

JOINT MUNICIPAL WATER AND SEWER COMMISSION

MINUTES

February 14, 2024

The Joint Municipal Water and Sewer Commission held its Wednesday, February 14, 2024, meeting at the Commission office at 5:30 PM.

MEMBERS IN ATTENDANCE

Steve MacDougall, Chairman - Town of Lexington
Joseph Hardee, Vice-Chairman - Gilbert-Summit Rural Water District
Troy Bivens, Town of Gaston
Bobby Keisler, County of Lexington
Viola McDaniel, Town of Swansea
Tem Miles, City of West Columbia
Bobby Porter, Town of South Congaree
Juston Ricard, Town of Springdale
Lancer Shull, Town of Batesburg-Leesville
Frank Shumpert, Town of Pelion

OTHERS IN ATTENDANCE

Jay Nicholson, General Manager	Gene House, Operations Manager
Stephanie Morton, Clerk to Commission	Guy Schmoltze, Engineering & Const.
Ashton Blocker, Finance	Melinda Lee, Operations
Barry Leaphart, Operations	Anthony Self, Engineering
Madeline Zimmerman, Finance	Brittany Harmon, Finance
Emily Luther, Parker Poe	Bill Hancock, The Brittingham Group

The Chairman called the meeting to order.

The Chairman confirmed the media had been notified.

Chairman MacDougall addressed item three (3) regarding consideration of minutes from the 1/10/24 meeting. Mr. Bobby Porter made the motion to accept the minutes as submitted. Mr. Bobby Keisler seconded the motion and it passed unanimously.

The Chairman addressed item four (4) Red Flag Rules update. Ms. Stephanie Morton gave an update to the board stating that there had been no major incidents, all the Commissions controls are in place, and there are no recommended changes.

Chairman MacDougall addressed item five (5) Consideration to Approve Resolution(s) to Close State Revolving Fund (SRF) Loans. Mr. Nicholson stated that the resolutions were attached to the agenda packet for review. One resolution 2024A Drinking Water Fund approving the borrowing of not exceeding Twenty Million Dollars (\$20,000,000). The second resolution 2024B Old Orangeburg approving the borrowing of not exceeding Four Million Five Hundred Thousand Dollars (\$4,500,000). Mr. Tem Miles made the motion to accept the resolutions as submitted. Mr. Joseph Hardee seconded the motion and it passed unanimously.

The Chairman addressed item six (6) FYE 2023 ACFR presentation. Mr. Bill Hancock gave a presentation to the board and highlighted some items in the ACFR. Mr. Biff Blocker also gave a presentation to the board. Mr. Jay Nicholson thanked the Finance staff for all their hard work.

Chairman MacDougall addressed item seven (7) Executive Report. Mr. Jay Nicholson presented an informal report to the board. A full copy of the report is attached as an addendum to the minutes.

The Chairman addressed item eight (8) Executive Session regarding PFAS Litigation update, North Fork Commerce Park, and GM/CEO Evaluation. Mr. Tem Miles made the motion to go into Executive Session. Mr. Juston Ricard seconded the motion and the motion passed unanimously.

Coming out of Executive Session the Chairman stated that the only motion made during Executive Session was the motion to adjourn. The Chairman stated that Mr. Lancer Shull made the motion to adjourn, and Mr. Juston Ricard seconded the motion, and it was unanimous.

Chairman MacDougall addressed item nine (9) regarding possible action in follow up to Executive Session. Mr. Joseph Hardee made the motion to give Mr. Jay Nicholson authority to execute the MOU with the North Fork Commerce Park. Mr. Bobby Keisler seconded the motion and the motion passed unanimously. Mr. Tem Miles made the motion to authorize the salary and compensation adjustment for Mr. Jay Nicholson as discussed in Executive Session. Mr. Bobby Keisler seconded the motion and the motion passed unanimously.

The Chairman addressed item ten (10) regarding announcements. Mr. Jay Nicholson stated that there may not be a need to meet in March. If so, the next meeting will be scheduled for April 10, 2024. Mr. Nicholson stated that Mr. Anthony Self was nominated for 1st Vice Chair for the Capital District. Melinda Lee was awarded the Administrative Professional of the Year. Madeline Zimmerman completed the 2023 Leadership Lexington County.

