



OCONEE JOINT REGIONAL SEWER AUTHORITY

Commission Meeting

March 4, 2024

The Oconee Joint Regional Sewer Authority Commission meeting was held at the Coneross Creek Wastewater Treatment Plant.

Commissioners that were present:

- Seat 7 (Westminster): Brian Ramey, Board Chair
- Seat 1 (Seneca): Bob Faires, III, Board Vice-Chair
- Seat 2 (Seneca): Scott Moulder
- Seat 3 (Seneca): Scott McLane
- Seat 4 (Seneca At-Large): Marty McKee
- Seat 5 (Walhalla): Celia Myers
- Seat 6 (Walhalla): Scott Parris
- Seat 8 (Westminster): Kevin Bronson
- Seat 9 (Walhalla-Westminster At-Large): David Dial

Commissioners that were not present:

- None. All Commissioners were in attendance.

OJRSA appointments and staff present were:

- Lynn Stephens, Secretary/Treasurer to the Board and Office Manager
- Chris Eleazer, Executive Director

Others present were:

- Larry Brandt, OJRSA Attorney
- Norm Cannada, Seneca Daily Journal
- Dick Mangrum, WGOG Radio
- Tim Hall, City of Walhalla Mayor
- Keith Pace, Walhalla City Councilman
- Reagan Osbon, Westminster Asst. Administrator
- Michael Stevenson, Oconee County Habitat for Humanity
- Jon Goyert, O.C. Habitat for Humanity
- Brent Little, Fountain Residential
- Robert Royer, AQD
- Daniel Paradis, Greenfield Industries
- Adrienne Hennes, Remax Realty Professionals
- Tony Adams, Oconee County citizen
- Jim Mann, Oconee County citizen
- Luke Moore, Oconee County citizen

A) Call to Order – Mr. Ramey called the meeting to order at 4:01 p.m.

B) Invocation and Pledge of Allegiance – By Mr. McLane.

C) Proclamation and Recognition of OJRSA Staff – The General Assembly of the State of South Carolina Has Officially Declared the First Monday in March of Each Year as “Water Professionals Day,” Beginning with the First Observance Today, Monday, March 4, 2024. With the Passing of This Legislation, Professionals Working in All Areas of the Wastewater, Drinking Water, and Stormwater Industries Are Honored for Their Dedication to Serving the Communities and Residents of South Carolina – *All the OJRSA staff joined the meeting for this agenda item.* Mr. Eleazer stated that the State of South Carolina declared the first Monday of every March from this year forward will be “Water Professionals Day” to recognize those workers for their contributions to society, health, environment, and economy. Mr. Ramey asked the staff to introduce themselves. Mr. Ramey thanked all the OJRSA staff on behalf of the board for their hard work.

D) Public Session – *THERE WILL BE A SEPARATE PUBLIC COMMENT PERIOD FOR THE OJRSA RETAIL SEWER FEES AND RATES AS IDENTIFIED BY ITEM J.1 ON THIS AGENDA.*

- Mr. Cannada stated that the Executive Session listed on this month’s agenda was almost verbatim from what it was on the February one and said that the OJRSA is talking behind closed doors about another entity’s (Oconee County) legal authority for bonds. He said that there was a board vote at the February meeting to request the Attorney General’s legal opinion, and there has been no word on that since. He stated he doesn’t think it is legal to hold this in Executive Session, and he feels the public has the right to hear what is being said. He requested this item be open to the public.

Mr. Brandt stated that this item is indirectly a legal position for the OJRSA and that it could be held in Executive Session.

Mr. Cannada asked if the OJRSA received an opinion from the Attorney General. Mr. Brandt stated that he had to research one legal issue and then reported it to Lawrence Flynn of Pope Flynn Law Firm for him to forward the information to the Attorney General.

Mr. Cannada asked about the Member Cities discussing this behind closed doors. Mr. Brandt said the Cities make up the OJRSA board, and they can take legal action separate and apart from the OJRSA. Mr. Brandt added that the OJRSA has not taken any action or movement based on what is known now, and his legal advice was to keep it in Executive Session until a decision is made.

- Mr. Jim Mann asked the board to provide a status update on the Attorney General’s legal opinion. Mr. Brandt stated the OJRSA has not heard the opinion yet and is not sure if the information has even been sent to the Attorney General as of now.
- Chairman Ramey read a letter the OJRSA received from Charles Breazeale regarding interest in connecting to sewer in the Fair Play area. *(made a part of these minutes)*

E) Approval of Minutes:

- **Board of Commissioners Meeting of February 5, 2024**

Mr. Bronson made a motion, seconded by Mr. Dial, to approve the February 5, 2024 Board of Commissioners Meeting minutes as presented. The motion carried.

F) Committee and Other Meeting Reports:

- **Operations & Planning Meeting of February 14, 2024** – Mr. Faires presented the report to the Commission. **See attached minutes.*

Mr. Faires made a motion, seconded by Mr. McLane, to approve the February 14, 2024 Operations & Planning Meeting minutes as presented. The motion carried.

- **Finance & Administration Committee Meeting of February 20, 2024** – Ms. Myers presented the report to the Commission. **See attached minutes*

Ms. Myers made a motion, seconded by Mr. Bronson, to approve the February 20, 2024 Finance & Administration Meeting minutes as presented. The motion carried.

G) Secretary/Treasurer’s Report (Exhibit A) – Ms. Stephens presented the Secretary/Treasurer’s Report to the board.

H) Oconee County Government Update Regarding Matters Involving Wastewater – No updates.

I) Presentation and Discussion Items:

1. **Capital Contribution in Lieu of Payment of Impact Fees** – Mr. Eleazer reported that Mr. Little is delayed. Ms. Hennes stated that Mr. Little’s airplane flight was delayed, but he is on the way.

Mr. Faires made a motion, seconded by Mr. Bronson, to move this item down in the agenda. The motion carried.

2. **Oconee County Response to OJRSA Questions and Concerns Regarding Future Sewer South Projects** – Mr. Eleazer distributed a question-and-answer sheet to the board *(made a part of these minutes)*. The questions were based Mr. Eleazer’s questions and concerns and included comments

received from a couple OJRSA board members regarding how design and contract operations would work for Sewer South.

Mr. Eleazer stated that Ms. Amanda Brock (Oconee County Administrator) mentioned a telephone call with him in Item #1 of the sheet. The Director said it was a good conversation. Ms. Brock did not fully understand why there was a focus on general development and not just strictly economic development; once it was explained, Ms. Brock thanked Mr. Eleazer for the information and said she had a better understanding of this now.

Mr. Dial asked if the industries generated the gallons listed on the handout before they closed down. Mr. Eleazer replied that the industries were permitted for those gallons, and OJRSA recaptured some of the flow in 2013. Mr. Dial mentioned a new industry going into the old Dunlop facility and asked if they would still have the allotted flow. Mr. Eleazer replied that the new industry will probably be grandfathered in, and they will have no process wastewater anyway and were only using restroom facilities. It was only the process wastewater from their industrial pretreatment permit that was recaptured.

3. Present 2024 Organizational Goals as Stated by the OJRSA Standing Committees – Mr. Eleazer stated that both the Facilities & Administration and the Operations & Planning committees discussed the 2024 organizational goals for the OJRSA. The goals included:

- Wanting the OJRSA to complete the Feasibility Study and the Central Oconee County Sewer Basin Plan Study;
- Continuing to have regular meetings with Oconee County;
- Completing the CMOM and required SCDHEC compliance matters; and
- Pursuing RIA grants for necessary projects.

J) Action Items:

1. Public Comment Session for OJRSA Retail Sewer Fees and Rates, Which Are to Be Incorporated into the OJRSA Schedule of Fees, With an Effective Date of March 5, 2024. All Other Fees as Stated Within the Schedule of Fees Shall Apply for the Retail Sewer System at This Time (Exhibit B)

Mr. Ramey made a motion, seconded by Mr. McKee, to open the meeting for public comments regarding the OJRSA retail sewer fees and rates. The motion carried.

There were no public comments.

Mr. Ramey made a motion, seconded by Mr. Bronson, to close the session for public comments regarding the OJRSA retail sewer fees and rates. The motion carried.

2. Approve OJRSA Resolution 2024-02 to Adopt the Retail Sewer Rates and Fees, Which Are to Be Incorporated into the OJRSA Schedule of Fees, With an Effective Date of March 5, 2024. All Other Fees as Stated Within the Schedule of Fees Shall Apply for the Retail Sewer System at This Time (Exhibit B) – Mr. Eleazer stated the new rates and fees were advertised for public notice every Saturday for the past month, and no written comments were received other than the letter from Mr. Breazeale that was read earlier in the meeting regarding connection to the sewer. He added that Oconee County agreed with the new rates and fees, and a letter from Ms. Amanda Brock was included in the handout.

Mr. Bronson made a motion, seconded by Mr. Dial, to approve OJRSA Resolution 2024-02 to adopt the retail sewer rates and fees, incorporated into the OJRSA Schedule of Fees, with an effective date of March 5, 2024. The motion carried.

3. Authorize Habitat for Humanity of Oconee County to Pay Impact Fees Associated with Eastpointe Subdivision Phase 2 on a House-to-House Basis at the Rate at the Time of Payment with the Reason Being They Are Non-Profit – Habitat for Humanity requested a variance to pay impact fees on a house-by-house basis. Mr. Faires explained that OJRSA currently requires subdivision developers to pay the impact fees up front for the entire subdivision; however, being that Oconee County Habitat for Humanity is a non-profit organization, the O&P Committee approved

recommending the board grant their variance. Mr. Faires added that Habitat has not requested a waiver of, or reduction in, the fees.

Mr. Dial added that Habitat had explained in the O&P meeting how they construct the homes and that they only do a maximum of four (4) homes per year.

Mr. Faires made a motion, seconded by Mr. Parris, to approve the variance to authorize Oconee County Habitat for Humanity (due to being a non-profit organization) to pay impact fees associated with Eastpointe Subdivision Phase 2 on a house-to-house basis at the rate at the time of payment. The motion carried.

4. Consider Resolution 2024-08 to Approve the Board and Committee Meeting Policy Revision with the Inclusion of Additional Information as Requested by the F&A Committee (Exhibit C) – Mr.

Eleazer stated that the draft policy was provided by Pope Flynn Law Firm and added that Mr. Brandt spoke to Sara Weathers of Pope Flynn today and can answer any questions that the board may have.

Mr. Bronson made a motion, seconded by Mr. Parris, to approve the meeting policy revision with the inclusion requested by the F&A committee as presented. The motion carried.

K) Executive Director’s Discussion and Compliance Matters – Mr. Eleazer reported on the following:

1. Environmental and Regulatory Compliance – There were two (2) line breaks in the past month that were reported to SCDHEC.

- The first break was an “Act of God” due to stormwater eroding around a pipe on the eastern side of the City of Walhalla. The SCDOT addressed the issue by cleaning up the area and fixing a culvert. Approximately 80,000 gallons of wastewater was spilled.
- The second break on February 13, 2024 was considered a “Significant Spill” which is anything over 5,000 gallons that is not considered an “Act of God.” This spill of approximately 13,750 gallons was on the Speeds Creek force main (which was identified in the Consent Order as being something the OJRSA needs to address). The OJRSA has been holding off replacing this force main until the basin study is completed to determine what is suggested to be done with the pump station and force main.

There was a SCDHEC compliance inspection on Friday afternoon at the treatment plant. The inspection went well and the SCDHEC representative seemed complimentary. Mr. Moulder and Mr. Dial expressed congratulations to the OJRSA staff for this achievement. Mr. Eleazer added that there will be a pretreatment program inspection sometime later this month, and it is anticipated that this inspection should also go well. It will be the first pretreatment inspection since the EPA did one back in 2012.

In addition, OJRSA Operations Director, Mr. Kyle Lindsay, recently reported to the board that the OJRSA was expecting a Notice of Violation (NOV) for ammonia. The OJRSA no longer has certification to sample ammonia as the laboratory sampling is now outsourced. The contract lab gave ammonia results of approximately 20mg/L, and the OJRSA is supposed to keep it under 8.5mg/L.

The OJRSA split subsequent samples between the contract lab and another outside lab (Rogers & Callcott), as well as performed in-house sampling. The contract lab got additional results around 20mg/l, while Rogers & Callcott and the in-house samples matched at well below 8mg/l.

The Director stated he spoke about this with a representative of the SC Water Quality Association (SCWQA) at a recent conference in Columbia. He also told them about a letter from the contract lab that acknowledged they reported incorrect data. This information was provided to SCDHEC, and the OJRSA no longer anticipates receiving a NOV for ammonia.

Mr. Dial asked if the OJRSA was going to switch labs due to this issue. Mr. Eleazer replied that this contract lab has shut down their services locally, so the OJRSA switched lab service to Rogers & Callcott who are honoring the price the contract lab agreed to through the rest of the current fiscal

year. The OJRSA will advertise a new lab services contract for bids in the spring in accordance with the new procurement policy.

- 2. Sewer South Update** – A handout was given to the board members (*made a copy of these minutes*). Progress on the project is going well. The contractor is currently setting wetwells for the two (2) pump stations. There have been no viable complaints for concern.

Oconee County received a question regarding traffic control in the area, and the contractor is putting in some extra precautions to address that concern.

Mr. Eleazer added that the newspaper ran a series of articles a couple months ago that stated Oconee County is spending \$500,000 per year through the OJRSA on water and chemicals for Sewer South. The Director stated that was not the case and wanted this to be on the record. Currently, there is no chemical feed down there. In addition, water is added from a hose into the line to cycle the pumps, but the OJRSA spends less than \$100 per month for that water usage. Mr. Eleazer stated that there may be additional water usage and chemical feeds when the area is built out in the future (which will be dependent on the number of connections) but those costs are unknown at this time.

- 3. Impact Fees** – A handout was given to the board members (*made a copy of these minutes*). A couple weeks ago, the Director spoke with Ms. Amanda Brock and Mr. Jamie Gilbert of Oconee Economic Alliance about how the OJRSA charges impact fees based on water meter size, and he realized that SCDHEC calculates the usage differently for subdivisions. The OJRSA bases the calculation on 150 gallons per day (GPD) per house, whereas SCDHEC bases it on 300 gallons per day (GPD) per house. Mr. Eleazer stated that, for information purposes only, he wanted it known that the cost for plant expansion due to growth-related matters will fall more upon the current system customers if the rates remain as they are.

Mr. Dial asked how other counties in South Carolina calculate the usage. Mr. Eleazer replied that it is all over the board with some using the SCDHEC calculations, some doing it the way the OJRSA does, and some having capacity already included in their plant from previously completed upgrades. Mr. Dial asked what counties charge for 300 GPD. Mr. Eleazer replied this information was included in Mr. Jason Gillespie's August memo with his calculations.

- 4. Development Policy (Standard Specifications and Details) Update** – The Development Policy has been in the works since the spring of 2018. It was completed in draft format and sent to the environmental attorney, Mr. Michael Traynham, to ensure it complied with all environmental laws, complied with the OJRSA's Sewer Use Regulation, and that the OJRSA can enforce it if adopted. All items have been checked off by Mr. Traynham, and the policy will be up for discussion at the March O&P Committee meeting.

- 5. FY2025 Budget** – The Director had spoken in the past about OJRSA having issues finding employees. In one of these conversations, previous Walhalla City Administrator and OJRSA board member, Mr. Brandon Burton, explained how younger applicants do not care about benefits; they just care about what the wages are. Since that conversation, Mr. Eleazer said he has thought about how the OJRSA could show an employee what they are worth to the organization when the jobs are posted.

Currently the OJRSA pays for the employee-only portion of the insurance costs. He suggests that this be modified where the employee pays for the insurance directly, but the OJRSA will compensate for this expense directly into the employee's wages. Although this will only add approximately eighty-four cents (\$0.84) additional per hour into each employee's wages, it will still be a little something more to entice job applicants. The Director said that he will have this included in the FY 2025 budget that will be presented to the board for consideration.

Mr. Dial asked how the OJRSA would stop a person from collecting that extra money but not paying for the insurance. Mr. Eleazer explained that this will be a pre-tax item on the employee's paycheck with mandatory deductions out of the paycheck. Mr. Moulder asked if other factors, such as unemployment, were figured into the cost; Mr. Eleazer said yes.

6. Miscellaneous (If Any):

Draft Meeting Minutes – Although the board members represent the Member Cities, only the board members see the draft meeting minutes. Other city personnel and the public do not see the meeting minutes until they have been approved the following month. Mr. Eleazer asked the board to consider the city mayors and administrators to get copies of the draft minutes if they are not on the board.

Mr. Bronson said he has no problem with that, as he forwards them on to council members when he receives them. Mr. Ramey also stated he was good with that. It was agreed that the OJRSA would start emailing the draft minutes to the mayors and administrators.

SC Environmental Conference – Mr. Eleazer stated he will be attending the SC Environmental Conference running from Saturday through Wednesday. He will be assisting on two (2) presentations covering the sewer basin planning and navigating the consent order.

At 5:00 p.m., Mr. Ramey made a motion, seconded by Mr. Moulder, to open Agenda Item I)1. back up for discussion. The motion carried.

