

## **WATER AND SEWER COMMITTEE MINUTES**

**Thursday, August 25, 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, Bachman Smith and Susan Middaugh (Chair) and Staff Members Greg Gress and Jason Blanton.

### **2. FEMA Grant update**

Officials from FEMA and SC State Government who are involved with review of the Town's Hazard Mitigation Grant application to retrofit and upgrade the Waste Water Treatment Facility have agreed to meet with Town Staff, the project engineer and Council representatives as soon as a meeting date can be determined. The focus of the meeting will be to reach a clear understanding on the remaining steps to complete the review process and optimize a favorable outcome.

### **3. SRF Loan Application for Phase II update**

Additional paperwork has been requested, including bid information related to inclusion of Poe Ave work.

### **4. Poe Avenue sewer line replacement update**

#### **a. Hennessey to Palmetto/Sta 13:**

The proposed work in this area was discussed. The committee members supported proceeding with the required sewer line work under the easement terms for utility work as currently stated in the property deeds. Mitigation will be limited to (1) seeding (hydroseed) the site upon completion of the work and (2) a fence along the property line, to straddle the sewer line, if agreement among homeowners can be obtained for a common design that meets Town code.

A letter will be sent to homeowners with a projected start date, tentatively in January, 2017. This notice will provide time for the homeowners to remove, at their own expense, any Palmettos or other vegetation in the demarcated easement corridor that they wish to transplant elsewhere prior to the start date.

#### **b. Citadel to Sta 17: No anticipated problems for this area.**

#### **c. Funding:**

Funding for the majority of the Poe Avenue sewer line replacement was initially included in the SRF Loan, approximately 200K. However, only 60K can be

funded from this source due to SC State requirements. \$132K will need to be covered from Town sources. For this reason, the work in **a. and b. above** will be postponed until the funding situation for Town Capital Projects can be considered.

**5. Fencing for Water Utility Site**

The anticipated design suggestions offered by Herlong and Parker had not been received as of this meeting. This will be considered when received. A recommendation will be made to Council as soon as possible.

**6. Revision of Appeals Policy and Procedures.** To be discussed on 9-29-2016.

**7. Communications / Additional Items from WWTF Manager, Greg Gress**

- a. Rate Study Report will be presented by the consultant on 9-29-2016.
- b. CWS contract revisions. The consultants recommend a change in capital charges in accordance with the current contract. A letter to CWS will be drafted.

**8. Next W&S Committee meeting will be Thursday, September 29, 2016, at 8:30 AM.**

**NOTE:** This is a change from the previous Sept. 22 date.

**9. Adjourn:** The Committee adjourned at 10:00 AM on a motion by Bachman Smith, second by Mark Howard, passed unanimously 3/0.

**Pending Items (to be considered in future meetings)**

- a. Rate Study – in progress
- b. CWS contract revisions – in progress
- c. W&S billing software replacement - in progress
- d. Private Sewer Lateral I&I Reduction Policy update
- e. Development of a Cost Recovery Program
- f. ASR: Aquifer Storage and Recovery
- g. Pre-Disaster Mitigation Grant for submersible pumps