As there was no other business, the Chairman adjourned the meeting. The meeting adjourned at 7:26pm.



PROGRESS THROUGH COOPERATION

Executive Report

January 10 – February 14, 2024

Legislative/Regulatory Update



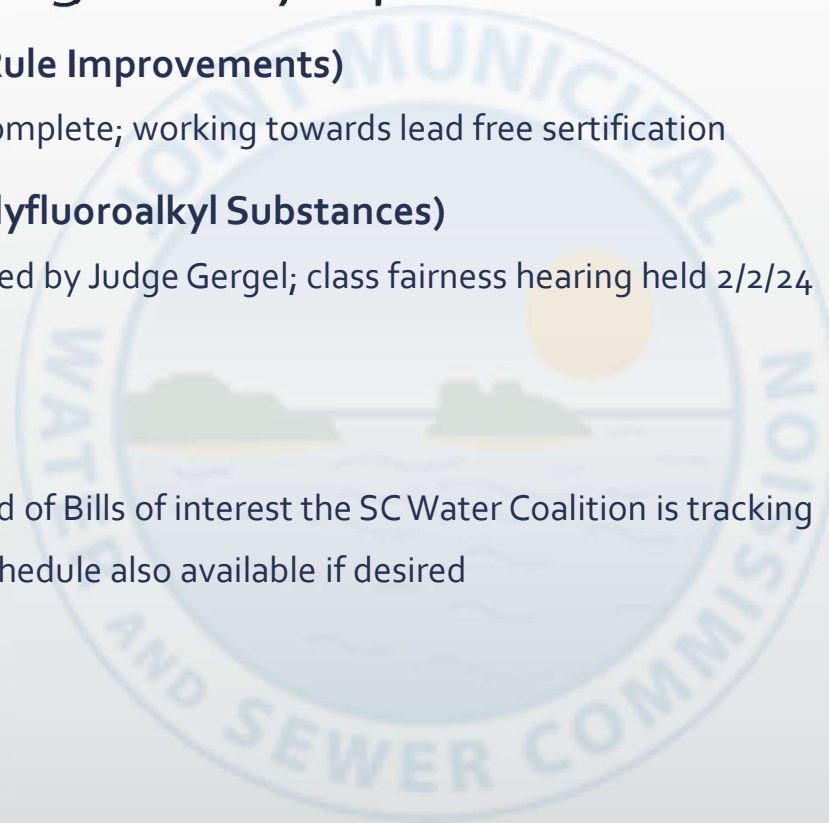
- **Batesburg-Leesville project**
 - Pre Construction meeting held

- **Swansea**
 - Contracts submitted for approval
 - Met with new administrator (Christine Keefer) to discuss project



Legislative/Regulatory Update

- **LCRI (Lead and Copper Rule Improvements)**
 - Service Line Inventory complete; working towards lead free certification
- **PFOA/PFOS (Per and Polyfluoroalkyl Substances)**
 - Opt-back-in date extended by Judge Gergel; class fairness hearing held 2/2/24
- **SC Government**
 - See separate list provided of Bills of interest the SC Water Coalition is tracking
 - This week's legislative schedule also available if desired



Professional Engagement

- **Conferences/Meetings**
 - WEASC Capital District meeting held at ToL 1/18/2024
- **Saluda River Basin Council & WUC**
 - Meets next week
 - Growth modeling continues
- **South Carolina Environmental Conference March 10-13**



Workforce

- **Training and Education**

- WEASC District meeting held in January; several ops staff took advantage
- EAP and Fire Extinguisher Training help for Ops Staff
- Electrical Safety Training scheduled for later this month