Mr. Little stated that he has been working with the OJRSA to get sewer to the Paw's Diner and adjacent Greenfield/TDC sites. He stated that he is ready to execute a contract with Moorhead Construction for the force main from the Seneca Pump Station in the amount of \$3,248,465 (including a 10% contingency). He also will contract with Goodwyn, Mills, & Cawood (GMC) to administer and inspect that work for \$140,000. In addition, GMC gave an estimate of \$745,850 to install an oversized lift station for these project sites in addition to other OJRSA and/or City of Seneca projects. This totals over \$4,000,000 in work that he will pay for in lieu of paying the OJRSA for the impact fees. Mr. Little formally requested the board to waive the impact fees. He added that he would like to start work on the Paw's Diner site by the end of April.

Mr. Eleazer said the pump station Mr. Little referenced will belong to Seneca Light & Water and added that the \$4,000,000 cost would be equivalent to the OJRSA receiving impact fees for 1,750 homes based on the current fee. In addition, the Director said that this is a great deal for the OJRSA and would help address some issues in the Consent Order. If the OJRSA does not move forward with Mr. Little's proposal, it will put the burden back on the OJRSA to deal with these issues in the Consent Order.

Mr. Dial asked if the new pump station would increase capacity for the OJRSA. Mr. Eleazer replied that the force main will increase capacity up to 170,000-200,000 GPD. Both of Mr. Little's projects will use approximately 85,000-100,000 GPD of that new capacity, which will leave approximately 100,000 GPD for the OJRSA. When the [OJRSA's Seneca Creek] pump station is replaced, there will be additional capacity.

Mr. Eleazer wanted to clarify that approval of this capital contribution is a waiver of impact fees for both of Mr. Little's projects.

Mr. Faires made a motion, seconded by Mr. Dial, to approve the capital contribution as described in lieu of payment of impact fees.

The Director said he would a timeframe stipulation attached to the board's approval that, if Mr. Little's projects don't move forward within that certain timeframe, the OJRSA will recapture the capacity. Mr. Little was asked if that was agreeable; he agreed and said three (3) years would be sufficient. Mr. Eleazer stated it should be three (3) years from issuance of the SCDHEC construction permit. Mr. Bronson said he would like to see this written up in a contract and brought back to the board to review. Mr. Eleazer asked that the motion be modified to reflect this change to begin the process.

Mr. Faires amended his motion, seconded by Mr. Dial, to add that the projects must move forward within a three (3) year timeframe from issuance of the SCDHEC construction permit or the OJRSA will recapture the capacity. The motion carried.

L) Commissioners' Discussion – None.

M) Executive Session *NOTE: Board may act on matters discussed in executive session upon returning to open session.*

- **Receipt of Legal Advice: Legal Authority for Bonds.** *[Executive Session Permissible Under SC Law 30-4-70(a)(2), Which States: Discussion of Negotiations Incident to Proposed Contractual Arrangements and Proposed Sale or Purchase of Property, the Receipt of Legal Advice Where the Legal Advice Relates to a Pending, Threatened, or Potential Claim or Other Matters Covered by the Attorney-Client Privilege, Settlement of Legal Claims, or the Position of the Public Agency in Other Adversary Situations Involving the Assertion Against the Agency of a Claim.]*

At 5:12 p.m., Mr. Ramey made a motion, seconded by Mr. Dial, to enter Executive Session to receive legal advice regarding the legal authority for bonds. The motion carried.

Mr. Ramey invited Walhalla Mayor, Tim Hall, and Walhalla Mayor Pro Tem, Keith Pace, to sit in Executive Session. Mr. Eleazer added that Seneca Mayor, Dan Alexander, was invited to attend but could not make it.

At 6:24 p.m., Mr. Dial made a motion, seconded by Mr. McKee, to return to Regular Session. The motion carried.

Mr. Faires made a motion, seconded by Ms. Myers, to provide the opinion received from Pope Flynn Law Firm about the validity of the most recent bond issue and release that information to the Member Cities for any action they may want to take. The motion carried.

Chairman Ramey said he was going to make a statement on behalf of the board: Last month, at some point during the Feasibility Study, the OJRSA's legal representative determined that he felt the bond issue was unconstitutional. He sent the OJRSA a memo to that effect, as it was something the OJRSA should know, and the OJRSA board felt it was its due diligence to check into it. Therefore, the board voted last month to have the information sent to the Attorney General's office for his opinion on the matter.

Between last month and this month, the OJRSA found out that the statute of limitations ran out on the issue, and there is nothing that the OJRSA can do about it even if the Attorney General determined the bond issue unconstitutional, so the OJRSA board decided that it was not going to proceed on this.

Mr. Faires made a motion, seconded by Ms. Myers, to rescind the OJRSA's request for Pope Flynn Law Firm to seek the Attorney General's opinion on the validity of the recent bond issue. The motion carried with a vote of: Yea: 8; Nay: 1 (Brian Ramey)

N) Upcoming Meetings:

1. **Operations & Planning Committee** – Wednesday, March 20, 2024 at 8:30 a.m.
2. **Finance & Administration Committee** – Tuesday, March 26, 2024 at 9:00 a.m.
3. **Board of Commissioners** – Monday, April 1, 2024 at 4:00 p.m.

O) Adjourn – Mr. Ramey adjourned the meeting at 6:27 p.m.

Approved By:



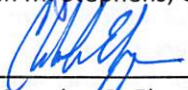
Brian Ramey, OJRSA Commission Chair

Approved By:



Lynn M. Stephens, OJRSA Secretary/Treasurer

Approved By:



Christopher R. Eleazer, OJRSA Executive Director

Notification of the meeting was distributed on February 9, 2024 to *Upstate Today*, *Anderson Independent-Mail*, *Westminster News*, *Keowee Courier*, WGOG Radio, WSNW Radio, City of Seneca Council, City of Walhalla Council, City of Westminster Council, Oconee County Council, SC DHEC, www.ojrsa.org, and posted at the OJRSA Administration Building.

***ATTACHMENTS STARTING NEXT PAGE**



Board of Commissioners Meeting
OJRSA Operations & Administration Building
Lamar Bailes Board Room
March 4, 2024 at 4:00 p.m.

Agenda

- A. Call to Order** – Brian Ramey, Board Chair
- B. Invocation and Pledge of Allegiance** – Led by Commissioner Scott McLane
- C. Proclamation and Recognition of OJRSA Staff**
The General Assembly of the State of South Carolina has officially declared the first Monday in March of each year as “Water Professionals Day,” beginning with the first observance today, Monday, March 4, 2024. With the passing of this legislation, professionals working in all areas of the wastewater, drinking water, and stormwater industries are honored for their dedication to serving the communities and residents of South Carolina.
- D. Public Session** – ***THERE WILL BE A SEPARATE PUBLIC COMMENT PERIOD FOR THE OJRSA RETAIL SEWER FEES AND RATES AS IDENTIFIED BY ITEM J.1 ON THIS AGENDA.*** Receive comments relating to topics that may or may not be on this agenda. Session is limited to a maximum of 30 minutes with no more than 5 minutes per speaker.
- E. Approval of Minutes**
- Board of Commissioners Meeting of February 5, 2024
- F. Committee and Other Meeting Reports**
- Operations & Planning Meeting of February 14, 2024 – Bob Faires, Committee Chair
 - Finance & Administration Meeting of February 20, 2024 – Celia Myers, Committee Chair
- G. Secretary/Treasurer’s Report** (Exhibit A) – Lynn Stephens, Secretary/Treasurer
- H. Oconee County Government Update Regarding Matters Involving Wastewater** – Oconee County Administrator or Appointed County Representative
- I. Presentation and Discussion Items** *[May include Vote and/or Action on matters brought up for discussion]*
1. Capital contribution in lieu of payment of impact fees – Brent Little, Fountain Residential Partners
 2. Oconee County response to OJRSA questions and concerns regarding future Sewer South projects – Chris Eleazer, Director
 3. Present 2024 organizational goals as stated by the OJRSA standing committees – Chris Eleazer, Director
- J. Action Items**
1. Public comment session for OJRSA retail sewer fees and rates, which are to be incorporated into the OJRSA Schedule of Fees, with an effective date of March 5, 2024. All other fees as stated within the Schedule of Fees shall apply for the retail sewer system at this time. (Exhibit B) – Brian Ramey, Chair
 2. Approve OJRSA Resolution 2024-02 to adopt the retail sewer rates and fees, which are to be incorporated into the OJRSA Schedule of Fees, with an effective date of March 5, 2024. All other fees as stated within the Schedule of Fees shall apply for the retail sewer system at this time. (Exhibit B) – Chris Eleazer, Director
 3. Authorize Habitat for Humanity of Oconee County to pay impact fees associated with Eastpointe Subdivision Phase 2 on a house-to-house basis at the rate at the time of payment with the reason being they are non-profit – Bob Faires, O&P Committee Chair
 4. Consider Resolution 2024-08 to approve the Board and Committee Meeting Policy revision with the inclusion of additional information as requested by the F&A Committee (Exhibit C) – Chris Eleazer, Director

K. Executive Director's Discussion and Compliance Matters – Chris Eleazer, Director

1. Environmental and regulatory compliance
2. Sewer South update
3. Impact fees
4. Development Policy (Standard Specifications and Details) update
5. FY 2025 Budget
6. Miscellaneous (*if any*)

L. Commissioners' Discussion – Brian Ramey, Board Chair

Discussion can be related to matters addressed in this meeting or for future consideration by the Board or Committee. Voting is not permitted during this session.

M. Executive Session *NOTE: Board may act on matters discussed in executive session upon returning to open session.*

- Receipt of legal advice – legal authority for bonds. [*Executive Session permissible under SC Law 30-4-70(a)(2), which states: Discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property, the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the agency of a claim.*]

N. Upcoming Meetings *All meetings to be held in the Lamar Bailes Board Room unless noted otherwise.*

- Operations & Planning Committee – March 20, 2024 at 8:30 a.m.
- Finance & Administration Committee – March 26, 2024 at 9:00 a.m.
- Board of Commissioners – April 1, 2024 at 4:00 p.m.

O. Adjourn



Board of Commissioners Meeting Sign-in Sheet

Date: 3/4/24 Time: 4pm Location: WWTP Board Room

NAME (Print)	POSITION/TITLE	ORGANIZATION
DICK MANGRAM	WGOG	
JIM HANN	DIST 2	TAXPAYER
NOMI CAMPBELL	Reporter	The Journal
Michael Swanson	OCHFH	
Joe Coyen	OCHFH	
Adrienne Hennes	Realtor	ReMax Realty Professionals
TONY ADAMS	citizen	
Luke Moore	citizen	
ROBERT ROYER	"	ADD
Reagan Osbon	As. to CA	Westminster
LARRY C. BRANDT	OJRSA - ATNY	OJRSA
DANIEL BARAJES	VICE PRESIDENT	TDC - GREENFIELD
Keith face	walhalla Council	
Tim HALL	Mayor walhalla	walhalla City
Joynt Hall	Mayor	Fountain

Dear Sirs

My name is Charles Breazeale, and I am in favor of being connected to the sewer line. I live about 50 yds. from the main line on Hwy 59 on Lola Drive. My phone # is (864) 318-3827. 124 Lola Drive

Thank you,
Charles H. Breazeale

Charles H. Breazeale
124 Lola Dr.
Fair Play, SC 29643

Dear Sir

My name is Charles Breazeale and I am in favor of being connected to the sewer line. I live about 50 yds. from the main line on Hwy 59 on Lola Drive. My phone is (864) 318-3827. 124 Lola Drive

Thank you,
Charles H. Breazeale

Charles H. Breazeale
124 Lola Dr.
Fair Play, SC 29643

GREENVILLE SC 296

20 FEB 2024 PM 4 L



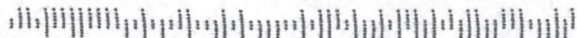
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FEB 22 2024

CJRSA

CJRSA
823 RETURN CHURCH RD.
SENECA, S.C. 29679

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ATTENTION - EXEC. DIRECTOR



Secretary/Treasurer’s Report for Board of Commissioners

Prepared for the March 4, 2024 OJRSA Board of Commissioners Meeting

Cash and investment information stated herein come from bank and other financial records as of: February 29, 2024

UNRESTRICTED FUNDS CASH AND INVESTMENTS SUMMARY

Account/Fund Name	Cash (\$)	Investments (\$)	Total (\$)
Wholesale Operations & Maintenance (O&M)	197,342	1,225,000	1,422,342
Retail Operations & Maintenance (RO&M)	497,028	735,000	1,232,028
TOTAL UNRESTRICTED FUNDS	694,370	1,960,000	2,654,370

RESTRICTED FUNDS CASH AND INVESTMENTS SUMMARY

Account/Fund Name	Cash (\$)	Investments (\$)	Total (\$)
Projects and Contingency (PCF)	33,252	1,225,000	1,258,252
Wholesale Impact Fund (WIF)	234,662	3,640,000	3,874,662
Retail Impact Fund (RIF)	0	0	0
TOTAL RESTRICTED FUNDS	267,914	4,865,000	5,132,914

Combined Total for All Funds

Cash Investments Combined

See additional sheets for investment information

Account Notes:

A check in the amount of \$248,146.98 was issued to Moorhead Construction on 2/27/24 from the RO&M account and has not cleared the bank yet.

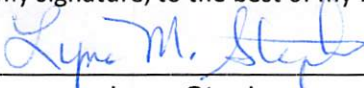
INDEPENDENT RECONCILIATION OF ACCOUNTS

All transactions for all funds have been satisfactorily reconciled by an independent accounting firm for the month of January 2024: YES NO

See attached document from independent accountant.

Reconciliation Notes:

By my signature, to the best of my knowledge, I certify this report is accurate.



 Lynn Stephens
 OJRSA Secretary/Treasurer

INVESTMENTS UPDATE

Maturing Investment	Fund Code	Maturity Date	Amount (\$)	To Be Reinvested?	
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No
				<input type="checkbox"/> Yes	<input type="checkbox"/> No

See additional sheets, if necessary

Investment Notes:

Next CDs maturing on 4/26/24.

See additional sheets for 12-month cash and investment trends and other information.

From: [bookkeeping](#)
To: [Lynn Stephens](#)
Subject: January 2024 Bank Reconciliations
Date: Monday, February 5, 2024 4:05:54 PM
Attachments: [January 2024 Bank Recs.pdf](#)

Hey Lynn,

Please see attached January 2024 bank reconciliations. The Retail Impact Fund was reconciled but there was nothing to print due to the zero balance. All accounts reconciled with no issues. I will request a letter from Susan as soon as I have them uploaded in our files.

Thank you,

Jared Williams
Stancil Cooley Estep & Stamey, LLP
Bookkeeper
Phone : (864) 882-3048



STANCIL
COOLEY ESTEP
& STAMEY, LLP

*Certified Public
Accountants*

631 ByPass 123
P. O. Drawer 1279
Seneca, SC 29679

(864) 882-3048
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Clemson, SC 29631

