

**EDGEFIELD COUNTY WATER & SEWER AUTHORITY
BOARD MEETING MINUTES**

The February Regular Board of Directors Meeting of Edgefield County Water and Sewer Authority was held on February 25, 2019 starting at 5:30 p.m. at 100 Waterworks Rd., Edgefield, SC (ECWSA Administrative Building). No individual or organization requested a copy of the Agenda. Notice of this Board of Directors Meeting was posted in the Administration Office 4 weeks prior to meeting and the Agenda was posted February 20, 2019.

CALL TO ORDER: Kennamer, 5:30 p.m.

INVOCATION: Timmerman

MEMBERS PRESENT: Johnson, Creswell, Kennamer, Timmerman, Williams, Clark and Kitchens.

MEMBERS ABSENT: None

STAFF PRESENT: Administrator Hare, Business Manager Carroway

GUEST PRESENT: None

AGENDA: A motion was made by Johnson to approve the February 25, 2019 Agenda. Second by Timmerman. Vote unanimous to approve the amended agenda.

MINUTES: A motion was made by Johnson to approve the January 28, 2019 Minutes. Second by Timmerman. Vote unanimous.

PUBLIC COMMENT: No comments from the public and no one present from the public.

FINANCIAL STATEMENT: Administrator Hare discussed the Financial Statement ending January 21, 2019. Budget should be at 58.33%, Revenues are 59.01%, and Expenses are at 58.82%. Water Sales were consistent in January with previous years, while sewer sales were up slightly. Expenses for January 2019 were up as compared to 2018 due to an extra payroll in January. Administrator Hare also explained that the sewer payment to the City of North Augusta, although accrued to the proper month, actually came out twice in January (December & January payments), causing a further decrease in the operating account.

REPORTS:

John Hare, Administrator covered the following items during the report section:

- The Brooks St. WWTF Upgrade is progressing slowly due to the rain. The Authority has spoken with the RIA representatives about an extension, and this does not appear to be an issue because of the amount of rain.
- The date for the May Board meeting is Memorial Day, May 27, 2019 at 5:30pm. During the January 2019 Board meeting, the Board decided to hold the May meeting on May 21, 2019 at 5:30pm. However, scheduling conflicts have arisen since the last meeting. The May meeting will now be held on May 30, 2019 at 5:30 p.m.

BUSINESS:

A. ECWSA WASTEWATER SYSTEM MASTER PLAN

Administrator Hare presented to the Board a proposal for a Scope of Service from AECOM to perform a study that will result in a Wastewater System Master Plan for the Authority. The cost of this plan is not to exceed the amount of \$75,000.

**SEWER SYSTEM PLANNING STUDY for
EDGEFIELD COUNTY
WATER AND SEWER AUTHORITY**

**SCOPE OF SERVICES
February 18, 2019**



The Edgefield County Water and Sewer Authority (ECWSA) has requested a proposal from AECOM to evaluate operational options to address the probable loss of revenue from Saluda County Water and Sewer Authority's (SCWSA) decision to construct a wastewater treatment plant. Preliminary options include the following:

- Diverting all or a portion of the flow in the regional system through the service area of Breezy Hill Water and Sewer Company (BHWSC) to the Aiken County Public Service Authority (ACPSA) pump station at Sage Mill for more favorable rates;
- Reversing flow in the regional sewer system to send flow to the proposed SCWSA wastewater treatment facility; or
- Sending all or a portion of the regional sewer flow to the Brooks Street WWTP.

Implementation of these options will require capital investment for a combination of both new and upgraded infrastructure.

As part of this study, AECOM will also evaluate the cost to provide sewer to the lower reaches of ECWSA's service areas where development is planned and water service already exists. We will use a 20 year planning period to project population and associated sewer requirements. The following is a brief description of the tasks that will be completed for this project.

Task 1. Project Initiation

Within four weeks of receiving a notice to proceed, AECOM will coordinate and conduct an initial workshop style kickoff meeting with ECWSA staff. The purpose of the meeting will be to review the project scope and confirm or revise project goals as needed. Initial sewer system, GIS database and existing engineering study information will also be collected as part of this task.

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At least one week before the meeting, AECOM will prepare and submit a data request and proposed meeting agenda to ECWSA. Following the meeting, AECOM will prepare meeting minutes for distribution to the project team.

Task 2. Estimate Future Wastewater Flows

Data sources to be used for estimating population growth over the next twenty (20) years will include (but not be limited to):

- 2010 Census data for the defined current and future service areas obtainable from the South Carolina Office of Research and Statistical Services. The data will include population and demographic data.
- Municipal and County zoning maps and land use plans to determine existing and future land use plans and build out estimates.
- Commercial and industrial growth projections from the South Carolina Department of Commerce and Edgefield County Economic Development.
- GIS data available from the County (i.e., parcel data, street centerlines, etc.).
- Projections based on Fort Gordon's Cyber Command expansion.

Utilizing the information obtained, AECOM will compile the following:

- Existing Conditions
 - Residential population for the existing service area.
 - Existing daily flows for the existing service area.
- Future Conditions
 - Residential population for the existing service area and future service area.
 - Future flow projections based upon population estimates, land use plans, available acreage, expected build out, population densities, and planned commercial and industrial growth.
 - System growth projections per Census tract based upon a review of historic growth patterns as well as published population projections.
 - Meet with the County Assessor to evaluate relative growth rates and patterns within the County. Overall County-wide growth rates for projections will be adjusted as low, average or high based upon information received from the Assessor and other project stakeholders. This effort will help to simulate potential spatial distribution of growth within the County.

