

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

*The March Regular Board of Directors Meeting of Edgefield County Water and Sewer Authority was held on March 23, 2020 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 March 19, 2020.*

**CALL TO ORDER:** Kenamer, 5:30 p.m.

**INVOCATION:** Creswell

**MEMBERS PRESENT:** Johnson, Clark, Creswell, Kenamer, and Kitchens.

**MEMBERS ABSENT:** Williams, Timmerman

**STAFF PRESENT:** Administrator Hare, Business Manager Carroway

**GUEST PRESENT:** None

**AGENDA:** A motion was made by Johnson to approve the, March 23, 2020 Agenda. Second by Clark. Vote unanimous to approve the agenda.

**MINUTES:** A motion was made by Johnson to approve the February 24, 2020 Minutes. Second by Clark. 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 February 29, 2020. Budget should be at 66.67%, Revenues are 72.02%, and Expenses are at 64.69%. Administrator Hare gave a brief review of Revenue and Expenses as compared to February 2019 and January 2020.

**REPORTS:**

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

- Administrator Hare gave a brief update on the status of on-going Authority projects, including the Wastewater System Master Plan, which will be discussed during the Business section. The Murrah Rd. Force main is nearing completion, and the Stephens Rd. Force Main will soon begin construction. However the status of permitting will be in flux due to the COVID-19 epidemic.
- Administrator Hare also shared the status of developments on the Authority's system. Currently there are 12 development projects in different stages that the Authority is regulating. No new developments were added or permitted during the last month.

**BUSINESS:**

**A. WASTEWATER SYSTEM MASTER PLAN**

Administrator Hare presented the Executive Summary from the recently completed Wastewater System Master Plan. The purpose of the plan was to examine the new residential growth on the lower end of the System, the impact of SCWSA potentially withdrawing from the Regional Sewer System, and the need for adjustments to the sewer rates the Authority charges. Administrator Hare reviewed the Executive Summary in detail and also presented to the Board a full copy of the study. The study recommends that the Authority do the following:

- Based on the 20-year present worth analysis summarized in Table 4.8, not making any changes to the system is the least favorable alternative. This is because the projected loss of net revenue from SCWSA is approximately \$1,150,000 annually. This is the annual income received from SCWSA less the associated fees ECWSA pays to North Augusta to treat the flow from SCWSA. While ECWSA does have pumping and maintenance cost associated with transporting flow from SCWSA through the RSS, the majority of this income has supplemented other customers in the form of lower rates.
- Implementation of Alternative 2 which includes a new force main to carry the wastewater flow from the federal prison to the Brooks Street WWTP and away from the RSS at a capital cost of approximately \$1.67M will provide an annual savings of approximately \$310,000. The capital cost recovery schedule should be approximately 6 years.
- Although Alternative 4 (routing flow to Breezy Hill) has the lowest 20-year present worth value, it has significantly higher capital investment. While the 20-year present worth is only approximately \$370,000 less than Alternative 2, there are numerous assumptions included in the calculations regarding future flows, rate increases and the initial cost to arrange financing approximately \$5M for the required capital improvements.
- It is recommended that ECWSA review the SCDHEC flow inventory for Brooks Street WWTP. There are deletions, changes and updates that are needed in order for the flow inventory to represent actual wastewater flows to the facility. These should be presented to SCDHEC with a formal request to update the inventory.
- With the loss of revenue from SCWSA projected to begin in 2023, it is recommended that a 9 percent annual sewer rate increase be implemented now and continue for an estimated period of six consecutive years or as required. This rate can be reviewed annually and adjusted based on SCWSA's progress, actual growth in the service area and on any other changes to the assumptions used to calculate this increase.

- It is recommended that ECWSA move forward with installing the new force main to route the federal prison flow to the Brooks Street WWTP as soon as possible to begin recognizing the savings associated with lower treatment cost at the Brooks Street WWTP as compared to the RSS.
- Recommend moving forward with construction on the Murrah Road and Stephens Road projects to serve the new developments and expand the customer base. This is currently under construction.
- Apply for an RIA grant to rehabilitate the gravity sewer in Pine Ridge to reduce the infiltration of ground water and inflow of storm water.
- Conduct an inflow and infiltration study of the gravity sewer system serving Brooks Street WWTP to identify and prioritize the rehabilitation efforts. Based on this study, develop a plan to begin to clean and reline the sewer lines to reduce the severity of high flows associated with rain events.

Chairman Kennamer asked Administrator Hare if anything needed approval from the Board at this time on the presented plan. Hare replied that he did not. Action items that required little to no capital investment from the Authority were already moving forward, while the Murrah Rd. and Stephens Rd. force mains are already approved. Each item as it is planned for and prepared will be brought before the Board for approval. Administrator Hare asked that the Board take the full study home, read it, and email or call him with any questions. A full discussion will be held at the next scheduled Board meeting.

## **B. ECWSA COVID-19 PLANS**

Administrator Hare presented a brief review of ECWSA plans and preparations for Continuity of Operations for the Authority during the COVID-19 epidemic. The Authority has closed the lobby to the public and may close the drive through window in the near future. Other steps are being taken to disinfect payments, alter work hours to split personnel, and increased cleaning and disinfection of facilities and vehicles. The Authority is also working on an informal cross training program with the City of North Augusta, the City of Aiken, Breezy Hill Water, and SCWSA for water plant operators. This is a contingency plan in case of a quarantine situation at any one plant, other entities could possibly supply fill-in operators. No action required at this time.

**EXECUTIVE SESSION** – A motion was made by Johnson to enter into Executive session to discuss a Legal matter and an Employee matter. Second by Kitchens. Vote unanimous.

The Board exited Executive Session with no action taken.

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Motion was made by Clark to adjourn.  
Second by Kitchens  
Time: 6:50 p.m., March 23, 2020  
Vote Unanimous

Approved



James Earl Kennamer, Chairman