- **Staffing**

- **Operations**

- Tech/Operator position(s) – one filled, one open

- **Engineering**

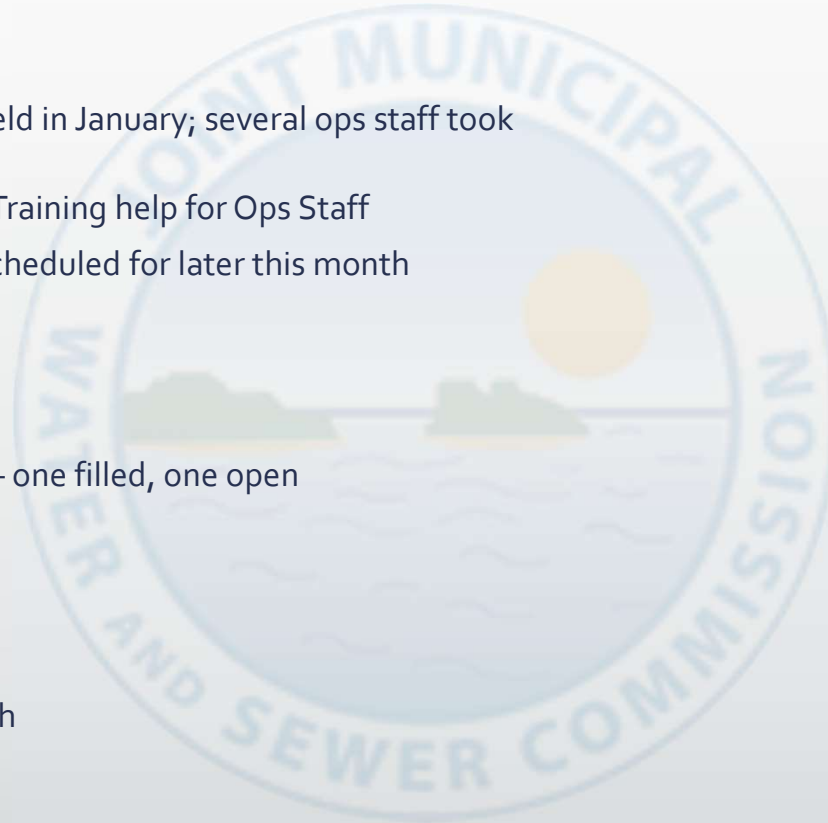
- Full staff

- **Customer Service**

- CSR position starts in March

- **Finance**

- Fine tuning job description



Operations

- **Tank Maintenance**

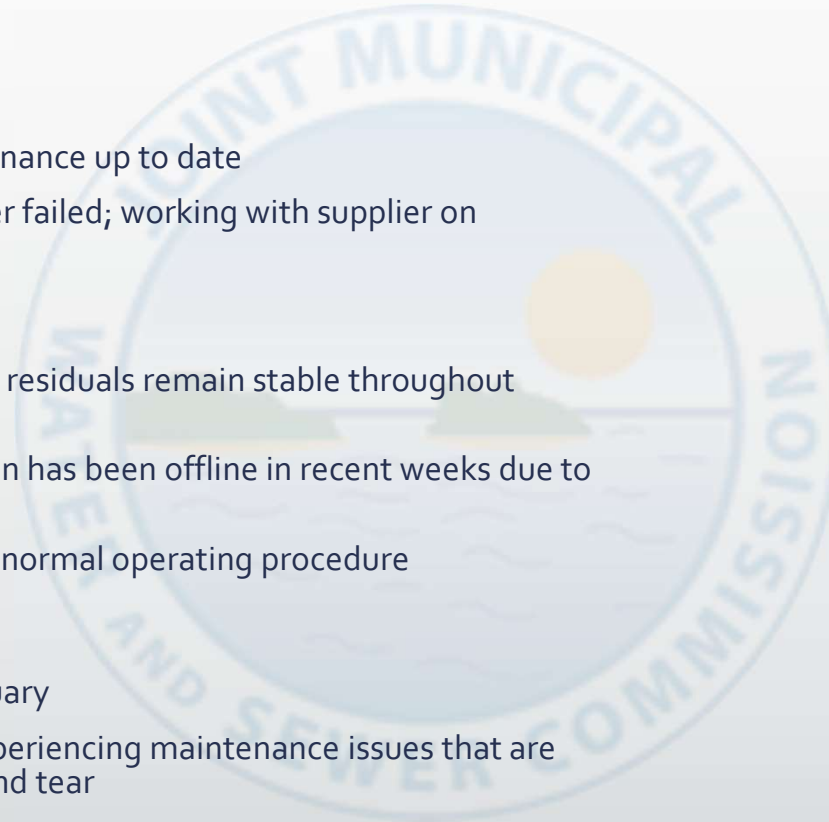
- All inspections and maintenance up to date
- South Congaree Tank mixer failed; working with supplier on warranty