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Fax 654-9476

www.scscpa.com

February 27, 2024

**Lynn Stephens
Oconee Joint Regional Sewer Authority
623 Return Church Road
Seneca, SC 29678**

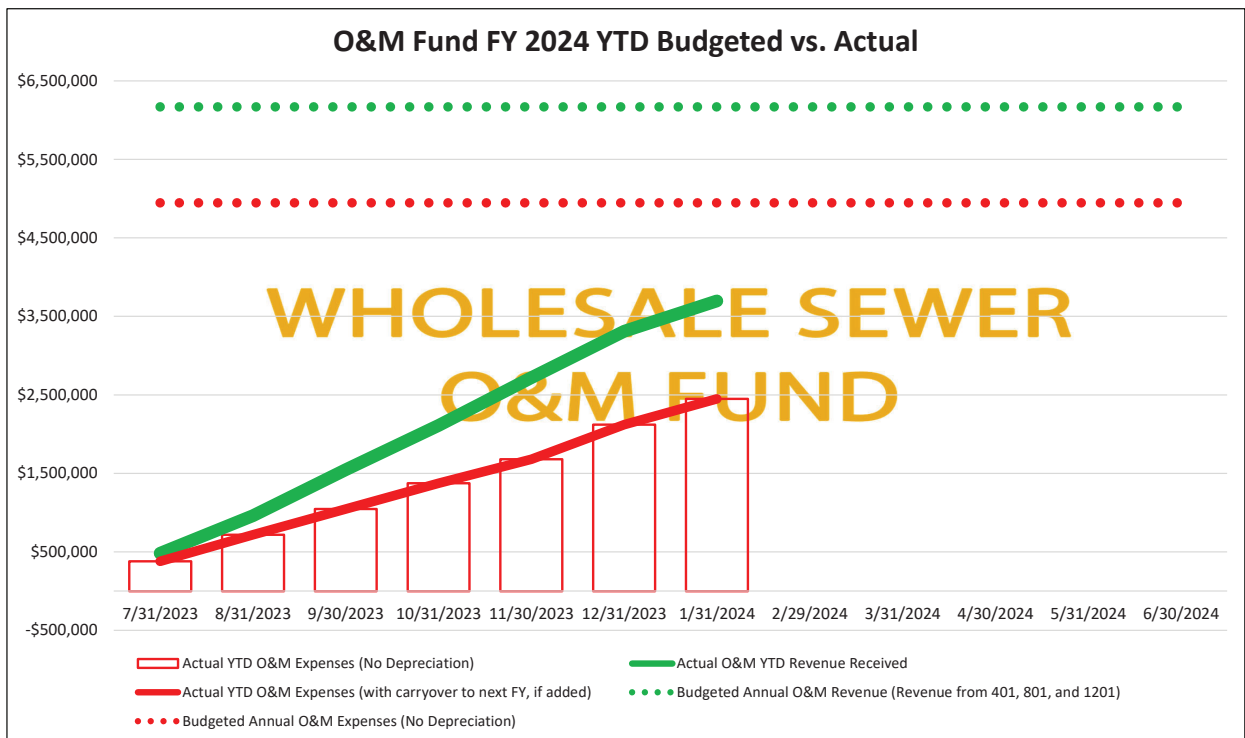
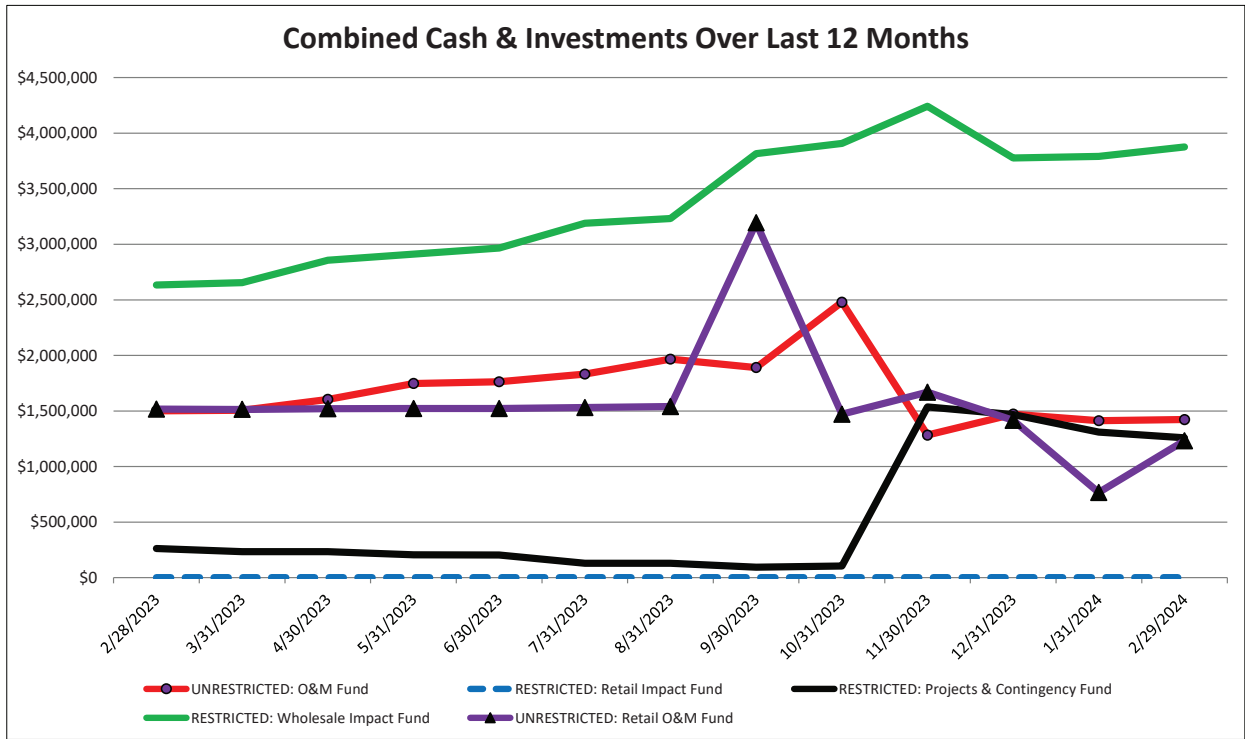
RE: Bank Reconciliations for OJRSA January 2024

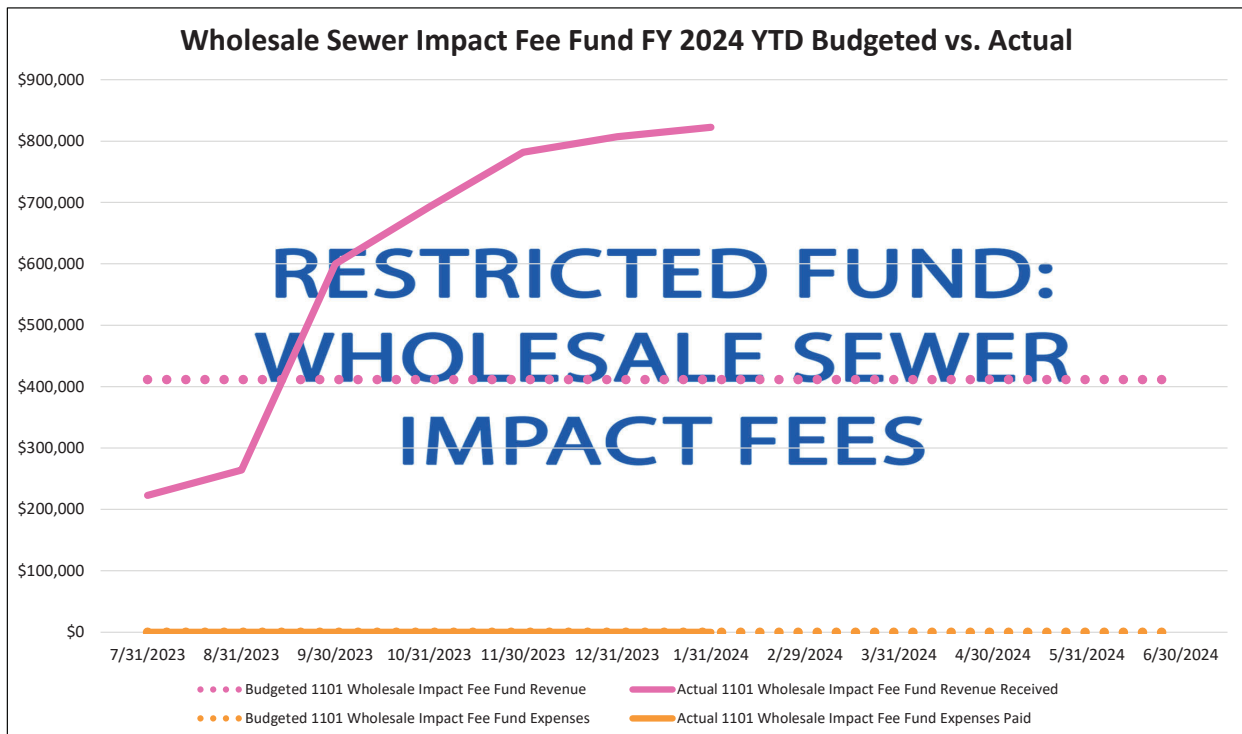
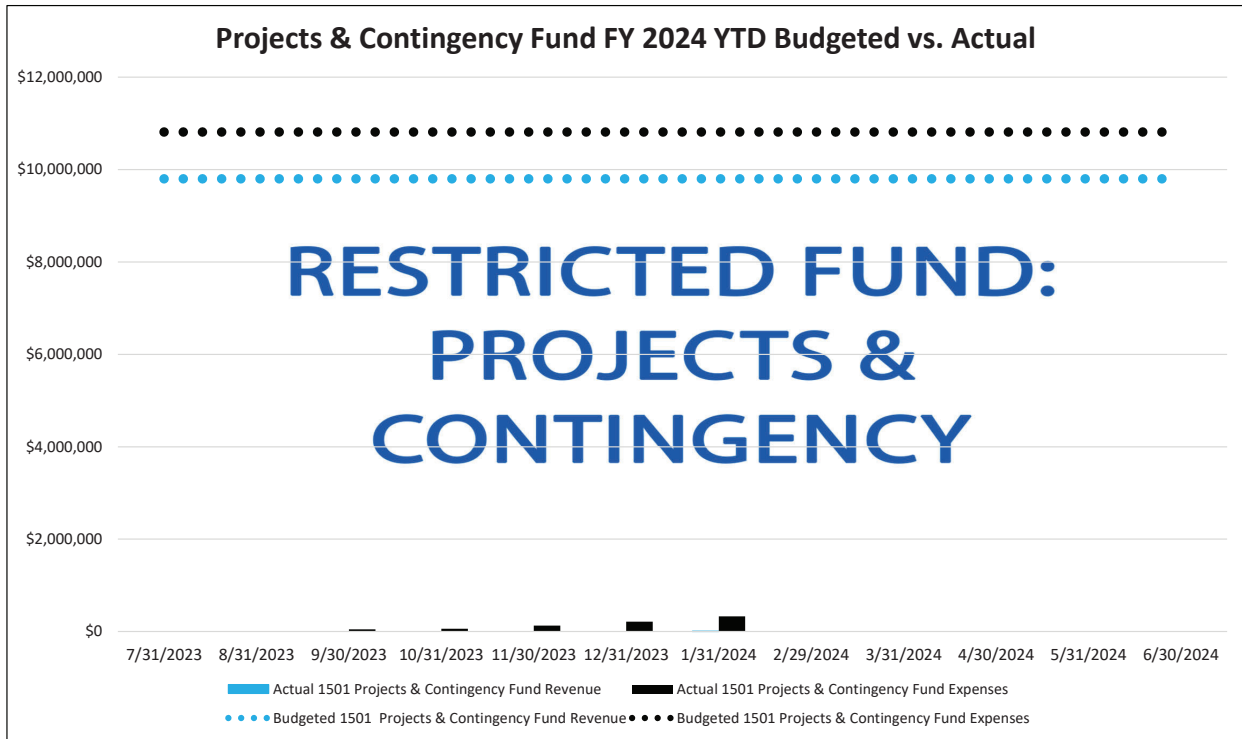
Dear Lynn,

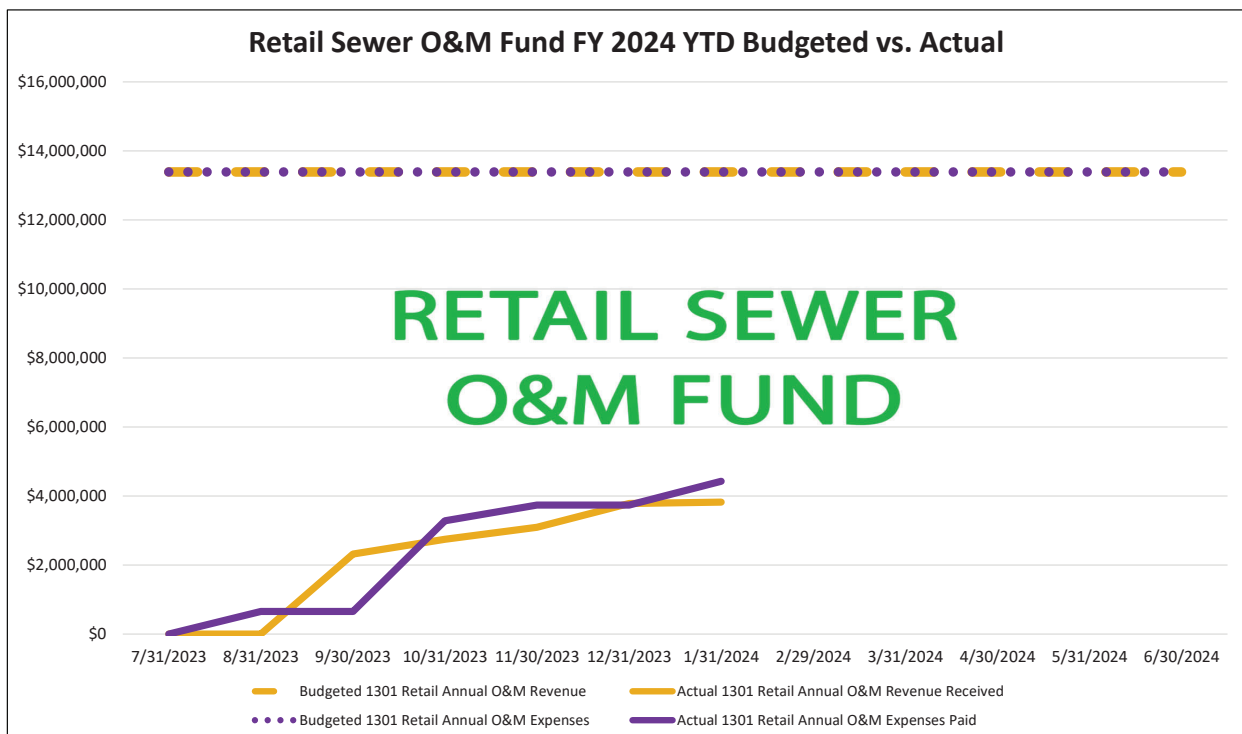
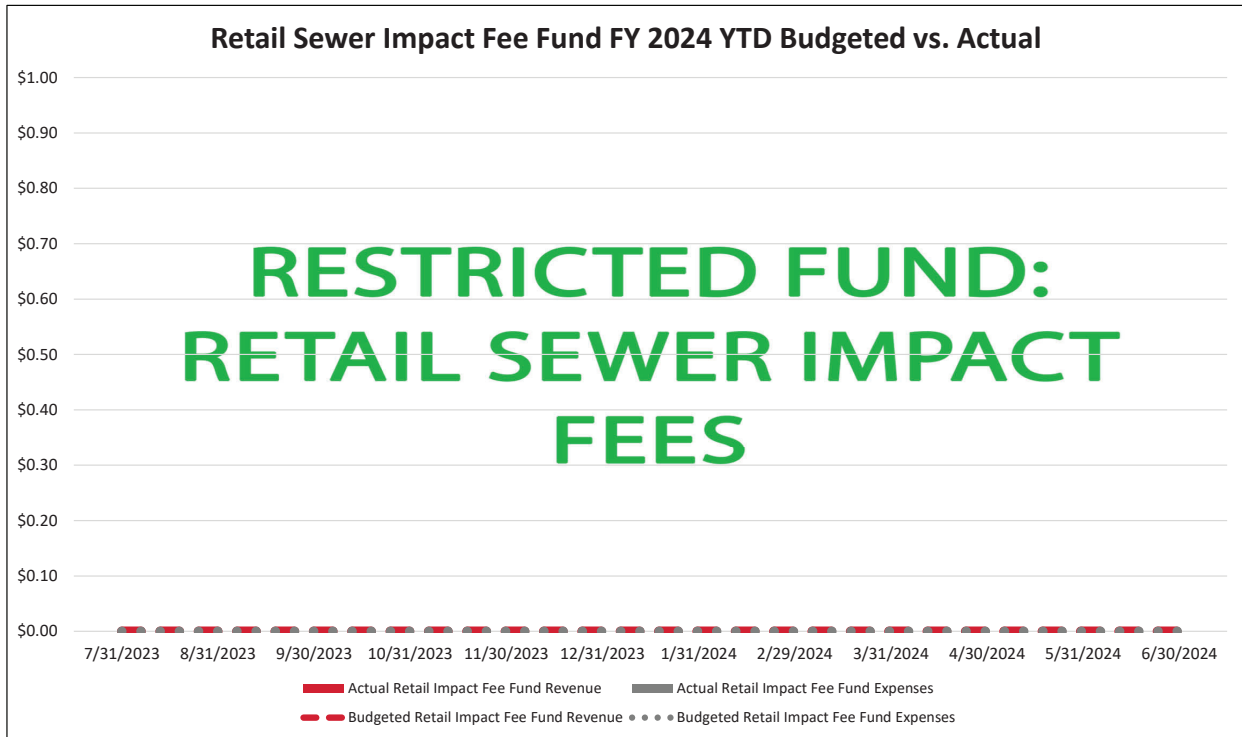
We have completed the bank reconciliations for the Oconee Joint Regional Sewer Authority for the month ending January 31, 2024. Copies of the bank reconciliations are attached for your review. Please contact me if you have any questions.

Sincerely,

**Susan M. Stamey, CPA
Enclosures**







Questions, comments, and concerns for Oconee County regarding wastewater conveyance design, construction, and operation in Southern Oconee County

The questions and concerns below are those that have been expressed by OJRSA Commissioners and Administration.

- 1. Regarding the design of the wastewater system to serve the future phases:** The Sewer South system—and all sewer systems regardless of where they are located for that matter—needs to be designed in conjunction with someone that operates a viable wastewater system with a focus on medium- and long-term operation and maintenance, not for the sole purpose of economic development (*read: focus on pump stations and force mains, which are cheaper to install upfront but limit the ability to easily add customers and are expensive to operate, maintain, and replace in the long run*). Designs such as the one being constructed currently (Phase II) should be avoided as it severely limits potential parcels that can be served by sewer; meaning that it is going to be more costly to now go in and install the necessary infrastructure serve these properties.

