

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

The June Regular Board of Directors Meeting of Edgefield County Water and Sewer Authority was held on June 26, 2023, 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 June 22, 2023.

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

INVOCATION: Creswell

MEMBERS PRESENT: Kennamer, Johnson, Smith, Clark, Creswell, Washington

MEMBERS ABSENT: Kitchens

STAFF PRESENT: Administrator Hare, Business Manager Carroway, Zeb Ryan

GUEST PRESENT: None

AGENDA: A motion was made by Johnson to approve the June 26, 2023 Agenda. Second by Washington. Vote unanimous to approve the agenda.

MINUTES: A motion was made by Johnson to approve the May 22, 2023 Minutes. Second by Smith. Vote unanimous.

PUBLIC COMMENT/Public Hearing on FY 2024 Budget: No comments from the public on the FY 2024 Budget and no one present from the public.

FINANCIAL STATEMENT: After the reading of the bank balances, Administrator Hare discussed the Financial Statement ending May 31, 2023. Budget should be at 91.67%, Revenues are 100.04%, and Expenses are at 87.36%. Water & Sewer sales are up from last year.

REPORTS:

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

- Administrator Hare discussed the SCWSA bid opening for their upcoming WWTF.
- The September 2023 Board meeting will need to be rescheduled to from the 25th to the 18th due to conflict.

BUSINESS

A. FY2024 Budget Final Reading

Administrator Hare led the Board in a review of the FY2024 budget. Administrator Hare presented the final draft of the FY 2024 Budget with revenues and expenditures of \$11,600,367. No changes to the budget have been made since the second reading in May. Administrator Hare recommended adoption of the budget. A motion was made by Clark to accept the budget. Second by Washington. No further discussion. Vote unanimous.

Minutes of Board Meeting

June 26, 2023

Page 3

Effective as of July 1, 2023, Sections IV Classes and Charges for Water and Sewer Service, Section V Service Connections Fees and Other Fees, and Section VIII Rendering and Payment of Bills of the Water and Sewer User Rules and Regulations are hereby amended and when amended shall read as follows:

1. *Water Service Charge For All Classes*

<u>Meter Size</u>		<u>Meter Size</u>	
3/4"	\$19.30	3"	\$191.73
1"	\$32.02	4"	\$319.42
1-1/2"	\$63.84	6"	\$639.06
2"	\$102.19	8"	\$1022.53
		10"	\$1636.08

2. *Residential Water Rates*

First 8,000 Gallons	\$2.99 Per 1,000 Gallons
8,001-16,000 Gallons	\$3.83 Per 1,000 Gallons
16,001-24,000 Gallons	\$4.43 Per 1,000 Gallons
24,001-32,000 Gallons	\$4.95 Per 1,000 Gallons
Over 32,000 Gallons	\$5.47 Per 1,000 Gallons

3. *Commercial Water Rates*

First 100,000 Gallons	\$2.91 Per 1,000 Gallons
Over 100,000 Gallons	\$2.56 Per 1,000 Gallons

4. *Industrial Water Rates*

First 100,000 Gallons	\$2.28 Per 1,000 Gallons
Over 100,000 Gallons	\$1.99 Per 1,000 Gallons

B. Sewer Service

There are five (5) classes of sewer service: Residential, Commercial, Industrial, Prison, and Wholesale/Saluda County. Each sewer service will fit into one of the five classes and will be billed at the rate for that class. The sewer service charge will be charged to all customers and does not include a water-use allowance. Sewer rates will be charged on 100% of the amount of water metered each month with a cap of 12,000 gallons for residential customers.

1. *Sewer Service Charge For All Classes*

<u>Meter Size</u>		<u>Meter Size</u>	
3/4"	\$13.52	3"	\$135.04
1"	\$22.55	4"	\$224.97
1-1/2"	\$44.98	6"	\$450.12
2"	\$71.98	8"	\$720.20

2. *Residential Sewer Rate*
Flat Rate **\$4.77** Per 1,000 Gallons (12,000 Gallon Cap)
3. *Commercial Sewer Rate*
Flat Rate **\$4.77** Per 1,000 Gallons
4. *Industrial Sewer Rate*
Flat Rate **\$4.77** Per 1,000 Gallons
5. *Other Sewer Rates*
Flat Rate **\$6.38** Per 1,000 Gallons For State and Federal Prisons
(Based on 85% of water metered each month)

Flat Rate **\$4.50** Per 1,000 Gallons for Saluda County
(Based on amount of wastewater metered each month)