- **Water Quality**

- Water quality and chlorine residuals remain stable throughout distribution system
- Chloramine Booster Station has been offline in recent weeks due to NH₃ pump failure
- Flushing in several area as normal operating procedure

- **Sewer Collections**

- No SSOs to report for January
- Several lift stations are experiencing maintenance issues that are considered normal wear and tear



Engineering & Construction

- **Technology – GIS/CMMS/IT**

- CMMS – CityWorks; building program related tasks
- RFQ for AMI assistance to be advertised likely FYE24

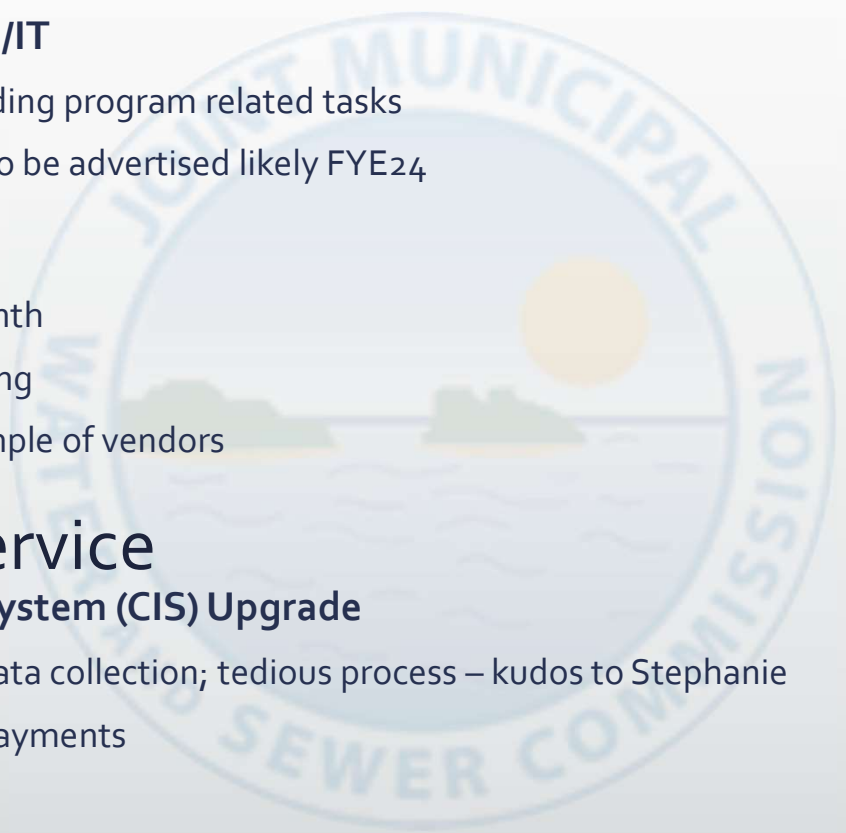
Finance

- ACFR presented this month
- Investments remain strong
- ACH rollout on small sample of vendors

Customer Service

- **Customer Information System (CIS) Upgrade**

- SpryPoint training and data collection; tedious process – kudos to Stephanie
- Lockbox launch for bill payments



Capital Improvements Program

▪ Water Projects

- Phase two of water plant transmission main; installation completed; testing main
- Pelion Water Main Replacement Project installation completed; working on closeout
- Black Jack Oak Lane; we have requested additional information prior to reimbursement
- Muddy Springs Water Main Extension; have not received information for reimbursement
- B-L Project; Pre Construction held; anticipate construction to begin this summer
- Fort's Ridge subdivision (Pelion) to extend main along Lydia Dr for improved flows; project has been permitted for construction
- Calico Farms; working with project engineers on long term water plan in this area
- Working with GMC on water main improvements at the Platt Springs Tank
- Working with Hazen on Updating the 20 year Master Plan