The decision to install a sewer system should not just focus on economic development but that of community development (residential, commercial, and industrial); the reason being that the most consistent flows, which are needed and depended on by a wastewater utility, come from residential customers who use water 24/7/365, followed by commercial/institutional to a slightly lesser extent, and lastly the industrial users as they can be “all over the map” with their wastewater needs due to factors such as:

- a. They can be a very heavy discharger (a “wet” facility);
- b. Have only restrooms and discharge very little flow (e.g., warehouse or locations that only assemble products);
- c. They can remain open but permanently reduce flows over time through process change.
Examples include:
 - i. Some of the BMW suppliers, which have company mandates that they “go green” and recycle/reclaim water in an effort to have “zero waste”
 - ii. TrueTemper (formerly in Seneca) when it shut down and eliminated 390,000 gpd and then the site was repurposed as BorgWarner, which now has a zero gpd process wastewater discharge
- d. A site sitting vacant after they closed and moved/went out of business or doesn’t develop for a long time, thus contributing no flow at all, such as
 - i. Beacon Mill 480,000 gpd (Westminster)
 - ii. Dunlop Sports 140,000 gpd (Westminster)
 - iii. Coviden 60,000 gpd (Seneca)
 - iv. WestPoint Stevens Utica Plant 85,000 gpd

Thank you for this information, and for the telephone call we had to discuss.

- 2. Regarding contract operations of Sewer South Phases I and III (and beyond):**
 - a. How does Oconee County envision the contract operations for Sewer South being performed? Would it be similar to what we are currently doing for Phase I?
I believe Council’s vision is similar to the current agreement, and to the language in the Settlement Agreement and Release [executed September 27, 2016, copy attached].
 - b. We intend to treat all phases that serve the I-85 corridor exactly as we do with the current system that supports the Member Cities, meaning that we will perform all normal services during regular business hours and respond to emergencies as soon as they arise. In order to do

this, we currently envision needing at least one additional qualified maintenance staff member and one collection system employee. Since we will be needing these additional staff and the equipment that will support them, would the county be willing to work out a long-term agreement with OJRSA that would pay a negotiated annual flat fee for the routine maintenance portion of the system? We would hope the county would agree to having an independent rate and/or financial consultant familiar with wastewater operations determine what would be an appropriate amount would be to cover these costs, which we would want to be fair to both the county and OJRSA.

I believe an agreement is favorable for any necessary resources required to fulfil Council's directive for sewer expansion along the I-85 corridor. I have no reason that a flat fee could not be negotiated for the support you've indicated above.

- c. What about special or emergency projects that need to be performed, such as costs to replace an automatic transfer switch or have a specialist perform work on a generator? These would also need to be considered. It would also be nice to know what services the county can provide so that we can utilize in-house talent as opposed to going externally (such as when the county provided HVAC technicians for the GCCP Pump Station).

Oconee County employs many experienced, and talented staff to perform a sundry of tasks including electrical, mechanical, HVAC and equipment maintenance. I'll supply that list to you separately, as well as our 'on call' staff information so that if services can be provided by the County, for County equipment, you will have the ease of access to staff via telephone call.

STATE OF SOUTH CAROLINA)
)
COUNTY OF OCONEE)

SETTLEMENT AGREEMENT AND RELEASE

KNOW ALL MEN BY THESE PRESENTS that the OCONEE JOINT REGIONAL SEWER AUTHORITY for and in consideration of the payment of the sum of One Million, Nine Hundred Thousand and No/100 (\$1,900,000.00) Dollars, the receipt of which is hereby acknowledged, for itself, its successors, member municipalities, board members, commissioners, agents, employees, servants, assigns, and anyone who could claim by or through it (collectively “Authority” or “Releaser”), does hereby release, acquit, and forever discharge Oconee County and its successors, agents, employees, servants, County Council members, managers, the County Administrator, County officers, elected officials, representatives, insurers, attorneys, and assigns (collectively “County” or “Releasee”) from any and all actions, causes of action, claims, demands, damages, injuries, costs, loss of services, expenses, and compensation on account of, or related to, or in any way growing out of that certain Intergovernmental Agreement (the “Agreement”) dated November 18, 2008 by and between the County and the Authority, a copy of which is attached hereto as Exhibit “A” and is incorporated herein by reference. Additionally, as a material inducement to entering into this Settlement Agreement and Release, the Authority and the County agree not to attempt to enforce the terms of the Agreement and to immediately repeal, revoke, and rescind said Agreement, making it of no force or effect.

The terms of all other agreements between the Authority and the County that are lawfully in force as of the execution of this Settlement Agreement and Release, and which are consistent with the terms contained herein, shall remain in full force and effect. Accordingly, the Authority confirms that when requested by the County it will extend transportation lines, build pump

stations, acquire easements / rights-of-way, build or improve treatment facilities, and perform all other acts necessary to provide water and/or wastewater service to and/or for any area or areas within the geographic boundaries of the County (collectively "Projects"). The County agrees that when it requests a Project to be approved, constructed and/or operated by the Authority, it will provide adequate funding for such construction and/or operation, maintenance, depreciation and required upgrades to existing facilities downstream in the event of extraordinary circumstances and/or impact to be determined on a case by case basis. This provision, however, does not require that the County use the facilities or services of the Authority for all water and/or waste water projects that it may undertake. Thus, the County may independently construct, own, and/or operate water and/or waste water projects, or it may contract directly with municipalities, or other entities, for such activities; however, in all cases OJRSA shall maintain sole authority to control the quantity and quality of all discharges to any system with an NPDES permit issued to the OJRSA, including specifications, quality control and construction standards.

Releasor hereby acknowledges full and complete satisfaction and settlement of all claims and potential causes of action and fully understands that it can make no further claim against Releasee. Releasor hereby affirms and acknowledges that Releasee is not presently indebted to it in any way, and that Releasee is no longer bound to any agreement to pay any sums to Releasor on any account, promise, or instrument.

It is distinctly understood and agreed as follows: 1) that this Settlement Agreement and Release shall act and operate as a full and complete release of the County from any and all liability on account of the acts and things set forth herein and all matters related thereto; 2) that it shall cover all injuries and damages, known or unknown, regardless of whether the injuries or damages are more serious or different than Releasor now knows or understands them to be; 3) that it shall not be subject to any claim of mistake of fact; 4) that this Settlement Agreement and

Release expresses a full and complete settlement of all liability claimed or which could be claimed; and 5) regardless of the adequacy or inadequacy of the amount paid, it is intended to be final and complete.

Releasor further represents and warrants that it has not heretofore assigned to any other person or entity all or any portion of any claim, which it may have or may have had or may claim in the future to have against Releasee, and represents and warrants that it is the sole proper party to receive the proceeds of this settlement.

It is further understood and agreed that this settlement is a compromise of doubtful and disputed claims, and that the payment of sums herein mentioned is not to be construed as an admission of liability by the Releasee, by whom any liability is expressly denied.

Releasor agrees to indemnify and hold harmless Releasee from and against any loss, costs, damages, liens, expenses (including attorneys' fees), or other liability claimed or imposed upon it by reason of any third person or entity claiming to have an interest in the matters referred to herein, or claiming to be an assignee or subrogee of any of the claims or causes of action mentioned above, or claiming a right of indemnity, or claiming to have been damaged as a result of the matters referred to herein.

Releasor hereby declares and represents that in making this Settlement Agreement and Release it relied wholly upon its own judgment, belief, and knowledge of the nature, extent, and duration of said claims, injuries, and/or damages, and that it has not been influenced to any extent in making this Settlement Agreement and Release by any representations or statements regarding said claims, injuries and/or damages, or regarding any other matters, made by the Releasee. Releasor additionally represents that, when executed, this Settlement Agreement and Release will be binding on and enforceable against Releasor, that there are no consents required to authorize Releasor to enter into and perform the terms of this Settlement Agreement and

Release, and that the execution and delivery of this Settlement Agreement and Release does not and will not constitute a breach or default under any agreement by which Releasor is bound.

It is further understood and agreed that there is no promise or agreement on the part of Releasee to do or omit to do any act or thing not herein mentioned, that this Settlement Agreement and Release contains the entire agreement between the parties hereto, and that the terms of this Settlement Agreement and Release are contractual and not a mere recital.

WITNESS my hand and seal this _____ day of _____, 2016.

Witnesses:

Oconee Joint Regional Sewer Authority

By: _____

Its: _____

WITNESS my hand and seal this _____ day of _____, 2016.

Witnesses:

Oconee County

By: _____

Its: _____

Monthly Retail Wastewater Rates Effective January 1, 2024

Description	Meter Factor	Amount
-------------	--------------	--------

Monthly Base Charge by Water

Meter Size:

5/8-Inch or 3/4-Inch	1.0	\$	20.00
1.0-Inch	2.5	\$	50.00
1.5-Inch	5.0	\$	100.00
2.0-Inch	8.0	\$	160.00
3.0-Inch	16.0	\$	320.00
4.0-Inch	25.0	\$	500.00
6.0-Inch	50.0	\$	1,000.00
8.0-Inch	80.0	\$	1,600.00

Monthly Customer/Admin Charge \$ 4.00

Assumes Pioneer Rural Water District will charge OJRSA a fee for meter reading, billing and processing.

Volumetric Rate/1,000 Gallons \$ 6.38

This is the average of OJRSA's current residential and non-residential volumetric rates.

Note: The rates provided herein are for informational purposes only. They are not based on any cost recovery or cost of service

EXAMPLE

Monthly Sewer Bill for 5,000 Gallons/Month by 3/4-Inch Meter

Monthly Base	\$	20.00
Admin Fee (assumed)	\$	4.00
Volumetric Rate/1,000 Gallons	\$	31.90
	\$	55.90



RESOLUTION 2024-08

Adoption of Board and Committee Meeting Policy

A RESOLUTION ADOPTING A POLICY OF THE OCONEE JOINT REGIONAL SEWER AUTHORITY REGARDING BOARD PROCEDURAL MATTERS; AND OTHER MATTERS RELATED THERETO.

NOW, THEREFORE, BE IT RESOLVED by the Oconee Joint Regional Sewer Authority Commission (the "Commission"), the governing body of the Oconee Joint Regional Sewer Authority, South Carolina ("OJRSA") in a meeting duly assembled as follows:

Section 1 Findings. The Commission hereby makes the following findings of fact in connection with the adoption of this resolution (this "Resolution"):

- A. OJRSA was established pursuant to Title 6, Chapter 25 of the Code of Laws of South Carolina 1976, as amended (the "Act") by its three member-municipalities: the City of Seneca, the City of Walhalla, and the City of Westminster under the terms of an Intergovernmental Agreement dated October 31, 2007 (the "Agreement").
- B. Pursuant to the Act and the Agreement, the Commission is tasked with the management and control over the joint regional sewer system owned by OJRSA.
- C. In fulfilling this charge, the Commission previously adopted Resolution 2021-01 dated July 6, 2020, establishing a Board and Committee Meeting Policy (the "Meeting Policy") regarding the conduct of meetings.
- D. The Commission has determined that a benefit may be realized by authorizing meetings to be conducted via telephonic or other electronic means whenever necessary and convenient for carrying out the business of OJRSA, and it is appropriate to adopt this Resolution providing for certain amendments to the Meeting Policy.

Section 2 Adoption. In accordance with the findings above, the Commission hereby adopts the amended and restated Meeting Policy as set forth at Exhibit A.

Section 3 Effective Date. The amended and restated Meeting Policy is effective immediately upon the adoption of this Resolution. All resolutions or policies (including the former Meeting Policy) that are in conflict with the provisions of this Resolution or the Meeting Policy are hereby repealed to the extent of the conflict or inconsistency or in their entirety where the conflict or inconsistency is not severable from such document.

DONE AND ADOPTED by the Oconee Joint Regional Sewer Authority Board of Commissioners, Seneca, South Carolina on this 4th day of March 2024.



Brian Ramey, Chair
OJRSA Board of Commissioners

Attest: 

Lynn Stephens, Secretary/Treasurer
OJRSA Board of Commissioners -and-
OJRSA Office Manager

Approved as to form:



Larry Brandt, OJRSA Attorney

Date: 3-4-24

<seal>

Exhibit A

Attached beginning on following page

Table of Contents

Definitions, Acronyms, and Format	1
Definitions.....	1
Acronyms and Abbreviations.....	2
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Section 1 – Adoption	2
Section 2 – Policy	2
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2.2 Emergency Meetings	3
2.3 Electronic Meetings	4
2.4 Rescheduling of Meetings.....	4
2.5 Cancelation of Meetings	4
Revision History	5

DEFINITIONS, ACRONYMS, AND FORMAT

This Section of the *Board and Committee Meeting Policy* contains definitions, acronyms, abbreviations, and formatting that are specific to this document.

DEFINITIONS

The following words, unless the context, custom or intent clearly indicates otherwise, shall mean:

Abstention Vote means a parliamentary procedure by which a member of the Board present at a meeting and qualified to vote abstains from voting and does not cast a ballot.

Board means the OJRSA Board of Commissioners.

Declared Emergency means a proclamation that is made by either the President of the United States, Governor of South Carolina, any one of the councils governing one of the Member Cities, or Oconee County council when they believe a disaster has occurred or is imminent that is severe enough to cause substantial damages, loss, hardship, or suffering. It can be due to a natural or manmade disaster, severe weather, uncivil protest or rioting, disease, or other qualifying event.

Emergency Meeting means rare meetings that may occur due to a disaster or other activity which can impair public health or safety.

Executive Committee is as defined in Article VII, Section 5 of the *OJRSA Bylaws*.

Freedom of Information Act (or FOIA) means Title 30, Chapter 4 of the Code of Laws of South Carolina 1976, as amended. Its purpose is to have community business conducted in an open and public manner in order for the citizens to help formulate public policy and be advised of the performance of public officials.

Meeting means the convening of a quorum of the constituent membership of a public body, whether corporal or by means of electronic equipment, to discuss or act upon a matter over which the public body has supervision, control, jurisdiction, or advisory power. (SC Code of Laws 30-4-20(d)). Meetings can be of any type defined in the *OJRSA Bylaws* or within this Policy.

Member City means the cities of Seneca, Walhalla, and Westminster.

Board and Committee Meeting Policy
March 4, 2024

Non-Verbal Communication means Notes, text messages, and other such forms of non-verbal communication exchanged by Commissioners with other Commissioners, governing officials (i.e., elected members of the Member Cities, Oconee Council members, etc.), or members of the public that may or may not be present at the meeting.

Public Comment means the period of any meeting of the Board during which residents are permitted to engage with the Board by making public statements to be included in the minutes of the meeting. Public Comment is not mandatory and is subject to inclusion on the Agenda.

Public Hearing means the hearing scheduled before the Board during which the Board will receive comments from the public on a specified matter or action. During a Public Hearing, both proponents and opponents will have an opportunity to be heard. The South Carolina Code of Laws 1976, as amended, sets forth specific actions which require the Board to conduct a Public Hearing. Public Hearings are conducted for a narrow purpose and comments must be related to the purpose of the Public Hearing.

Quorum means a simple majority of the total membership of the Board or any Committee shall constitute a quorum for the conduct of any business at a Meeting. A Board member present (either physically or by telephonic or other electronic means) but disqualified from voting on a question by state law due to a conflict of interest shall not be counted for purposes of a quorum.

ACRONYMS AND ABBREVIATIONS

FOIA: Freedom of Information Act	SC: South Carolina
OJRSA: Oconee Joint Regional Sewer Authority	US: United States

DOCUMENT FORMAT

This manual contains fonts and styles that mean certain things, including points of emphasis or reference other sections or materials. Below is a list of the types used within this manual and what it represents when encountered in the *Board and Committee Meeting Policy*.

<i>Italics</i>	Title of books, manuals, and other documents
MIX-SIZED CAPITAL LETTERS	Name of sections or appendices in a book, manual, or other document

SECTION 1 – ADOPTION

The *Board and Committee Meeting Policy* (“Policy”) shall become effective in accordance with OJRSA Resolution 2024-08.

SECTION 2 – POLICY

2.1 GENERAL MEETING POLICIES

- A. The following conditions apply to all public meeting types held by OJRSA regardless of the format the meeting is held in as described in SECTION 2 of this Policy.
 - 1. Non-Verbal Communications, as described in the Definitions section, is strongly discouraged during Meetings as such communications are outside the spirit of open discussion of topics under the Freedom of Information Act. If, however, a Commissioner participates in non-verbal communication, then the following applies:
 - a. The documents are to be copied by the OJRSA Secretary/Treasurer and must be maintained with the Meeting minutes as part of the record.
 - b. The Non-Verbal Communications are to be made available to the public upon request under the FOIA unless they are determined by the OJRSA Attorney to be exempt from public disclosure. The *OJRSA Freedom of Information Act Policy* applies to such requests.

Board and Committee Meeting Policy
March 4, 2024

- c. Any deviation from this requirement must be made by a majority vote of the Board on a case-by-case basis.
- 2. Notes made for personal use during the Meetings by Commissioners are allowed and are not required to be submitted for the record.
- B. Other conditions for Meetings as stated in the current version of the *OJRSA Bylaws* apply to all Meetings contained within this Policy.
- C. All motions of the Board must pass by a majority vote of Board members present at a Meeting. If there is an Abstention Vote, there is no vote to be counted, yet the Board member's presence is considered for the purpose of determining a majority. If a Board member is disallowed from voting due to a conflict of interest the presence of the Board member is not considered for the purpose of determining a majority. Board members are strongly encouraged to participate in the decision-making process unless there is a documented conflict of interest.
- D. Board members may attend any regular, special, or Emergency Meeting of the Board by telephonic or other electronic means, and shall be considered present for all purposes, if the Meeting has been properly noticed, and all Board members and members of the public can reasonably hear the public proceedings and be heard, if and as applicable. Any number of There must be a Quorum of Board members physically present to conduct any regular or special Meeting of the Board.
- E. Board members in attendance by telephonic or other electronic means shall have all rights, including, but not limited to, the right to make motions, second motions, and discuss and vote on all matters under consideration by the Board.
- F. No member of the Board may leave the Meeting (or the electronic forum, as applicable) while in public session without permission of the presiding officer.
- G. Public remarks received during Public Comment must be related to agenda items. Public Comment is not mandatory and its conduct is subject to the inclusion of a Public Comment period on the agenda.
- H. Individuals wishing to provide comments during a Public Hearing or a Public Comment period must be customers of the OJRSA or demonstrate how the matter subject to discussion impacts them individually.
- I. Written comments will only be received for Public Hearings and are subject to the limitations set forth in SECTION 2.1(G). Individuals wishing to provide written comments may email comments to the Secretary/Treasurer no later than one (1) hour prior to the scheduled time for such Public Hearing, and the Board Chair (or other presiding official) shall read such comments aloud during the Public Hearing.

