

WATER AND SEWER COMMITTEE MINUTES
Thursday, July 21, 2016, 8:30 AM
Water & Sewer Department Office

1. Call to Order & Freedom of Information Requirements

The Freedom of Information Requirements having been met, the meeting was called to order at 8:30 AM. Those present were Committee Members Mark Howard and Susan Middaugh (Chair) and Staff Members Greg Gress, Andy Benke and Jason Blanton. Bachman Smith was absent due to a schedule conflict.

2. Approval of Minutes from W&S Committee Meeting on June 23, 2016

The minutes were approved, pending the addition of a statement reflecting the opposition of the Facility Manager, Greg Gress, to the action taken by the W&S Committee in allowing a 5 foot setback, instead of the required 10 foot setback, from the Town water line for Poe Park. Susan Middaugh will make this correction and circulate the corrected minutes for final approval.

3. SRF Loan Application for Phase II: On track, waiting for packet from SRF needed to finalize the loan/bond.

4. FEMA grant: update

FEMA has agreed to the Town's request to provide the required Jurisdictional Determination by the Army Corps of Engineers after the grant award instead of making it a prerequisite of the award. At present, the FEMA Grant has not cleared the Historic and Environmental review section. Greg Gress has been provided the contact information for the SC State Historical Preservation Office to see about completion of this section.

5. Review of FY17 Planning & Pending Items:

Items Currently in Progress

- a. Rate Study: This should be completed in August.
- b. CWS contract revisions: There is a conference call with Town staff, Raftelis consultant and Attorney Sheedy to discuss the Town's water rates charged by CWS under the terms of our contract.
- c. Poe Ave (Hennessy to Palmetto) Sewer line relocations: Greg Gress is meeting today with the four homeowners who are being impacted by the sewer line improvement in the easement located between their properties. This is the fourth such meeting to answer all questions and gain approval of a defined easement

although the Town has full authority, as written in their deeds, to conduct this utility work.

- d. Water pumping station fencing and site improvements: Work has commenced and should be completed in August. This includes vegetation and tree removal as needed, removal of an old concrete clarifier and installation of an 8 ft. wood, shadowbox fence with landscaping as needed after installation.
- e. W&S billing software replacement: Bids are being obtained by the Town.

Items to be Considered in FY2017, Starting with the August Meeting.

- f. Revision of Appeals Policy and Procedures: This will be the next item the W&S Committee will take up, starting with the August 25, 2016 meeting. Mr. Gress will email to Committee members Section 20-12 of the Ordinances that describe the current policy.
- g. Update of Private Sewer Lateral Policy relevant to I&I Phase II: After item f. above is completed, this will be the next item to be taken up by the Committee. Mr. Gress is updating information on Lateral Policy based on leak-free certification programs from a conference he attended in Atlanta.
- h. Development of a Cost Recovery Program: Third in line will be consideration of a CRP and a future Asset Management Plan. This is an on-going and long-term process. Mr. Gress will provide an outline of the overall process, review the current status of the CRP and suggest the next steps to be taken.

Items to be Considered as FEMA funding and other financial considerations are known.

- i. ASR: Aquifer Storage and Recovery: Funding will be needed for a feasibility study to determine whether ASR is viable using Town's existing deep well. If so, this would provide extensive water storage for back-up emergency use.
- j. Pre-Disaster Mitigation Grant for submersible pumps: Funding will be needed for the engineering study that is required to develop a FEMA grant application to provide 75% funding for replacing and flood-proofing the Town's five aging sewer line pumps.

6. Communications / Additional Items from WWTF Manager, Greg Gress

Manda Poletti emailed a revised plan for Poe Park with 5 ft. setbacks from the Town water line and 5 ft. setbacks from the lateral water line to one of two houses served by this line. The drawing also shows the location of proposed playground equipment. The remaining problems are: (1) the submitted drawing does not show the location of the DOT 18" storm water pipeline or the location of the lateral water line that runs to the second house served by this line and (2) the drawing is not based on a formal survey as

previously requested, showing property pins and the Town property lines and DOT ROWs. Greg provided the W&S Committee with a copy of the Poletti sketch with the approximate location of the storm water pipeline and the second water line. The chair will communicate with Manda Poletti and request the remaining information.

Mr. Gress also updated the committee on maintenance and repair of the two clarifiers and gear boxes and plans to work on 100 ft. of water main at Sta. 10.

- 7. Next W&S Committee meeting will be Thursday, August 25, 2016, at 8:30 AM.**
- 8. Adjournment** at 9:40 AM on a motion by Mark Howard, second by Susan Middaugh and unanimous approval 2/0.