Capital Improvements Program

▪ Sewer Projects

- Old Orangeburg Sewer Upgrades (CDBG) gravity portion; filed NOT with County
- Old Orangeburg/Platt Springs Sewer Upgrades (SRF); Wiley Easton has begun work
- Platt Springs Crossing project; LAD has begun on the offsite portion of this project
- Lexington Hills Lift Station rehab; working with Frazier Engineering (Cha) and Hazen; pre ordering some materials (pumps/valves)
- Two Notch Lift Station #2 rehabilitation; waiting on some information prior to closeout
- Bluefield Pump Station; Shady Grove and McMahan Bros have begun on station and force main
- Calico Farms project; conceptual design phase (sewer routing and pump station)
- Highfill Engineering has begun design on force main upgrade along Bluefield Rd

JMWSC at a Glance	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	FY23 Growth	Previous YTD	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	FY24 Growth	Previous YTD
	Customer Data																
Water customers	19,473	19,499	19,560	19,622	19,677	19,699	3.14%	2.89%	19,725	19,771	19,813	19,908	19,987	20,092	20,127	2.23%	1.95%
Sewer customers	6,259	6,284	6,295	6,328	6,381	6,385	7.64%	4.99%	6,392	6,400	6,421	6,468	6,522	6,629	6,652	4.44%	5.51%
New water only	9	5	53	30	8	13	195	250	9	33	29	47	36	4	31	189	86
New water/sewer	9	19	8	44	39	13	378	266	4	4	31	40	62	84	11	236	255
Total new customers	18	24	61	74	47	26	573	516	13	37	60	87	98	88	42	425	341
Start accounts	222	184		207	160	268			224	256	170	209	140	156	239		
Close accounts	42	36		44	52	50			99	74	58	54	34	45	50		
Meters read (AMR)	19,084	19,433	19,539	19,646	19,824	19,907			19,798	19,943	19,958	20,019	20,135	20,114	20,308		
Meters unread (AMR)	639	331	246	205	89	65			195	78	100	80	58	159	79		
Disconnected/nonpmt	201	162	98	103	117	170				124	118	137	skipped	skipped	139		
Remain disconnected	34	18	15	14	14	17				16	17	30	n/a	n/a	33		
Water quality complaints																	
Taste/odor/color	0	2		0	1	2			1	1	0	0	0	0	6		
Pressure	1	3		1	3	3			1	5	1	0	0	0	1		
Total	1	5		1	4	5			2	6	1	0	0	0	7		
Flow Data (MGD)																	
Water avg daily flows	*4.71	4.69	5.36	6.22	*7.4	8.39			9.02	9.20	8.20	7.80	6.02	5.35	5.46		
previous year	4.17	4.36	4.62	5.64	7.21	9.19			7.87	8.10	7.85	6.54	5.08	5.25	*4.71		
Sewer avg daily (combined)	1.429	1.467	4.431	1.513	1.44	1.42			1.52	1.49	1.52	1.42	1.46	1.52	1.52		
previous year	1.37	1.367	1.329	1.365	1.35	1.34			1.42	1.38		1.37	1.377	1.395	1.429		
Current projects																	
Residential	41	41		35		37				37	35	38		37	39	Res lots	
Commercial	23	27		21		17				21	24	24		24	24	water	sewer
JMWSC	9	9		9		8				8	8	8		9	9	2,740	1,918
Total projects	73	77		65		62			66	67	70		70	72			
Locates received	1297	1191	1173	1088	1181	1041			1041	898	972	1099	859	707	907		
Locates marked	860	755	784	693	803	609			567	539	596	714	584	447	590		
Total LF marked	67,830	65,690	54,954	52,690	67,310	54,925			57,630	58,815	59,385	55,225	48,910	38,780	45,210		

Revenues/Expenses thru dec 2023	Actual	Budget	% Budget
Operating Revenues*	13,767,812	22,468,387	61%
Operating Expenses*	5,578,313	13,697,178	41%

*Direct operating revenues/expenses only. Does not include debt service and depreciation information.



PROGRESS THROUGH COOPERATION