2.2 EMERGENCY MEETINGS

- A. Emergency Meetings only apply to the Board or the Executive Committee as defined in the *OJRSA Bylaws*.
- B. In the event of an Emergency Board Meeting, the Board Chair may determine waive the condition set forth at SECTION 2.1(D) of this Policy requiring that a quorum be physically present at the Emergency Meeting. If such condition is waived, any number of Board members, including all, may attend telephonically or by other electronic means
- C. To have an Emergency Meeting, the Board Chair or Executive Director must determine if a Meeting is necessary due to a matter of public health or safety and that the emergency is so time-sensitive that the Board cannot reasonably provide at least 24 hours' notice of the Meeting to the public and media.
- D. Rules requiring a Quorum apply to Emergency Meetings; however, if there are not enough members of the Board to constitute a Quorum, then an Executive Committee meeting shall be conducted and its decisions shall carry the weight as if considered and voted on by the Board.
- E. Emergency Meetings do not have a requirement for advance public notice per FOIA; however, OJRSA shall make every attempt to provide at least 24 hours' notice of the Emergency Meeting to the public and media if possible and if not, as much notice as possible taking into account how immediately time sensitive the issue is.
- F. The only items eligible for consideration are those that are directly associated with the emergency.
- G. Emergency Meetings conducted via electronic means shall not take place via social media, text messages, email, private phone conversations or any other method that violates the spirit of the FOIA. Such participation could be considered illegal and subject to penalties enforced by the State of South Carolina.
- H. Emergency Meetings conducted via electronic means shall be recorded and preserved as required by the FOIA

Board and Committee Meeting Policy
March 4, 2024

and the *OJRSA Records Retention Policy* as approved by the South Carolina Department of Archives and History.

- I. Minutes of all Emergency Meetings conducted via electronic means shall be made available to the public as required by the Freedom of Information Act with matters exempt from disclosure pursuant to FOIA redacted.
- J. Board members will receive a per diem for participating in Emergency Meetings via electronic means.
- K. Emergency Meeting agendas do not have to provide a time for Public Comment and it is at the discretion of the Board Chair to determine if a Public Comment period will be allowed prior or following the discussion and action items as listed on the agenda.
- L. To the extent Public Comment is included on the agenda of an Emergency Meeting conducted via electronic means, individuals wishing to provide written comments may email comments to the Secretary/Treasurer no later than one (1) hour prior to the scheduled time for such Emergency Meeting, and the Board Chair (or other presiding official) shall read such comments aloud during the Emergency Meeting.

2.3 ELECTRONIC MEETINGS

- A. Per FOIA, public bodies such as OJRSA may conduct Meetings via means of electronic communication. All laws contained within the Freedom of Information Act are to be strictly adhered to.
- B. A special media release shall be sent out to the press and other contacts informing them about the electronic Meeting and how they can participate.
- C. The Board Chair will lead the electronic Meeting in the same manner as a regular Meeting. He/she has the ability to use tools contained within the selected electronic media method in order to moderate, receive public input, discuss agenda items, and vote.
- D. Electronic Meetings shall not take place via social media, text messages, email, private phone conversations or any other method that violates the spirit of the FOIA. Such participation could be considered illegal and subject to penalties enforced by the State of South Carolina.
- E. All electronic Meetings shall be recorded and preserved as required by the FOIA and the *OJRSA Records Retention Policy* as approved by the South Carolina Department of Archives and History.
- F. Minutes of all electronic Meetings of the Board shall be made available to the public as required by the FOIA with matters exempt from disclosure pursuant to FOIA redacted.
- G. Board members will receive a per diem for participating in electronic Meetings.

2.4 RESCHEDULING OF MEETINGS

- A. Meetings can be rescheduled by vote of the Board or Committee in open session prior to the meeting that is to be rescheduled. The Executive Director cannot reschedule a Meeting him/herself without approval from the Board or Committee.
- B. If a Meeting is rescheduled as a result of conflict with the Executive Director's schedule, the per diem shall be paid to all members regardless of their ability to attend the meeting or not, including if the rescheduled meeting has to be canceled for any reason.
- C. If a Meeting is rescheduled by the Board or Committee members, then those not attending the Meeting are not eligible for their per diem.

2.5 CANCELATION OF MEETINGS

- A. Meetings may be canceled for any the following reasons:
 - 1. Vote or request by Board or Committee,
 - 2. Lack of Quorum,
 - 3. Lack of response from members regarding their attendance; thus, it is not known whether a Quorum will be present,
 - 4. Lack of agenda items (as presented by either the Board/Committee members or the Executive Director),
 - 5. Conflict with OJRSA staff schedules that cannot be postponed,
 - 6. Actuality of potential impact caused by severe weather (other than thunderstorms, which are frequent occurrences to the area),
 - 7. A Declared Emergency, or

Board and Committee Meeting Policy
March 4, 2024

- 8. At the request of the Governor or General Assembly of the State of South Carolina
- B. If a Meeting is canceled for reasons identified in SECTION 2 parts 2.5.A.1, 2.5.A.2, or 2.5.A.3 of this Policy, then per diem shall not be paid to any members of the Board or Committee for the canceled Meeting.
- C. The Board or Committee members shall receive their per diem if a Meeting is canceled for any other reason.

REVISION HISTORY

This and previous editions must be maintained in accordance with the *OJRSA Records Retention Policy*.

Table 1: Board and Committee Meeting Policy history

Revision Number	Date	Description of Changes
0000	07/06/2020	Initial issue of comprehensive <i>Board and Committee Meeting Policy</i> by <i>OJRSA Resolution 2021-01</i>
0001	03/04/2024	Policy modified to allow for Commissioners to attend meetings through electronic means as well as other non-substantive matters as revised by OJRSA legal counsel. Adopted as <i>OJRSA Resolution 2024-08</i> .



RESOLUTION 2024-08

Adoption of Board and Committee Meeting Policy

A RESOLUTION ADOPTING A POLICY OF THE OCONEE JOINT REGIONAL SEWER AUTHORITY REGARDING BOARD PROCEDURAL MATTERS; AND OTHER MATTERS RELATED THERETO.

NOW, THEREFORE, BE IT RESOLVED by the Oconee Joint Regional Sewer Authority Commission (the “Commission”), the governing body of the Oconee Joint Regional Sewer Authority, South Carolina (“OJRSA”) in a meeting duly assembled as follows:

Section 1 Findings. The Commission hereby makes the following findings of fact in connection with the adoption of this resolution (this “Resolution”):

- A. OJRSA was established pursuant to Title 6, Chapter 25 of the Code of Laws of South Carolina 1976, as amended (the “Act”) by its three member-municipalities: the City of Seneca, the City of Walhalla, and the City of Westminster under the terms of an Intergovernmental Agreement dated October 31, 2007 (the “Agreement”).
- B. Pursuant to the Act and the Agreement, the Commission is tasked with the management and control over the joint regional sewer system owned by OJRSA.
- C. In fulfilling this charge, the Commission previously adopted Resolution 2021-01 dated July 6, 2020, establishing a Board and Committee Meeting Policy (the “Meeting Policy”) regarding the conduct of meetings.
- D. The Commission has determined that a benefit may be realized by authorizing meetings to be conducted via telephonic or other electronic means whenever necessary and convenient for carrying out the business of OJRSA, and it is appropriate to adopt this Resolution providing for certain amendments to the Meeting Policy.

Section 2 Adoption. In accordance with the findings above, the Commission hereby adopts the amended and restated Meeting Policy as set forth at Exhibit A.

Section 3 Effective Date. The amended and restated Meeting Policy is effective immediately upon the adoption of this Resolution. All resolutions or policies (including the former Meeting Policy) that are in conflict with the provisions of this Resolution or the Meeting Policy are hereby repealed to the extent of the conflict or inconsistency or in their entirety where the conflict or inconsistency is not severable from such document.

DONE AND ADOPTED by the Oconee Joint Regional Sewer Authority Board of Commissioners, Seneca, South Carolina on this 4th day of March 2024.

Brian Ramey, Chair
 OJRSA Board of Commissioners

Attest: _____
Lynn Stephens, Secretary/Treasurer
 OJRSA Board of Commissioners -and-
 OJRSA Office Manager

Approved as to form:

Larry Brandt, OJRSA Attorney

Date: _____

Exhibit A

Attached beginning on following page

DRAFT
For Consideration
by OJRSA Board

Board and Committee Meeting Policy
March 4, 2024

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DEFINITIONS, ACRONYMS, AND FORMAT

This Section of the *Board and Committee Meeting Policy* contains definitions, acronyms, abbreviations, and formatting that are specific to this document.

DEFINITIONS

The following words, unless the context, custom or intent clearly indicates otherwise, shall mean:

Abstention Vote means a parliamentary procedure by which a member of the Board present at a meeting and qualified to vote abstains from voting and does not cast a ballot.

Board means the OJRSA Board of Commissioners.

Declared Emergency means a proclamation that is made by either the President of the United States, Governor of South Carolina, any one of the councils governing one of the Member Cities, or Oconee County council when they believe a disaster has occurred or is imminent that is severe enough to cause substantial damages, loss, hardship, or suffering. It can be due to a natural or manmade disaster, severe weather, uncivil protest or rioting, disease, or other qualifying event.

Emergency Meeting means rare meetings that may occur due to a disaster or other activity which can impair public health or safety.

Executive Committee is as defined in Article VII, Section 5 of the *OJRSA Bylaws*.

Freedom of Information Act (or FOIA) means Title 30, Chapter 4 of the Code of Laws of South Carolina 1976, as amended. Its purpose is to have community business conducted in an open and public manner in order for the citizens to help formulate public policy and be advised of the performance of public officials.

Meeting means the convening of a quorum of the constituent membership of a public body, whether corporal or by means of electronic equipment, to discuss or act upon a matter over which the public body has supervision, control, jurisdiction, or advisory power. (SC Code of Laws 30-4-20(d)). Meetings can be of any type defined in the *OJRSA Bylaws* or within this Policy.

Member City means the cities of Seneca, Walhalla, and Westminster.

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Non-Verbal Communication means Notes, text messages, and other such forms of non-verbal communication exchanged by Commissioners with other Commissioners, governing officials (i.e., elected members of the Member Cities, Oconee Council members, etc.), or members of the public that may or may not be present at the meeting.

Public Comment means the period of any meeting of the Board during which residents are permitted to engage with the Board by making public statements to be included in the minutes of the meeting. Public Comment is not mandatory and is subject to inclusion on the Agenda.

Public Hearing means the hearing scheduled before the Board during which the Board will receive comments from the public on a specified matter or action. During a Public Hearing, both proponents and opponents will have an opportunity to be heard. The South Carolina Code of Laws 1976, as amended, sets forth specific actions which require the Board to conduct a Public Hearing. Public Hearings are conducted for a narrow purpose and comments must be related to the purpose of the Public Hearing.

Quorum means a simple majority of the total membership of the Board or any Committee shall constitute a quorum for the conduct of any business at a Meeting. A Board member present (either physically or by telephonic or other electronic means) but disqualified from voting on a question by state law due to a conflict of interest shall not be counted for purposes of a quorum.

ACRONYMS AND ABBREVIATIONS

FOIA: Freedom of Information Act

SC: South Carolina

OJRSA: Oconee Joint Regional Sewer Authority

US: United States

DOCUMENT FORMAT

This manual contains fonts and styles that mean certain things, including points of emphasis or reference other sections or materials. Below is a list of the types used within this manual and what it represents when encountered in the *Board and Committee Meeting Policy*.

Italics

Title of books, manuals, and other documents

MIX-SIZED CAPITAL LETTERS

Name of sections or appendices in a book, manual, or other document

SECTION 1 – ADOPTION

The *Board and Committee Meeting Policy* ("Policy") shall become effective in accordance with OJRSA Resolution 2024-08.

SECTION 2 – POLICY

2.1 GENERAL MEETING POLICIES

- A. The following conditions apply to all public meeting types held by OJRSA regardless of the format the meeting is held in as described in SECTION 2 of this Policy.
1. Non-Verbal Communications, as described in the Definitions section, is strongly discouraged during Meetings as such communications are outside the spirit of open discussion of topics under the Freedom of Information Act. If, however, a Commissioner participates in non-verbal communication, then the following applies:
 - a. The documents are to be copied by the OJRSA Secretary/Treasurer and must be maintained with the Meeting minutes as part of the record.
 - b. The Non-Verbal Communications are to be made available to the public upon request under the FOIA unless they are determined by the OJRSA Attorney to be exempt from public disclosure. The *OJRSA Freedom of Information Act Policy* applies to such requests.

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- c. Any deviation from this requirement must be made by a majority vote of the Board on a case-by-case basis.
- 2. Notes made for personal use during the Meetings by Commissioners are allowed and are not required to be submitted for the record.
- B. Other conditions for Meetings as stated in the current version of the *OJRSA Bylaws* apply to all Meetings contained within this Policy.
- C. All motions of the Board must pass by a majority vote of Board members present at a Meeting. If there is an Abstention Vote, there is no vote to be counted, yet the Board member's presence is considered for the purpose of determining a majority. If a Board member is disallowed from voting due to a conflict of interest the presence of the Board member is not considered for the purpose of determining a majority. Board members are strongly encouraged to participate in the decision-making process unless there is a documented conflict of interest.
- D. Board members may attend any regular, special, or Emergency Meeting of the Board by telephonic or other electronic means, and shall be considered present for all purposes, if the Meeting has been properly noticed, and all Board members and members of the public can reasonably hear the public proceedings and be heard, if and as applicable. Any number of There must be a Quorum of Board members physically present to conduct any regular or special Meeting of the Board.
- E. Board members in attendance by telephonic or other electronic means shall have all rights, including, but not limited to, the right to make motions, second motions, and discuss and vote on all matters under consideration by the Board.
- F. No member of the Board may leave the Meeting (or the electronic forum, as applicable) while in public session without permission of the presiding officer.
- G. Public remarks received during Public Comment must be related to agenda items. Public Comment is not mandatory and its conduct is subject to the inclusion of a Public Comment period on the agenda.
- H. Individuals wishing to provide comments during a Public Hearing or a Public Comment period must be customers of the OJRSA or demonstrate how the matter subject to discussion impacts them individually.
- I. Written comments will only be received for Public Hearings and are subject to the limitations set forth in SECTION 2.1(G). Individuals wishing to provide written comments may email comments to the Secretary/Treasurer no later than one (1) hour prior to the scheduled time for such Public Hearing, and the Board Chair (or other presiding official) shall read such comments aloud during the Public Hearing.

2.2 EMERGENCY MEETINGS

- A. Emergency Meetings only apply to the Board or the Executive Committee as defined in the *OJRSA Bylaws*.
- B. In the event of an Emergency Board Meeting, the Board Chair may determine waive the condition set forth at SECTION 2.1(D) of this Policy requiring that a quorum be physically present at the Emergency Meeting. If such condition is waived, any number of Board members, including all, may attend telephonically or by other electronic means
- C. To have an Emergency Meeting, the Board Chair or Executive Director must determine if a Meeting is necessary due to a matter of public health or safety and that the emergency is so time-sensitive that the Board cannot reasonably provide at least 24 hours' notice of the Meeting to the public and media.
- D. Rules requiring a Quorum apply to Emergency Meetings; however, if there are not enough members of the Board to constitute a Quorum, then an Executive Committee meeting shall be conducted and its decisions shall carry the weight as if considered and voted on by the Board.
- E. Emergency Meetings do not have a requirement for advance public notice per FOIA; however, OJRSA shall make every attempt to provide at least 24 hours' notice of the Emergency Meeting to the public and media if possible and if not, as much notice as possible taking into account how immediately time sensitive the issue is.
- F. The only items eligible for consideration are those that are directly associated with the emergency.
- G. Emergency Meetings conducted via electronic means shall not take place via social media, text messages, email, private phone conversations or any other method that violates the spirit of the FOIA. Such participation could be considered illegal and subject to penalties enforced by the State of South Carolina.
- H. Emergency Meetings conducted via electronic means shall be recorded and preserved as required by the FOIA

Board and Committee Meeting Policy
March 4, 2024

and the *OJRSA Records Retention Policy* as approved by the South Carolina Department of Archives and History.