Twenty year future flow projections will be compiled with incremental growth for every five years. System growth projections will be based upon a review of historic growth patterns as well as published population projections. The growth projections and resultant future flows provided will assist in identifying short term (0 – 5 years), intermediate (5 – 10 years) and long-term (> 10 years) wastewater needs.

Following completion of the flow projections, a meeting will be scheduled with ECWSA to review the findings and receive comments.

Task 3. Evaluation of Wastewater Treatment Options

The following options for discharge and treatment are proposed for evaluation.

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Option 1- Treatment at Brooks Street WWTP: Without additional improvements, the current upgrade underway at the Brooks Street WWTP will allow the facility to treat the flow from the federal prison. However, sewer line and pump station improvements will be required to divert the flow from the regional system and send it to Brooks Street WWTP. This study will identify the needed improvements, provide an estimated construction cost and project the savings based on removing this flow from the regional system and providing treatment at Brooks Street. This has been a goal for ECWSA and a major reason for the current upgrade project at Brooks Street. Therefore, this work will be considered a key part of the other options that will be evaluated in this study.

Option 2 – Continued Discharge through North Augusta: AECOM will evaluate the capital and operational cost associated with continued treatment at the Horse Creek WWTF through ECWSA’s existing agreement with the City of North Augusta. This evaluation will include the loss of revenue and wastewater flow from SCWSA as well as the increase in charges from ACPSA. In addition, the evaluation will include the reduction in flow from the federal prison per Option 1 above

Option 3 – New Discharge through Breezy Hill: AECOM will evaluate the capital and operational costs for continued treatment at the Horse Creek WWTF through a potential agreement with Breezy Hill. This evaluation will include required modifications to the collection system in order to utilize the ACPSA pump station in the Breezy Hill service area. In addition, the evaluation will include the reduction in flow from the federal prison per Option 1 above.

Option 4 – Treatment by SCWSA: AECOM will evaluate the option of sending wastewater flow currently being treated by the Horse Creek WWTF to the new SCWSA WWTP for treatment. This evaluation will include required modifications to the collection system in order to enter the SCWSA collection system. In addition, the evaluation will include treating flow from the federal prison per Option 1 above.

A twenty year present worth analysis will be conducted for each treatment option.

Task 4. Evaluation of Collection System Improvements

Based upon the findings from Tasks 2 and 3, additions or upgrades to existing collection system infrastructure will be recommended to handle the spatial and temporal distribution of future wastewater flows as well as potential collection system route changes due to treatment changes. These recommendations will be developed for the each of the options considered feasible in Task 3.

AECOM will prepare an opinion of the probable cost for the wastewater collection facilities, including construction costs, contingencies, and other related items. AECOM will also develop cost estimates for the rehabilitation of portions of the existing collection system based upon documentation from ECWSA.

Task 5. Financial Evaluation

AECOM will develop a Capital Improvements Plan outlining the proposed projects in addition to probable costs and timeframes for funding requirements, which will assist ECWSA with budgeting and financial planning. AECOM will review current wastewater rates and projected costs and provide recommendations on potential rate increases as well as potential impact fees for future customers in order to fund proposed projects.

Task 6. Prepare and Submit Wastewater Planning Study

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AECOM shall prepare a *draft* Wastewater Planning Study describing the potential wastewater collection and treatment options. These options will include preliminary probable costs as well as recommendations which will be submitted to ECWSA for review. The Study will also provide recommendations with preliminary probable costs for short term, intermediate and long term projects including the rehabilitation projects defined by ECWSA.

Within two weeks of submitting the *draft* Wastewater Planning Study, AECOM will meet with ECWSA staff to review and discuss the Study. Based upon the discussions and comments received during the review meeting, modifications will be made, and a *final* Wastewater Planning Study will be prepared and issued to ECWSA.

Following submittal and acceptance of the final report for the Wastewater Planning Study, AECOM will coordinate with ECWSA staff for preparation of a presentation to the ECWSA Board to discuss the findings from the Wastewater Planning Study.

Fee: AECOM will prepare the Planning Study on a time and materials basis with a not to exceed fee of \$75,000.

This Agreement is accepted by Edgefield County Water and Sewer Authority this ____ day of _____, 2019.

By: _____

Title: _____

A motion was made by Kitchens to approve the \$75,000 to begin the Master Plan. Second by Williams. No discussion. Vote unanimous.

EXECUTIVE SESSION – A motion was made by Johnson to enter into Executive Session to discuss a legal matter and an economic development matter. Second by Timmerman. No action was taken.

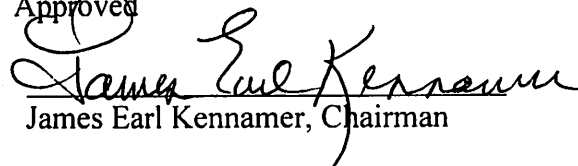
Motion was made by Creswell to adjourn.

Second by Clark

Time: 6:33 p.m., February 26, 2019

Vote Unanimous

Approved


James Earl Kennamer, Chairman