Monthly Charge **\$32.85** for Sewer Only Customers (No Water Service)

C. Temporary Services

1. Temporary services will be installed only for special services where the total time for use of the service is less than sixty (60) days. The user desiring such service will be required to pay the actual cost of the installation and the service will be billed in accordance with the water service and sewer service schedules above.
2. Water used from fire hydrants for other than fire protection shall be metered. The following rules will apply:
 - a. A permit fee of \$100.00, which provides service up to 30 days shall be paid before allowing water to be used.
 - b. After 30 days Rental Fee on meter = \$2.00 per day.
 - c. Water will be billed on a monthly basis at the rate of \$3.83 per 1,000 gallons
 - d. No water shall be used from the fire hydrants except for special community services as approved by the Board or Administrator, on an individual basis.

- e. Charge for filling a swimming pool up to size 40' x 20' will be \$250.00. Charge for filling larger sized pools will be determined by the Business Manager.
 - f. The proper hydrant wrench and hose threads shall be used.
 - g. Any damage to hydrant and/or meter will be charged to the responsible user.
 - h. Authority shall install and relocate hydrant meter and have final decision on location. Meter can only be relocated by Authority staff.
 - i. After Permit Fee is paid Authority to set meter within 48 hours during normal working hours.
 - j. There shall be a relocation fee of \$50.00 per meter if the customer requests the hydrant meter be moved. If the Authority moves the hydrant meter for Authority related reasons, (i.e. hydrant issues, flow issues, dirty water, etc.) there will be no charge.
3. Temporary services for house cleaning, one-time events, or other uses that are non-reoccurring (less than 3 times per year) shall be charged at a rate of \$25 per ten days.
- a. Any service that is needed more than described above shall be classified as permanent and shall be treated as a "normal" or "typical" connection.
 - b. Any usage in excess of 2,000 gallons shall be charged at \$2.99/1000 gallons.
 - c. Any variance from the above regulation will be at the sole discretion of the Business Manager or Administrator.

SECTION V SERVICE CONNECTIONS FEES AND "OTHER" FEES

A. Water Connection Fees

The Authority will not provide a free water tap. The Authority will install a service connection to the property line of the user. The service connections and meters are the property of the Authority and only duly authorized employees or agents of the Authority are to install and maintain them.

1. Tap Fees for Residential Customers

<u>Meter Size</u>	<u>Total Service</u>	<u>Meter Only</u>
3/4"	\$1,700.00	\$ 500.00

1"	\$2,000.00	\$ 600.00
2"	\$5,000.00	\$1,200.00

Charges for larger meters will be based on actual cost.

2. Tap Fees for Industrial/Commercial Customers where the Authority installs the tap, meter and all associated appurtenances.

<u>Meter Size</u>	<u>Total Service</u>
3/4"	\$1,700.00
1"	\$2,000.00
2"	\$5,000.00
3"	\$5,000.00 + cost of materials

<u>Meter Size</u>	<u>Total Service</u>
4"	\$5,000.00 + cost of materials
6"	\$10,000.00 + cost of materials
8"	\$16,000.00 + cost of materials

3. Tap Fees for Industrial/Commercial Customers where the Customers installs the tap, meter and all associated appurtenances.

<u>Meter Size</u>	<u>Tap Fee</u>
3/4"	No Fee
1"	No Fee
2"	No Fee
3"	No Fee
4"	No Fee
6"	No Fee
8"	No Fee

4. Tap Fees for Industrial/Commercial Customers where the Customer installs the tap, and all associated appurtenances, but purchases the meter from the Authority

<u>Meter Size</u>	<u>Tap Fee</u>
3/4 "	Actual Cost of Meter + \$100 processing fee
1 "	Actual Cost of Meter + \$100 processing fee
2 "	Actual Cost of Meter + \$100 processing fee
3 "	Actual Cost of Meter + \$100 processing fee
4 "	Actual Cost of Meter + \$100 processing fee
6 "	Actual Cost of Meter + \$100 processing fee
8 "	Actual Cost of Meter + \$100 processing fee

5. Charges for I/C meters larger than 8" will be based on actual cost and will be evaluated on a case by case basis.

6. Other Fees

Other fees to be charged as appropriate in accordance with this schedule and prevailing market conditions of supplies, contractors, and any other related costs. Water taps that involve special conditions such as removal of pavement, concrete sidewalks, and any other special or unique installation will be charged for the actual cost of installation.