- I. Minutes of all Emergency Meetings conducted via electronic means shall be made available to the public as required by the Freedom of Information Act with matters exempt from disclosure pursuant to FOIA redacted.
- J. Board members will receive a per diem for participating in Emergency Meetings via electronic means.
- K. Emergency Meeting agendas do not have to provide a time for Public Comment and it is at the discretion of the Board Chair to determine if a Public Comment period will be allowed prior or following the discussion and action items as listed on the agenda.
- L. To the extent Public Comment is included on the agenda of an Emergency Meeting conducted via electronic means, individuals wishing to provide written comments may email comments to the Secretary/Treasurer no later than one (1) hour prior to the scheduled time for such Emergency Meeting, and the Board Chair (or other presiding official) shall read such comments aloud during the Emergency Meeting.

2.3 ELECTRONIC MEETINGS

- A. Per FOIA, public bodies such as OJRSA may conduct Meetings via means of electronic communication. All laws contained within the Freedom of Information Act are to be strictly adhered to.
- B. A special media release shall be sent out to the press and other contacts informing them about the electronic Meeting and how they can participate.
- C. The Board Chair will lead the electronic Meeting in the same manner as a regular Meeting. He/she has the ability to use tools contained within the selected electronic media method in order to moderate, receive public input, discuss agenda items, and vote.
- D. Electronic Meetings shall not take place via social media, text messages, email, private phone conversations or any other method that violates the spirit of the FOIA. Such participation could be considered illegal and subject to penalties enforced by the State of South Carolina.
- E. All electronic Meetings shall be recorded and preserved as required by the FOIA and the *OJRSA Records Retention Policy* as approved by the South Carolina Department of Archives and History.
- F. Minutes of all electronic Meetings of the Board shall be made available to the public as required by the FOIA with matters exempt from disclosure pursuant to FOIA redacted.
- G. Board members will receive a per diem for participating in electronic Meetings.

2.4 RESCHEDULING OF MEETINGS

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Board and Committee Meeting Policy
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DRAFT
For Consideration
by OJRSA Board

I-85 CORRIDOR SEWER EXPANSION

ENGINEER: DAVIS & FLOYD, INC.

CONTRACTOR: DON MOORHEAD CONSTRUCTION COMPANY

DATE: MARCH 1, 2024

COUNCIL BRIEFING/UPDATE

CONSTRUCTION PROGRESS

TESTING FOR CROSS-COUNTRY PHASE 2A GRAVITY SEWER PIPE IS PARTIALLY COMPLETE.

12" PHASE 1B FORCE MAIN PASSED TESTING.

10" PHASE 2B FORCE MAIN IS COMPLETE AND READY FOR TESTING.

THE WET WELLS HAVE BEEN INSTALLED FOR BOTH PUMP STATIONS.

CONTRACTOR IS INSTALLING PHASE 1A GRAVITY SEWER ALONG SC-59 AND IS APPROXIMATELY 70% COMPLETE. ADDITIONAL EASEMENT HAS BEEN SECURED BY OJRSA TO PROVIDE ENOUGH SPACE FOR CONTRACTOR TO INSTALL THIS SECTION OF SEWER.

ROCK WAS BLASTED FOR SEWER INSTALLATION ALONG SC-59 (OUTSIDE RW). APPROXIMATELY HALF OF ROCK EXCAVATION BUDGET REMAINS.

FINANCIAL

ORIGINAL CONTRACT AMOUNT: \$12,311,447.00

CHANGE ORDER NO. 1: (\$467,994.79)

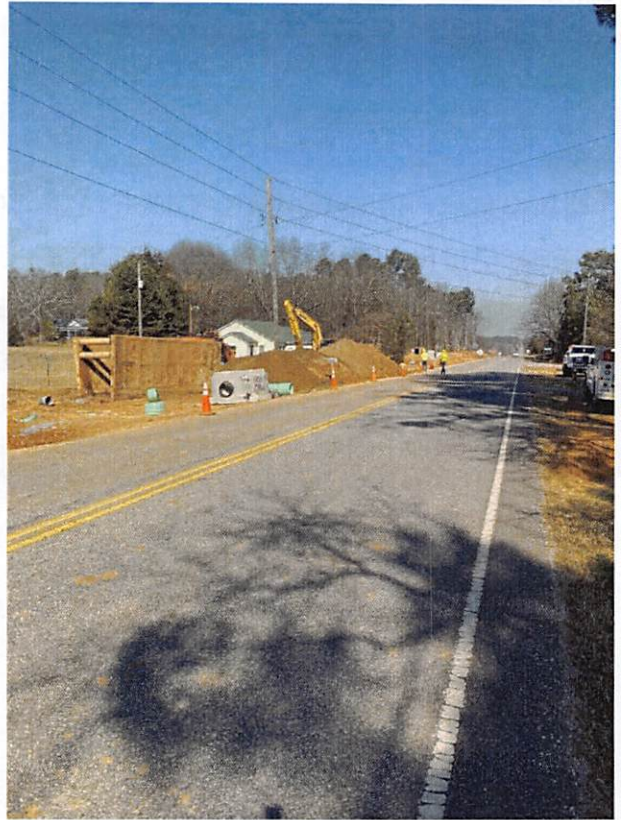
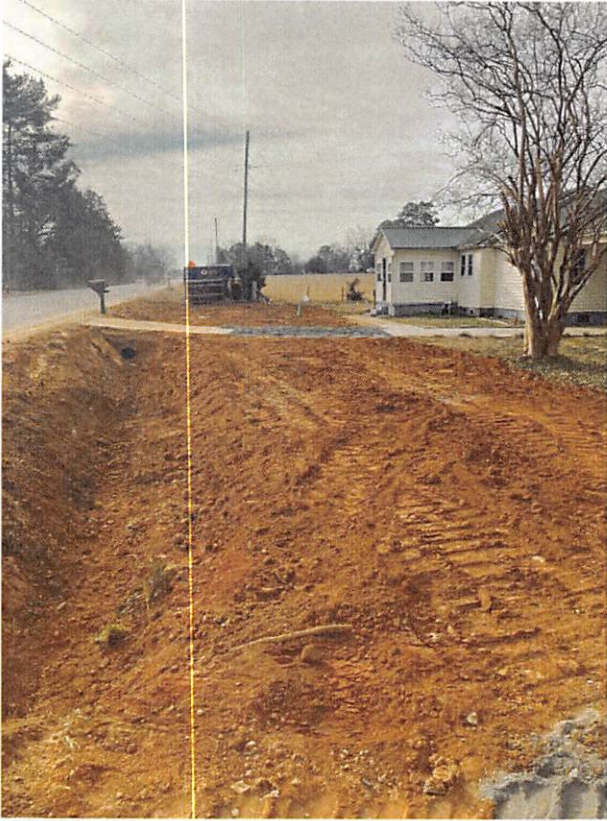
CURRENT CONTRACT AMOUNT: \$11,843,452.21

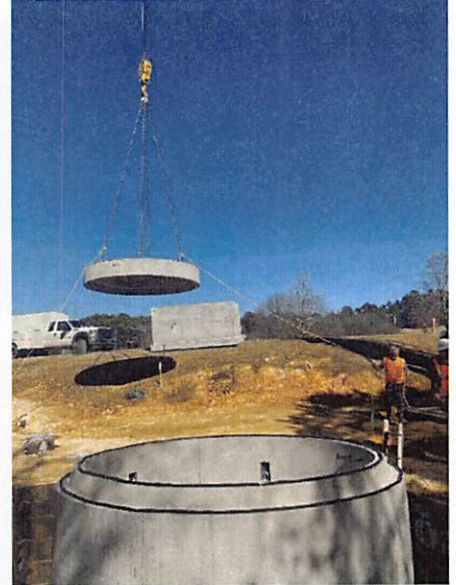
APPROXIMATE VALUE OF WORK INSTALLED TO DATE: \$7,545,401.92 OR 64% OF CURRENT CONTRACT AMOUNT.

SCHEDULE

CONTRACTOR HAS REQUESTED A CONTRACT TIME EXTENSION OF 47 DAYS. CONTRACTOR IS PREPARING JUSTIFICATION FOR ENGINEER'S REVIEW. AN EXTENSION OF 47 DAYS WILL NOT REQUIRE A GRANT PERIOD EXTENSION.

SITE PHOTOS





Example: 100 home subdivision (As discussed during February 20, 2024 Finance & Administration (F&A) Committee meeting)

The costs in the example below are based on the current impact fees collected by OJRSA for treatment plant capacity expansion and upgrades only, not those associated with the conveyance system improvements necessary to deliver additional flow due to growth. This calculation to determine the “Treatment Only” portion of current \$15.25/gallon total impact fee¹ is:

$$\frac{\$15.25 \text{ per gallon}}{125\%} = \$12.20 \text{ per gallon for Treatment Only}$$

OJRSA METHOD OF CALCULATING TREATMENT ONLY IMPACT FEES DUE

OJRSA Impact Fee Policy uses a calculation that generally says that homes with a 2-inch water meter use 150 gallons per day (gpd).

$$100 \text{ Homes} \times 150 \frac{\text{gpd}}{\text{meter}} = 15,000 \text{ gpd for subdivision}$$

The total “Treatment Only” portion of the impact fees of \$12.20 per gallon per water meter is \$183,000.

$$\frac{\$12.20}{\text{gal}} \times 15,000 \text{ gpd} = \$183,000 \text{ collected for development}$$

SCDHEC METHOD OF CALCULATING TREATMENT ONLY IMPACT FEES DUE

SCDHEC Regulation 61-67 Appendix A says subdivisions are to be constructed using 300 gpd, not 150 gpd like OJRSA uses based on its Impact Fee Policy.

$$100 \text{ Homes} \times 300 \frac{\text{gpd}}{\text{meter}} = 30,000 \text{ gpd for subdivision}$$

The total “Treatment Only” portion of the impact fees of \$12.20 per gallon per water meter is \$366,000 **BUT** if were to use the approximate cost of \$19.60 per gallon for plant expansion as presented by Weston & Sampson (W&S) to the OJRSA F&A Committee on September 26, 2023, the cost to expand the treatment facility would be \$570,000.²

$$\frac{\$12.20}{\text{gal}} \times 30,000 \text{ gpd} = \$366,000 \text{ (based on OJRSA fee)}$$

$$\frac{\$19.60}{\text{gal}} \times 30,000 \text{ gpd} = \$588,000 \text{ (W&S suggested fee)}$$

There is a difference (deficit) of \$387,000 between what the OJRSA is collecting in impact fees for this development and what the projected cost will be to add the DHEC-based flow to the treatment facility via plant expansion. The calculation below does not include costs for conveyance system improvements, which are estimated by consultant to cost additional \$4.90/gallon in the W&S August 2023 memo.

$$\$183,000 \text{ collected by OJRSA} - \$588,000 \text{ needed to add SCDHEC R. 61 - 67 Appendix A capacity per home} = \mathbf{-\$405,000}$$

$$[\text{Per home: } \left(\frac{\$12.20}{\text{gal}} \times 150 \frac{\text{gpd}}{\text{meter}} \right) - \left(\frac{\$19.60}{\text{gal}} \times 300 \frac{\text{gpd}}{\text{home}} \right)] = \$1,830 \text{ collected by OJRSA method} - \$5,880 \text{ per DHEC \& W\&S method} = \mathbf{-\$4,050/home}$$

¹ As approved by OJRSA Board of Commissioner on October 2, 2023.

² W&S suggested \$19.60 per gallon for Treatment Plant Improvements and an additional 25% above this for Conveyance System Improvements (equal to an additional \$4.90 per gallon) needed to accommodate growth as stated in its August 21, 2023 memo to the OJRSA as presented to F&A Committee on September 26, 2023. Total recommended cost was \$24.50 per gallon.



OCONEE JOINT REGIONAL SEWER AUTHORITY

Operations & Planning Committee

February 14, 2024

The Operations & Planning Committee meeting was held at the Coneross Creek Wastewater Treatment Plant.

Commissioners that were present:

- Seat 1 (Seneca): Bob Faires, III (Committee Chairman)
- Seat 3 (Seneca): Scott McLane
- Seat 6 (Walhalla): Scott Parris
- Seat 9 (Walhalla & Westminster): David Dial

Commissioners that were not present:

- None. All Commissioners were in attendance.

OJRSA appointments and staff present were:

- Lynn Stephens, Secretary/Treasurer to the Board and Office Manager
- Chris Eleazer, Executive Director
- Kyle Lindsay, Operations Director
- Allison McCullough, Regulatory Services Coordinator

Others present were:

- Kevin Bronson, City of Westminster
- Joe Swaim, W.K. Dickson
- Angie Mettlen, W.K. Dickson
- Chris Brabham, SL&W
- Emily Taylor, SL&W
- Terry Reed, City of Westminster
- Kevin Harbin, City of Westminster
- Kaiden Sweetnam, City of Walhalla
- Zane Thompson, City of Walhalla
- Mike Stevenson, Habitat for Humanity
- Jon Goyert, Habitat for Humanity
- Michael Traynham, Maynard Nexsen (by virtual Microsoft Teams meeting)
- Jeremy Brashears, WK Dickson (by virtual Microsoft Teams meeting)

A) Call to Order - Mr. Faires called the meeting to order at 8:33 a.m.

B) Public Session – None.

C) Presentation and Discussion Items:

- 1. Consider Variance Request for Impact Fees Associated with Habitat for Humanity Eastpointe Subdivision Phase II** – Mr. Eleazer introduced the gentlemen from Habitat for Humanity who have come to request a variance for impact fees. Mr. Goyert and Mr. Stevenson introduced themselves, showed some slides to the committee (*made a part of these minutes*), and gave a little insight into their organization. Habitat pays for the homes through funding solely from mortgages, donations, and resale store sales. Habitat has also established an education fund for Habitat families. Habitat owners must buy their homes, but they get mortgages with 30-year interest free rates at an approximate cost of \$400 per month.

Mr. Goyert stated that Habitat is working on a new subdivision in West Union. Once the infrastructure is there, Habitat is planning to build four (4) homes per year for a total of twenty-seven (27) homes in seven (7) years' time. He explained that if they pay the impact fee for all

twenty-seven (27) homes at once, at a cost of approximately \$60,000, that would be around 10% of their total cost for the project. They are requesting a variance to either pay the impact fees for each home on a house-by-house basis as they are built or to pay the fee for four (4) homes each year.

Mr. Stevenson also explained how this project is different than any others they have done, as the subdivisions are usually fourteen to fifteen (14-15) homes, and this is the first time Habitat is responsible for the infrastructure to pay for the roads and utilities. Mr. Dial asked who oversees the power in that subdivision. Mr. Goyert said Duke is working on it at their cost and talking to them about possible donations.

Mr. Faires said there is no question about the value of what is provided, and it is an act of love from all the volunteers. Mr. Faires said the OJRSA will have this on the agenda for the full board, as this committee cannot make a decision on it. Mr. Eleazer replied that the O&P Committee can take this to the full board with or without recommendation.

Mr. Faires asked if Mr. Eleazer had any thoughts about this. Mr. Eleazer replied, no and that the OJRSA hasn't done this in the past that he's aware of. He added that the impact fee policy that was adopted years ago determined that when flows hit treatment plant (upon application for the building permit), that's when the fees were to be paid.

The Director added that Forestar, who asked (and was approved) for an impact fee variance at the board meeting earlier this month, is a for-profit developer, whereas Habitat is a non-profit organization, so this situation is a little different. Mr. Eleazer didn't offer any recommendations to the committee.

Mr. Dial said this situation is totally different, as Habitat is willing to pay the fee but just wants an alternate way to pay. Mr. Eleazer replied that Ms. Chassen of Forestar had the same request (to pay the fees for each house when they applied for the building permit instead of all of them at one time as the OJRSA policy now requires) about a year ago, and the O&P Committee denied that request. The Director added that the OJRSA has never waived an impact fee that he's aware of. One time the OJRSA donated to an organization in the amount of their impact fee cost, but the fee itself wasn't waived.

Mr. Faires said his thought was to charge the fee on a house-by-house basis. Mr. Dial asked Mr. Goyert and Mr. Stevenson which do they consider the best option out of the ones they stipulated. Mr. Goyert said it would be the house-by-house basis with a \$2,000-3,000 impact fee for each \$140,000 house.

Mr. Eleazer stated that Habitat would have to apply for capacity in the plant for the 27 homes and would normally pay the impact fee in full. Receipt of the application and payment would authorize the Executive Director to generate a letter to Habitat's engineer that OJRSA would accept waste which would get submitted with their construction permit application to SCDHEC. Without that letter from the OJRSA, SCDHEC would not authorize them to build the wastewater system to serve the development. There will be 8,100 gallons (27 homes x 300 gallons per day (GPD)) charged against the treatment plant as soon as SCDHEC issues the construction permit, no matter if the houses are constructed or not.

Mr. Eleazer said his only question that needs to be considered, if this variance is approved, is what fee would Habitat pay? Would they pay today's impact fee rate if they pay five (5) years from now, or would they pay the rate in place at the time? Scott Parris replied they would pay the fee at the time; all committee members agreed. Mr. Goyert stated that Habitat understands this and wouldn't expect different.

Mr. Stevenson reported that not in the presentation was the fact that there is a critical shortage of workforce housing, and the local cities are trying to keep the workforce (those who provide necessary services) in the local area and not moving elsewhere. In addition, it will help the Town of West Union with tax revenue and will also create more stable family units.

