

**TOWN OF SULLIVAN'S ISLAND**  
**WATER AND SEWER COMMITTEE OF COUNCIL**  
**MEETING MINUTES**  
**Thursday, April 26, 2018**  
**8:45 a.m.**

**1. Call to Order & Freedom of Information Act Requirements:**

The Water and Sewer Committee of Council met at 8:45 a.m. on Thursday, April 26, 2018 at Town Hall, all requirements of the Freedom of Information Act having been satisfied. Present were Council Committee members Mark Howard, Rita Langley and Bachman Smith, IV (Chair). Staff members present were Andy Benke, Greg Gress, Jason Blanton and Courtney Liles. There were no members of the public or media present.

Chair Smith called the meeting to order at 8:47 a.m., and stated the press and public were duly notified pursuant to State Law.

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

Sallie Pritchard, a resident at 2830 Middle Street, had concerns regarding her elevated water bills. She stated she thought she had a faulty water meter. Greg Gress and his staff members went on site and tested the water meter using the five (5) gallon bucket test. The results came back normal; therefore, the water meter was correct in testing the usage. The resident declined to witness the test.

**3. Discussions/Motions:**

- a. Approval of Minutes- **Motion was made by Councilmember Howard, seconded by Councilmember Langley, to approve the Water and Sewer Committee Minutes from March 22, 2018, carried unanimously.**
- b. Poe Avenue/Citadel Street sewer line replacement- the original sewer line in this area is from 1951. The life-cycle for a sewer line is roughly fifty (50) years. The original design for this sewer line replacement project started in 2013. The plan is to remove the Poe Avenue sewer line that runs through properties from Palmetto Street to Hennessy Street and replace and relocate the sewer line to the right-of-way on Poe Avenue down to Station 14 and Middle Street.

Mayor O'Neil, Town Administrator Andy Benke, Town Attorney Larry Dodds, Water and Sewer Manager Greg Gress and Water and Sewer Committee Chair Bachman Smith IV met with residents who had concerns regarding a current un-specified easement where the sewer line runs. Those property addresses are: 1421 Middle Street, 1423 Middle Street, 1427 Middle Street and 1424 Poe Avenue. Since the entire system is gravity-fed,

there is a section of pipe that needs to be re-angled. In order for this work to be done, removal of trees and a number of other items along the property lines on that block is necessary.

The Town is crafting language for a written agreement between the property addresses 1421 Middle Street, 1423 Middle Street, 1427 Middle Street and 1424 Poe Avenue and the Town regarding the easement and to address the buffer loss due to tree cutting. It will not be necessary for the homeowners to sign said agreement. 1423 Middle Street has an outdoor fireplace in the easement on their property. The Town has generously explored options such as moving the existing fireplace to the other side of the property, building a new one using the existing bricks, or obtaining a quote to build a new fireplace that the homeowners choose. A decision has not yet been made.

A few of the items that will be listed on the agreement includes but is not limited to:

- Defining the currently un-defined easement which will be roughly twenty (20) feet wide for the length of two or three of those properties. All of the trees within the newly defined easement will be clear cut and will have to remain as such.
- Re-sod that area. The Town will not perform any maintenance after the sodding. That will be up the homeowners.
- Offer to erect a privacy fence that will be between five (5) and six (6) feet and will run no more than the length of the property lines between the affected properties. Against Town regulations, the fence will be constructed within the easement, but it is specifically being constructed to act as a buffer between the properties. Maintenance and up-keep including replacement will be the homeowners' responsibility. The Town may remove the fence at any time in order to service the new sewer line.
- Offer to replace trees outside of the easement, on private property that will serve as a buffer between properties. The Town's Zoning Administrator/Arborist Joe Henderson is willing to speak to the four homeowners individually and recommend species for the buffer area only. Once they have a plan, it will be presented to the Town's Tree Commission. The Tree Commission will then recommend the plan to Town Council who will have final say on how much tree fund money will be spent on this work.

The land disturbance permit, OCRM permit and the SCDOT encroachment permit have all been applied for. Since the Town is replacing an existing line, this project is considered to be maintenance. Therefore, the Town has not applied for a DHEC construction permit. The SCDOT had a number of comments regarding the permit. On the corner of Middle Street and Hennessy Street, there is a man-hole that the Town has to tie-into. They want the Town to jack and bore this area, rather than cutting the road. The Town will need to tie-into another man-hole on Palmetto Street and add an additional man-hole, and they do not want that. On Poe Avenue, where the Town plans to replace the sewer line, driveways will need to be cut. In the past, when the Town



needs to cut a driveway, they patch it back with what was originally used (asphalt, concrete, but not decorative concrete). They want the Town to replace the asphalt or concrete from the edge of the pavement all the way to the property line. The Town is in the process of working through said comments. The approved SCDOT encroachment permit from 2013 for this project is currently null due to the new requirements. Once the permits are in hand, the Town can then move forward with clearing the land and then acquiring bids for the project.

- c. Greg Gress provided the preliminary Water and Sewer FY 2019 budget to the Committee and Staff and reviewed information/answered questions. The rates for an average customer using 6,000 gallons/month, the water is increasing by \$0.41 and the sewer is increasing by \$3.87 for a total of \$4.28 per month. First Reading for the FY2019 budget is scheduled for May 7, 2018.
- d. Comply with Codification Review suggestions as to water shut-offs due to unpaid bills. (on hold until after the Poe Avenue/Citadel Street sewer line replacement and budget season)

**4. Review of Active and Pending Projects:**

The current status of active and pending projects (a. through l. below) was reviewed. The items with an asterisk are potential sources of additional revenue.

- a. Wastewater Treatment Plant Retrofit- Design Phase
- b. CWS Contract Revisions\*
- c. Station 17 Water Utility Site & CWS Pumping Station\*
- d. Rate Study & Cost Recovery Program\*
- e. I&I Phase II
- f. Private Sewer Lateral Policy for I&I Reduction
- g. Pre-Disaster Mitigation Grant for Submersible Pumps
- h. ASR: Aquifer Storage and Recovery

5. **The next Water and Sewer Committee Meeting is scheduled for:** Thursday, May 24, 2018, 8:45 a.m. at Sullivan's Island Town Hall. All future Water and Sewer Committee Meetings will begin at 8:45 a.m. until further notice.

**6. Adjournment:**

**Motion was made by Councilmember Langley, seconded by Councilmember Howard, to adjourn at 9:53 a.m., carried unanimously.**

Respectfully submitted,



Courtney Liles