Water meter will be placed at the property line of the user's property. The Authority will have the final decision as to the location. In areas of heavy traffic, congestion, and/or large services, the meter may be located on a user's property such that it would not be exposed to damage. Customers may be charged for damaged meters at the discretion of the Authority.

B. Edgefield/Johnston/Trenton Sewer Connection Fees

The Authority will not provide free sewer taps. The Authority will install a service connection to the property line of the user. The service connections are the property of the Authority and only duly authorized employees or agents of the Authority are to install and maintain them.

<u>Tap Size</u>	<u>Total Service</u>
4"	Actual Cost - not less than \$3,500.00
6"	Actual Cost - not less than \$4,000.00
8"	Actual Cost - not less than \$5,000.00

Sewer taps that involve special conditions such as removal of pavement, concrete sidewalks, and any other special or unique installation will be charged for the actual cost of installation. An inspection of the sewer connection by the County Inspector is required when the plumber has made his connection to the sewer service prior to backfilling.

C. Regional Sewer System Connection Fees

The Authority will not provide free sewer taps. The Authority will install a service connection (service force main) to the property line of the user. The service connections are the property of the Authority and only authorized agents of the Authority are to install and maintain them.

1. Tap Fee	Actual Cost
2. Other Fees	To be charged as appropriate in accordance with this schedule.

D. Fire Protection Service Fees

1. Installation of fire hydrant	Actual Cost
---------------------------------	-------------

E. No Impact Fees for Commercial, Industrial or Residential Customers within Service Area of Authority

F. Delegated Review Fees

1. Sewer System	
a. Charge for ECWSA	\$425.00
b. Charge for SCDHEC	<u>\$ 75.00</u>
Total	\$500.00

2. Aiken County Capacity Fee = \$564.60 per 1,000 gallons per day.

G. Security Deposits

1. Owner Deposit Water System	\$60.00
2. Owner Deposit Sewer System	\$40.00
3. Rental Deposit Water System	\$80.00
4. Rental Deposit Sewer System	\$40.00

Transfer of Deposit

1. Good Payment History – no more than 2 penalties in a 12-month period.
2. Must pay current bill and \$25.00 Administrative Fee.
3. No Deposit on account or less than 12-month history must pay new deposit.

Must show proof of ownership or must pay rental deposit.

H. Administrative Fee

1. Water and Sewer Systems	\$25.00
2. Meter Reading Recheck Fee	\$25.00
3. Meter Reset Fee	\$50.00

I. Sampling Fees

1. Bacteriological Test	\$100.00 each
-------------------------	---------------

J. Water Main Extension Fees

A. POLICY & FEES

This policy is intended only for extension of ECWSA water mains for potential residential users. Commercial, industrial, and other developers please refer to ECWSA's Development Policies.

1. Customers who wish to have ECWSA water mains extended to their property for service are subject to bear the entire cost of such extensions to their properties.
2. ECWSA will refund a portion of the engineering costs for the line extension, not to exceed \$5,000. **This refund will only occur if the extension is constructed and receives an approval to place into operation from SCDHEC.**
3. ECWSA will not charge a tap fee or set meter fee on the line extension, provided all materials have been installed for the tap, excluding the meter.
4. ECWSA will charge all appropriate security deposit fees.

B. RESPONSIBILITIES

This section will outline the responsibilities of each party, further referred to as the Customer (person wanting line extension) and ECWSA.

- J. Sewer will be adjusted at the discretion of Edgefield County Water & Sewer Authority based on information received on Leak Affidavit.
- K. Should a customer need additional time to pay the Authority for his/her portion of the “leak”, the Authority may grant up to one year as defined by the Water User Rules and Regulations.
- L. Leak Adjustment Policy will apply only to Residential Customers. Commercial and Industrial Customers leak adjustment requests shall be at the discretion of the Administrator.

SECTION XI CONTROL VALVES AND PRESSURE REDUCING VALVES

- A. The Authority will install a curb stop (valve) on its side of the water meter. This curb stop is for the use of the Authority. The user is not allowed to operate said curb stop.
- B. The user will be required to install a valve for his use within three (3) feet of the meter between the meter and building being served.
- C. Some areas served by the Authority will have high pressure; in these areas it is recommended by the Authority that a pressure-reducing valve be installed by the user. The Authority will not be responsible for installing, nor maintaining the pressure-reducing valve.