Mr. Dial asked if there would be one or two houses being built at a time. Mr. Goyert said that Habitat averages four (4) homes and year and has multiple foundations built first. Then the four (4)

homes are built in various stages where the construction crews can continuously work by moving to alternate houses according to weather conditions.

Mr. Parris made a motion, seconded by Mr. Dial, to recommend to the full board to authorize Habitat for Humanity to pay impact fees on a house-to-house basis at the rate at the time of payment with the reason being they are non-profit. The motion carried.

Mr. Eleazer thanked Habitat for their service. Mr. Dial said it was a good organization that he worked with in the past during his time in the army. Mr. Stevenson invited the committee members to volunteer for the construction team at any time.

2. Update on Current Projects (Exhibit A) – Chris Eleazer, Director – Mr. Eleazer distributed the updated projects list. He reported that OJRSA personnel have significantly made progress on the projects, and the report also specifies the projects that will span multiple budget years or will be paid by restricted funds.

Mr. Dial asked why the paving project was on hold. Mr. Lindsay said Hubbard came out last year and gave the OJRSA a budgetary number which was included in this year's budget. King Asphalt bought Hubbard and then King gave a new quote which was twice as high. Another paving company is coming out today to look at the project and give a quote.

Mr. Eleazer added that the asphalt has degraded to the point where it is being a stormwater issue due to sand and grit going into the onsite stormwater system. The OJRSA has an industrial stormwater permit for the site, and this work will rectify this long-term issue.

Committee to Consider 2024 Organizational Goals for Discussion at the March 4, 2024 Board of Commissioners Meeting – The committee members stated the following goals:

- Mr. Faires said just like he said in the board meeting last week, he looks forward to the completion of the feasibility study. He asked if the committee members had any other thoughts on goals.
- Scott McLane said that the OJRSA needs to keep having regular meetings with Oconee County.
- There were no other suggestions or recommendations.

Ms. Mettlen said there should be some information for the Central Basin Study coming out in April. Some of the data from that will be used in the feasibility study, and it is anticipated that the feasibility study should be done sometime around June.

D) Action Items to Recommend to the Board for Consideration – None.

E) Executive Director's Discussion and Compliance Concerns:

1. Environmental and Regulatory Compliance – Mr. Eleazer reported on three (3) subjects:

- Cane Creek Pump Station Gravity Line Break – There was a gravity line break on February 6, 2024, which was caused by erosion washing away from a pipe coming from the Cane Creek Pump Station. There was a problem with a SCDOT culvert along East Main Street which caused erosion near the 12" vitrified clay pipe. SCDOT was notified and immediately made repairs to the culvert, and the spill was reported to SCDHEC. Tugaloo Pipeline was called in to repair the line, and the OJRSA staff had to remain overnight to continuously pump the line out using multiple septic haulers until the repair was completed. Mr. Lindsay added that approximately twenty-eight (28) feet of pipe was replaced.

SCDOT put riprap in and rock near the culvert causing the problem. OJRSA put in more rock near another culvert and installed an additional culvert on the other side. OJRSA staff are also continuing to fill in the ditch. Mr. Dial asked if SCDOT was responsive, and Mr. Lindsay replied yes; they were on site the next day.

- Force Main Break on Speeds Creek 14" Pipe – Mr. Lindsay reported that the Speeds Creek force main broke due to the same corrosion of the pipe that has been reported before. Mr. Eleazer reported that the spill was close to 14,000 gallons and that Tugaloo Pipeline assisted with this break. He added that the OJRSA is waiting on the results of the Weston & Sampson study to

determine what to do with that pipe, as it had been recommended to bypass the force main to Seneca Pump Station and reduce the Speeds Creek Pump Station and force main. Mr. Eleazer doesn't want to do anything with that line until the study is complete.

- Odor Complaint from SCDHEC Along Davis Creek Road – The OJRSA received another odor complaint from SCDHEC for the Davis Creek Pump Station area. This has made six (6) nuisance complaints in that area in the last four (4) months.

2. Miscellaneous (If Any) – The Director reported that the OJRSA board chair asked him to provide a list of concerns and questions to Ms. Amanda Brock and to report the answers to the full board at the March board meeting. Mr. Eleazer stated that his questions and concerns have been numerous stated in previous board and committee meetings.

Mr. Eleazer reported that he emailed the board members requesting they provide him with any questions or concerns that they may have. A meeting will be scheduled with Ms. Brock, and Mr. Eleazer asked that the board members provide their list of concerns/questions to him by the end of the day of February 20, 2024. He wants to provide Ms. Brock with a list of the questions and concerns prior to their meeting so she has an opportunity to consider them. He will also group similar questions/concerns together into one request.

F) Committee Members' Discussion – None.

G) Satellite Sewer System Inflow & Infiltration Meeting – Mr. Michael Traynham and Mr. Jeremy Brashears attended the meeting via a virtual Microsoft Teams meeting. Mr. Eleazer reported the OJRSA had been working with WK Dickson (WKD) since 2020 (before the OJRSA ever was even issued the Notice of Alleged Violation (NOAV) letter from SCDHEC) to identify the needs of the organization and obtain prices to incorporate into the budget. Shortly thereafter, the OJRSA received the NOAV and entered a Consent Order with SCDHEC due to several significant sanitary sewer overflows, and the partnership with WKD continued. Item #3 as stated in the requirement of the Consent Order is to work with the satellite sewer systems to address issues with their inflow and infiltration (I&I).

The Director stated that 2023 was a strange year with weather, with a majority of the year's rain occurring in the first half of the year and much less any rain in the last half of the year. There was a three month period where there was virtually no rainfall at all, and as a result, the OJRSA was able to identify the true wastewater baseflow during this period as the inflow from rainwater and infiltration from groundwater was nearly nonexistent.

Mr. Eleazer introduced Mr. Joe Swaim. Mr. Swaim stated he is a project manager and engineer with WKD and was tasked with some Consent Order components and Regional Feasibility Study items. As part of the Consent Order, Item #3 (as mentioned by Mr. Eleazer) is to evaluate I&I. WKD did some high-level analysis in October (during the period of little rainfall) to show where the system was at this point. Mr. Swaim showed the committee some slides (*made a part of these minutes*).

Mr. Swaim said the analysis was based on the 2023 flow station report. Inspection reports were used for the satellite sewer systems. WKD also evaluated what the dry-weather flow was and the estimated allowable I&I from the satellite sewer systems based off the October 2023 Sewer Use Regulation Section 4.15. The flow numbers were consistent during the dry-weather flow in October. WKD also tried to evaluate a less-than-5-year storm event per the Sewer Use Regulation and used the 3.02" rainfall during Christmas 2023 that was closest to a 1-year storm event. Mr. Swaim reported that, in determining the estimated allowable I&I from the satellite sewer systems, WKD made the effort to provide the municipalities with higher amounts of linear footage (boosted by 20%) so as to not pinpoint but find a balance. Excessive I&I was identified for all Member Cities' systems.

Ms. Mettlen added that there is I&I coming from everywhere, and everyone is working collectively to try and identify the issues and deal with them. She stated that SCDHEC ordered OJRSA to do this analysis and work with each satellite sewer system to get documentation of what is being done to address the I&I issues. It is very good that the base flow was identified, because it gives the opportunity to monitor and document what is working to reduce the I&I.

Mr. Traynham said the OJRSA will be looking to the Member Cities for their path forward. With budget season coming around, the Member Cities need to plan accordingly for addressing these issues to comply with the SCDHEC Consent Order as issued to the OJRSA. If I&I issues are not addressed and it continues to create non-compliance within the OJRSA system, the OJRSA (and likely the Member Cities as well) will be in a worse position with SCDHEC (getting another enforcement issue and/or civil penalties). The Member Cities will get a request for a Corrective Action Plan from the OJRSA in the next week or so. This is a cooperative opportunity to work through these issues to try to avoid it becoming an enforcement issue. Ms. Mettlen added the OJRSA must document for SCDHEC where things are being worked on and what is being done.

Mr. Dial asked if this study has been done in any other county in the state, and if so, how Oconee County compares. Ms. Mettlen replied that they have done this for Lancaster County, which has old systems in old mill areas. Both systems (Lancaster's and the OJRSA systems) are old with not a lot of rehabilitation until recently. The study was done a little at a time, identifying the worst of the worst, because it is too much to do it all. The regulations and guidelines state to try and evaluate at least ten percent (10%) of the collection system each year, which helps the organization routinely stay on top of it and become more proactive rather than reactive. She added that this is not unusual; Mr. Faires agreed. She mentioned that it is intended to be a continuous cycle; that once you finish your initial evaluation of the system, then you start it all over again, and then again after that. Ms. Mettlen added that this ebbs and flows from a regulatory perspective, and that the EPA took a strong hand approach several years ago by doing enforcement action above the SCDHEC due to sanitary sewer system overflows, and the EPA is starting to look at overflows again.

Mr. Eleazer stated that this presentation was mostly for the Member Cities, but he showed a map that was submitted to SCDHEC of the OJRSA's priorities to budget for the next fiscal year (*made a part of these minutes*). The third phase of this will be a part of the 2025 budget year. A lot of the area around Westminster (southern and northern sides) needs rehabilitation and will go out for bids. The OJRSA will use SCIIP money for those repairs, and WKD is finalizing the design. The OJRSA recently completed cleaning and inspecting the large diameter pipe from the plant for approximately 20 segments when the OJRSA ran out of budgeted funds. The rest of the segments to where the Westminster sewer line meets the OJRSA line will be added to the next phase for the next fiscal year. He added that the 10% evaluation of the collection system is a continuous process; once the whole system has been evaluated, it will start over again. He also stated that he doesn't believe the OJRSA trunk sewers were ever cleaned out and that there was a large amount of grit cleaned out last fall.

Mr. Dial asked if SCDHEC is happy as long as progress is being made. Ms. Mettlen replied yes. Now WKD can analyze and show where progress is occurring. Mr. Eleazer stated the proof of that justification is on the OJRSA. Mr. Traynham agreed, saying the OJRSA is the primary regulated entity, and the burden is on the OJRSA to ensure the issues are being addressed.

Mr. Eleazer said he must submit reports to SCDHEC in May and November each year the Consent Order is active and must include what has been done in the past six (6) months. There were eleven (11) items to be addressed in these reports. Some have been completed and some are longer-term. Information on these items to be addressed will be sent to the Member Cities with timeframes to get them done. The Corrective Action Plan will be presented to the OJRSA by the end of April and begin July 1, 2024. Ms. Mettlen said the Corrective Action Plan's current purpose is to identify where the problems are, what the plan is, and what is being done to fix them. The information can come from an engineer the Member City is working with or from the Member City itself.

Mr. Faires thanked the operations people from the Member Cities for attending the meeting. Mr. Faires asked if anyone had any comments or questions. Mr. Bronson pointed out his long-standing complaint with the flow data and added that Westminster's measure point with the OJRSA is far away from Westminster's system. There may be I&I attributed to Westminster, but Walhalla's line may overflow and affect Westminster's data - and vice versa. He also expressed concern about the flow meters at the Coneross FMS and heavy flows causing Walhalla's lines to impact the flow readings of

Westminster – and vice versa. Mr. Eleazer pointed out that Mr. Swaim collected the data he reported on in December when there was a 1-year rain event, and the two flows should not have impacted one another. Mr. Bronson said that should be part of what is being reported to SCDHEC.

Mr. Lindsay stated that OJRSA bought an electronic float system just last week that will trigger the Mission (SCADA) system to let OJRSA know when those overflows are happening, and then the data will be disregarded when internal flooding within the station occurs. Ms. Mettlen added that there was, to the Member Cities' favor, some padding put in the report where the I&I is suspected to come from. She added that as the cities put together their plan, it would be helpful to receive recommendations on where to put temporary flow meters. Mr. Bronson said he has already sent many emails to Mr. Eleazer with those recommendations.

Mr. Eleazer said the information the OJRSA receives from the Member Cities is not being sent to SCDHEC unless SCDHEC asks for it. He added that Ms. Allison McCullough, who is OJRSA's Regulatory Services Coordinator, will be the liaison for this information.

H) Upcoming Meetings:

1. **Finance & Administrative Committee** – Tuesday, February 20, 2024 at 9:00 a.m. *(Date of meeting changed by Committee.)*
2. **Board of Commissioners** – Monday, March 4, 2024 at 4:00 p.m.
3. **Operations & Planning Committee** – Wednesday, March 20, 2024 at 8:30 a.m.

I) Adjourn – The meeting adjourned at 9:54 a.m.

Notification of the meeting was distributed on February 9, 2024 to *Upstate Today*, *Anderson Independent-Mail*, *Westminster News*, *Keowee Courier*, WGOG Radio, WSNW Radio, City of Seneca Council, City of Walhalla Council, City of Westminster Council, Oconee County Council, SC DHEC, www.ojrsa.org, and posted at the OJRSA Administration Building.



Operations & Planning Committee Meeting

OJRSA Operations & Administration Building

Lamar Bailes Board Room

February 14, 2024 at 8:30 a.m.

Agenda

- A. **Call to Order** – Bob Faires, Committee Chair
- B. **Public Session** – Receive comments relating to topics on this agenda. Session is limited to a maximum of 30 minutes with no more than 5 minutes per speaker.
- C. **Presentation and Discussion Items** *[May include Vote and/or Action on matters brought up for discussion]*
 1. Consider variance request for impact fees associated with Habitat for Humanity Eastpointe Subdivision Phase II – Oconee County Habitat for Humanity
 2. Update on current projects (Exhibit A) – Chris Eleazer, Director
 3. Committee to consider 2024 organizational goals for discussion at the March 4, 2024 Board of Commissioners meeting – Bob Faires, Committee Chair
- D. **Action Items to Recommend to the Board for Consideration**
 - None
- E. **Executive Director's Discussion and Compliance Concerns** – Chris Eleazer, Director
 1. Environmental and regulatory compliance
 2. Miscellaneous *(if any)*
- F. **Committee Members' Discussion** – Bob Faires, Committee Chair
Discussion can be related to matters addressed in this meeting or for future consideration by this or another Committee. Voting is not permitted during this session.
- G. **Satellite Sewer System Inflow & Infiltration Meeting** – to be led by OJRSA Staff, WK Dickson (OJRSA Consent Order Engineering Consultants), and Michael Traynham (OJRSA Environmental Counsel)
- H. **Upcoming Meetings** *All meetings to be held in the Lamar Bailes Board Room unless noted otherwise.*
 1. Finance & Administration Committee – February 20, 2024 at 9:00 a.m. *Date of meeting changed by Committee*
 2. Board of Commissioners – March 4, 2024 at 4:00 p.m.
 3. Operations & Planning Committee – March 20, 2024 at 8:30 a.m.
- I. **Adjourn**



Operations & Planning Committee Sign-in Sheet

Date: 2/14/24 Time: 8:30am Location: WWTP Board Room

NAME (Print)	POSITION/TITLE	ORGANIZATION
Joe Swalm	PM	WK Dickson
MIKE STEVENSON	HABITAT	—
Joe Coyert	HABITAT	—
Angie Metten	VP	WK Dickson
Chris Prohman		SL&W
Emily Taylor		SL&W
Kaiden Sweetnam	(Kaiden Sweetnam) Sewer/City	City of Walthalla
Zane Thompson	(Zane Thompson) Forman	City of Walthalla
Ferry Reed	Sewer Supervisor	Westminster
Kevin Harbin	(Kevin Harbin) Utility Director	''
Kevin Bronson	Administrator	City of Westminster

Everyone Has Heard of
Habitat for Humanity



**Volunteers build
Affordable Homes for
Families in Need**

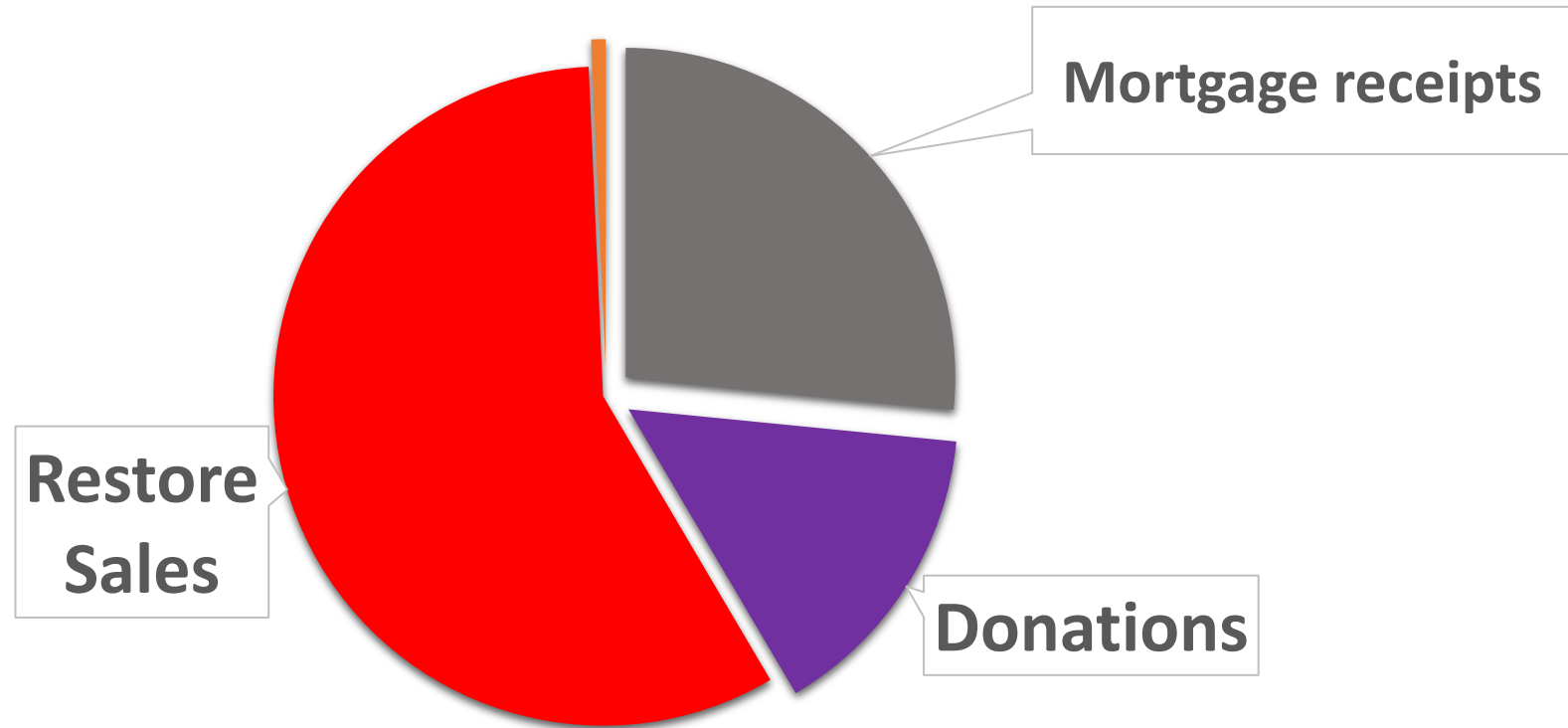
Did you Know?

