from \$500 to \$750
- Proposed Adjustment to Late Penalty Fees
  - Late fee will continue to be 10% of balance owed but no less than \$4.00
- Second year of 5-year Water Rate Plan
  - Residential/Small Non-Residential Volume Rate and Base Charge (Water Tier 1)
    - Average annual rate increase is 2.7%
    - Average increase in the customer bill is \$1.15 per month
  - Large Non-Residential/Fire Line Volume Rate and Base Charge (Water Tier 2)
    - Average annual rate increase is 2.3%
    - Average increase in the customer bill is \$19.05 per month

Commissioner J. Byrd, Jr. **MOVED** that the Board of Commissioners *Approve the Proposed FY 2025 Budget*. **MOTION SECONDED** by Commissioner Hollingsworth. **MOTION CARRIED**. AYES, 6; NAYS, 0.

### **3. Approval of Proposed Wastewater Collection Capacity Fee Increase**

Commissioner L. Byrd, Jr. **MOVED** that the Board of Commissioners *Approve the Proposed Wastewater Collection Capacity Fee Increase*. **MOTION SECONDED** by Commissioner Curry. **MOTION CARRIED**. AYES, 6; NAYS, 0.

#### 4. Approval of Proposed Adjustment to Late Penalty Fees

Commissioner Curry **MOVED** that the Board of Commissioners *Approve the Proposed Adjustment to Late Penalty Fees*. **MOTION SECONDED** by Commissioner L. Byrd, Jr. **MOTION CARRIED**. AYES, 6; NAYS, 0.

#### EXECUTIVE SESSION

None

#### OTHER BUSINESS


Ms. Nelson noted that the Board of Commissioners approved the Credit Card Convenience Fee Policy in August 2013. This policy approved LCWSC to pass the full merchant service fee to the customer. However, LCWSC has only recently passed along a 2% fee to customers paying \$7,600 or more with a debit / credit card. Effective July 1, 2024, LCWSC will pass along a 3% fee to customers paying \$2,500 or more with a debit / credit card.

#### ADJOURN

Commissioner L. Byrd, Jr. **MOVED** to *adjourn the Board of Commissioners meeting*. **MOTION SECONDED** by Commissioner Hollingsworth. **MOTION CARRIED**. AYES, 6; NAYS, 0.

There being no further business, the Commission meeting adjourned at 10:56 a.m.

I certify that the above Minutes accurately reflect the business conducted at the Commission meeting on June 25, 2024, and that the minutes were approved at the July 23, 2024, meeting.

  
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Jurell Byrd, Jr., Secretary