SECTION XII CROSS-CONNECTIONS

- A. A cross-connection is prohibited. A cross-connection is a connection of the Authority’s line to any private water system, any type processing equipment, etc., which if backflow occurs, would draw pollutants into the Authority’s line. Should a cross-connection be found, the Authority reserves the right to refuse service until it has been corrected.
- B. To eliminate cross-connections from a private water system, a physical disconnection of the private water system must be made at the time of connecting to the Authority’s system. The Authority may, at any reasonable time, make an inspection to enforce this
- C. Backflow protection devices must be approved, in writing, by the Authority prior to being installed.

D. Hydrant users must use an approved backflow device or air gap.

SECTION XIV DAMAGE TO PROPERTY OF USER

- A. The Authority is not liable for damages to user's property by water delivery through the user's facility.
- B. The Authority shall not be liable for damages to property caused by spigots, faucets, valve and other equipment that may be opened when water is turned on at the meter, either when turned on originally or when turned on after temporary shut down.
- C. Any complaints for damages to private property submitted to the Authority by customers will be thoroughly investigated by the Administrator and a written response to the finds will be given to the customer within fifteen (15) days. If findings by Administrator are not suitable, the customer may request to be put on agenda of a regularly scheduled Board Meeting.

SECTION XV DAMAGE TO AUTHORITY PROPERTY

Should damage occur to the Authority's meter and service connection by an act of the user or from hot water or steam from the user's premises, the Authority will render a bill for the repair of such damage. If a meter is damaged due to customer negligence, tampering, or any other reason not directly related to ECWSA's water supply or an Act of God, the customer can be held responsible for the cost of replacement. In addition:

“Section 6-13-1010. *It shall be unlawful for any person to willfully injure or destroy, or in any manner hurt, damage, tamper with, or impair the facilities of the authority, or any part of such facilities, or any machinery, apparatus, or equipment of the authority, or to pollute the water in any part of its service area, or to obtain water therefrom except in accordance with the regulations promulgated by the authority. Any person so offending shall be deemed guilty of a misdemeanor and upon conviction shall be fined not less than one hundred dollars nor more than one thousand dollars or shall be imprisoned for not more than thirty days at the discretion of the court and shall be further liable to pay all damages suffered by the authority.”*

SC Code of Law

- Cost to replace standard water meter box & lid:

Heavy Duty Plastic Meter Box	\$20.00
Solid Cast Iron Meter Box Lid	\$20.00
Labor @ 1.5 Hours	\$22.50
Administrative Fee	\$25.00
Total Cost	\$87.50

* Larger Box will be based on actual cost.

- Cost to replace a cut lock:

Master Padlock	\$10.25
Labor @ 1 Hour	\$15.00
Administrative Fee	\$25.00
Total Cost	\$50.25

- Cost to replace a broken setter:

¾" Copper Setter	\$260.00
Labor @ 2 Hours	\$30.00
Administrative Fee	\$25.00
Total Cost	\$315.00

SECTION XVI SEWER SERVICE

The Authority will not furnish sewer service to any user's building, dwelling, corporation or organization without the user being connected to and using water from the Authority.

SECTION XVII USE OF WATER AND SEWER SERVICE

- A. The Authority will not furnish any free water or sewer service to any user.
- B. A water and/or sewer service is for the use of the user at his building, dwelling or industrial plant only. A user cannot furnish water to his neighbor's building, dwelling or industrial plant. Violation of this rule will result in discontinuing of service.

SECTION XVIII SERVICE TO MULTIPLE UNITS

- A. Mobile home parks with rental spaces may be served through a master meter of sufficient size to meet the demands of the users. For mobile home parks with five or more rental spaces, the owner must file with the Authority a letter stating the number of spaces in the park and a copy of the State Board of Health letter approving the mobile home park. The owner of the property will be liable for the water/sewer bills and will be billed in accordance with the prescribed rate structure.

DONE THIS 26th day of June 2023, at Edgefield, South Carolina

Approved By:

Chairman

Vice Chairman

Treasurer / Secretary

Board Member

Board Member

Board Member

Board Member

ATTEST:

Secretary

A motion was made by Creswell to adopt the Resolution. Second by Clark. No discussion. Vote unanimous.

EXECUTIVE SESSION – A motion was made to enter into Executive Session by Johnson to discuss a legal matter. Second by Washington. Vote unanimous. Board exited Executive Session with no action taken.

Motion was made by Clark to adjourn.
Second by Washington
Time: 6:00 p.m., June 26, 2023
Vote Unanimous

Approved


James Earl Kennamer, Chairman