Oconee County Habitat:

- Has no paid staff.
- Built 128 homes since 1986.
- Holds and manages 83 mortgages.
- Is the largest all volunteer affiliate in the US.
- Has more than 200 volunteers:
 - building homes
 - working at the ReStore, and
 - picking up donated furniture / household items.
- Established a higher education fund exclusively for Habitat families.



What are the Sources of Our Funding?





Who Qualifies for Habitat Homes?

Habitat Applicants:

- Must live in substandard housing
- Must meet specific financial income guidelines
- Must invest 250 hours of “Sweat Equity”
- Must take financial management courses



Habitat Homeowners:

- BUY their homes

Habitat for Humanity:

- Sells the home at their cost
- Provides a 30 year interest free mortgage
- Saves the homeowners over \$1,000 / month



Why are we here today?

- We have run out of buildable sites for our homes.
- We have initiated an infrastructure build on 10 acres of land in West Union to build 27 homes over 7 years
- We would like to discuss sewer impact fee Options:
 - Waive the fee completely – not gonna happen
 - Impose the fee on a house to house basis
 - Stagger the fee from year to year
 - Impose them all at one time



FY2024 O&M Fund Projects

2/12/2024 16:18

	O&M PROJECT MILESTONES												
	O&M Project (Project Number (if applicable); PM) <u>CANNOT CARRY OVER TO NEXT FISCAL YEAR WITHOUT BUDGET APPROVAL</u>	% Complete	Anticipated Completion	PO/Contract Amount (\$)	Bids/RFQ/etc. Issue/Advertised	Req/Contract Signed	Started Work	Completed	Obligated/ Spent (\$)	Budget Remaining (\$)	GL Code (XXXXX = get from Office Mgr)	Comp. Performing (and Project Mgr)	
FY 2023 O&M Fund Projects Consent Order Engineering and Assessment Tasks	Consent Order 21-025-W Project: Sewer Use Regulation Revision and Adoption (CE)	100%	6/30/2023	N/A	N/A	N/A	1/26/2022	9/11/2023	0	0	N/A	Michael Traynham OJRSA Counsel	
	Consent Order 21-025-W Project: Biannual Report (CE)	100%	11/9/2023	0	N/A	N/A	11/3/2023	11/9/2023	0	0	N/A	Chris Eleazer OJRSA	
	CCTV for CMOM/Consent Order YEAR 2 (#2024-04; KL)	100%	12/15/2023	117,010	7/31/2023	10/11/2023	10/11/2023	12/4/2023	0	117,010	ConSys: Prof Svcs 601-02430	David Blizzard Blizzard Consulting	
	Engineering Projects WKD TO#10 (PS Evals: CON/PERK/MART/CHOE) (KL, CE)	100%	8/30/2023	5,106	9/28/2022	12/19/2022	1/17/2023	10/6/2023	5,106	0	ConSys: Prof Svcs 601-02430	WK Dickson Joe Swaim	
	Engineering Projects WKD TO#11 (COLSYS Eval of FY 2023 CCTV/SSES) (KL, CE)	100%	8/30/2023	4,580	9/28/2022	1/3/2023	1/17/2023	8/11/2023	4,580	0	ConSys: Prof Svcs 601-02430	WK Dickson Joe Swaim	
	Engineering Projects WKD TO#9 (COLSYS Inspect Report/Recommend) (KL, CE)	100%	8/30/2023	18,590	9/28/2022	1/3/2023	1/17/2023	8/1/2023	8,555	10,035	ConSys: Prof Svcs 601-02430	WK Dickson Joe Swaim	
	GIS Improvements -- Easement Importation (CE)	80%	12/1/2023	13,200	N/A	9/12/2023	10/3/2023		3,468	9,732	Admin: Admin Svcs 501-02420	Jason Gillespie Weston & Sampson	
	Hydraulic Model Update (CE)	100%	1/30/2023	45,000	2017 Project Continued	2017 Project Continued	8/1/2022	7/14/2023	31,600	13,400	ConSys: Prof Svcs 601-02430	Will Nading GMC	
	Install Fence and Gate at GCCP PS (MD)	100%	N/A	N/A	N/A	N/A	N/A	N/A	0	0	Contr Svcs: Bldg Grnd 1201-02550	Jamie Gilbert OEA	
	Install Radar Level Indicators and Repair Pipes on Digesters (MD)	100%	2/1/2024	TBD	1/3/2024	1/3/2024	1/3/2024		0	0	WRF: R&M 701-03000	Mark Dain OJRSA	
	NPDES Permit Renewal Phase 2 (JM, KL)	100%	6/30/2024	17,350	4/19/2022	8/22/2022	7/1/2022		4,500	12,850	WRF: Prof Svcs 701-02430	Goldie Associates Amy Anderson	
	PAA Study Phase 3 (30 day full scale test) (KL, JM)	100%	2/30/2023	20,750	4/1/2022	8/2/2023	8/2/2023	12/15/2023	8,000	12,750	WRF: Prof Svcs 701-02430	Goldie Associates Bob Schmitt	
	Paving Around Solids Pad and Dewatering Building (JM)	0%	TBD	TBD	ON HOLD - HIGH BIDS	ON HOLD - HIGH BIDS	ON HOLD - HIGH BIDS	ON HOLD - HIGH BIDS	0	0	WRF: Bldgs Grnds 701-02550	TBD	
	Install Bypass Replace 3-way Valve at Millbrook PS (MD)	100%	2/2/2024	14,745	9/29/2023	10/5/2023	1/22/2024	1/23/2024	14,745	0	ConSys: Millbrook PS 601-05110	Cove Utilities Jeff Caffary	
	Replace/Paint Walkway Handrails (JM)	0%	5/31/2024	12,500	N/A	N/A			371	12,129	WRF: Bldgs Grnds 701-02550	Johnny McCall OJRSA	
	Seneca Creek Pump Station and Force Main Replacement Design (#2023-05; CE, KL)	95%	6/1/2023	339,400	Took over from SL&W	8/17/2022	8/16/2022		299,575	39,825	O&M CIP: ConSys 1401-06071	GMC Will Nading	
	Streambank & Easement Repairs (KL)	45%	6/30/2024	40,000	N/A	N/A	7/3/2023		14,227	25,773	Consys: Grav & FM 601-05230	OJRSA ConSys Michael McClain	
	Transformer/Switchgear Cleaning and Inspection at Pump Stations (MD)	100%	12/15/2023	0	N/A	N/A	N/A	N/A	0	0	ConSys: Prof Svcs 601-02430	Instel Stewart Reynolds	
Transformer/Switchgear Cleaning and Inspection at WRF (MD)	100%	12/15/2023	8,000	N/A	N/A	12/6/2023	12/6/2023	8,500	(500)	WRF: Prof Svcs 701-02430	Instel Stewart Reynolds		
Utility Water Engineering Assessment (JM, KL)	6%	5/31/2024	21,000	11/17/2023	1/22/2024			0	21,000	WRF: Prof Svcs 701-02430	TBD		
677,231				TOTAL FUNDS OBLIGATED/ACTUAL TO DATE:					403,227	-274,004	TOTAL AWARDED BUDGET REMAINING		

FY2024 O&M Fund Projects

2/12/2024 16:18

O&M Project (Project Number (if applicable); PM) <u>CANNOT CARRY OVER TO NEXT FISCAL YEAR WITHOUT BUDGET APPROVAL</u>	Notes
Consent Order 21-025-W Project: Sewer Use Regulation Revision and Adoption (CE)	7/10: Presented to OJRSA Board for consideration. Plan to approve for public notice at 8/7 Board meeting. 8/7: Board approved for public notice. Hearing scheduled for 9/11. 9/11: Board approved after receiving no public comments. COMPLETE .
Consent Order 21-025-W Project: Biannual Report (CE)	DUE TO DHEC EVERY SIX MONTHS. Reports submitted: 11/14/2021, 5/9/2022, 11/10/2022, 5/9/2023, 11/9/2023. Next due 5/10/2024.
CCTV for CMOM/Consent Order YEAR 2 (#2024-04; KL)	10/11: Mobilized and began work. 10/16: Has completed 4 line segments, very little sediment and issues found so far. 11/13: Have 2 segments left to CCTV then finished. 11/17: Completed field work, still owes evaluation and CCTV footage. 12/15: COMPLETE .
Engineering Projects WKD TO#10 (PS Evals: CON/PERK/MART/CHOE) (KL, CE)	For SCIIP Match. CONTINUATION OF FY 2023 PROJECT (Spent FY 2023: \$64,894 of \$70,000). 9/5: KL and MD reviewing. 9/15: KL sent comments to WK Dickson. 10/6: Received report. KL confirmed it is complete. COMPLETE .
Engineering Projects WKD TO#11 (COLSYS Eval of FY 2023 CCTV/SSES) (KL, CE)	For SCIIP Match. CONTINUATION OF FY 2023 PROJECT (Spent FY 2023: \$36,920 of \$41,500). 8/11: COMPLETE .
Engineering Projects WKD TO#9 (COLSYS Inspect Report/Recommend) (KL, CE)	For SCIIP Match. CONTINUATION OF FY 2023 PROJECT (Spent FY 2023: \$30,410 OF \$49,000). 9/5: COMPLETE . This was used to go out for bid that was awarded to Tugaloo.
GIS Improvements -- Easement Importation (CE)	12/15: Working with L Brandt's office to locate missing easements (if they are indeed missing, otherwise no easements exist for several sewers within system)
Hydraulic Model Update (CE)	FY 2023 project that was finalized in early FY 2024. 6/8: Received draft report. 7/14: COMPLETE
Install Fence and Gate at GCCP PS (MD)	9/29: J Gilbert mentioned at OEA meeting they will be installing. 10/3: Emailed J Gilbert and Kyle. JG responded and said they're taking care of it and no assistance is needed from OJRSA. Considered COMPLETE .
Install Radar Level Indicators and Repair Pipes on Digesters (MD)	10/10: Still have not heard anything from sales rep. 11/13: Still waiting. Have repaired pipes. 12/15: Negotiating prices, expect to order next week. 1/2: Got quote today. 1/16: Equipment has arrived from Clearwater. 1/24: Waiting on invoice from Vega.
NPDES Permit Renewal Phase 2 (JM, KL)	<u>Continued from Phase 1 FY 2023.</u> 1/16: KL going over to Goldie to enter info into ePermitting once OJRSA approves of draft. 1/29: Application submitted to DHEC. COMPLETE
PAA Study Phase 3 (30 day full scale test) (KL, JM)	CONTINUATION OF FY 2023 PROJECT (Spent FY 2023: \$29,250). 11/13: Goldie having to now do toxicity. Should be finished by end of month. 12/15: COMPLETE . Passed all criteria. Goal is to have it included in next NPDES permit.
Paving Around Solids Pad and Dewatering Building (JM)	9/19: Still waiting on 3rd quote. 10/3: KL spoke with King Asphalt. They've bought up many of the companies that did this type of work. 10/16: Spoke with King, waiting to hear from Doug. 11/13: King finally showed up. Came in substantially over budget. ON HOLD.
Install Bypass Replace 3-way Valve at Millbrook PS (MD)	10/3: Got back quote, it's within budget. Now will work on scheduling. MD gathering parts. 10/5: Authorized Cove to perform work. 10/16: Waiting on parts. 11/13: Still waiting on parts. 12/15: Scheduled for 1/24/2024. 1/24: COMPLETE . Waiting on invoice.
Replace/Paint Walkway Handrails (JM)	10/16: Buying paint this week and Sherwin Williams rep coming out to train on prep and mixing epoxy. 11/13: Scheduling person to come out. We have all paint. 1/2: Sherwin Williams said we will have to wait until temps are above 60.
Seneca Creek Pump Station and Force Main Replacement Design (#2023-05; CE, KL)	Continued from FY 2023. FY 2024: \$120,000. 1/26: A Brock said it will require 3 readings to get easement for Seneca Rail Park. County may request compensation for easement. 2/8: Received stormwater permit. Only need easements for force main construction.
Streambank & Easement Repairs (KL)	8/17: Repaired 3 creek crossings. 10/3: Repaired 2 creek banks (5 total) 11/13: Repaired 3 more creek crossings (8 total) 12/15: Purchased pipe and rock for crossings. 1/16: Repaired at MH 451.
Transformer/Switchgear Cleaning and Inspection at Pump Stations (MD)	8/17: Need to schedule. 9/5: MD called Instel to set up schedule 10/3: Scheduled for 12/6-7. 12/15: Not needed because all transformers are owned by Blue Ridge Electric Co-op and it is their responsibility to maintain these, not ours. COMPLETE
Transformer/Switchgear Cleaning and Inspection at WRF (MD)	8/17: Need to schedule. 9/5: MD called Instel to set up schedule 10/3: Scheduled for 12/6-7. 12/6: COMPLETE . Will need to budget to correct deficiencies found during inspection.
Utility Water Engineering Assessment (JM, KL)	11/13: KL just sent draft to CE today to review. 12/22: Date responses to RFP due. 1/2: Received 5. Will have a recommendation to O&P this month and to Board in Feb. 1/16: KL said his review team selected Weston & Sampson.

FY2024 Restricted Fund Projects

2/12/2024 16:21

		RESTRICTED FUND PROJECT MILESTONES											
Restricted Fund Projects (Project Number (if applicable); Project Manager)		% Complete	Anticipated Completion	PO/Contract Amount (\$)	Bids/RFQ/etc. Issue/Advertised	PO/Contract Signed	Started Work	Completed	Obligated/ Spent (\$)	Budget Remaining (\$)	GL Code (XXXXX = get from Office Mgr)	Comp. Performing (and Project Mgr)	
FY 2024 Restricted Funds Capital Projects	Projects may carry across budget years	Central Oconee County Sewer Basin Study (CE)	12%	6/3/2024	317,800	N/A	8/9/2023	9/12/2023		82,610	235,190	PROJ & CONT 1501-09007	Weston & Sampson Kip Gearhart
	Consent Order Projects 2022 CONSTRUCTION Possible SCIIP Match (#2024-02; CE, KL)	50%	2/28/2024	351,291	7/28/2023	10/17/2023	12/4/2023		95,438	255,853	PROJ & CONT 1501-09008	Tugaloo Pipeline Ed Hare	
	Consent Order Projects 2023 ENGINEERING (WKD TO#13) SCIIP MATCH (#2021-01; CE, KL)	18%	8/31/2025	398,000	N/A	9/15/2023	10/3/2023		75,546	354,189	PROJ & CONT 1501-09009	WK Dickson Joe Swaim	
	Consent Order Projects 2023 CONSTRUCTION SCIIP PROJECT (#20XX-XX; CE, KL)	0%	8/31/2025	TBD	TBD				0	0	PROJ & CONT 1501-TBD	TBD	
	Dewatering Equipment Replacement ENGINEERING SCIIP MATCH (#2024-06; KL)	8%	PHASE I 5/31/2024	73,200	9/15/2023	12/19/2023	1/11/2024		0	0	PROJ & CONT 1501-09011	KCI Technologies Tom Vollmar	
	Dewatering Equipment Replacement CONSTRUCTION SCIIP PROJECT (#2024-XX; KL)	0%	TBD	TBD	MUST	COMPLETE	ENGINEERING	FIRST	0	0	PROJ & CONT 1501-TBD	TBD	
	Exit 4/Oconee Manufacturing Park PS/Sewer ENGINEERING (Oconee County #TBD; CE)	80%	TBD	N/A OCONEE CO PROJ	N/A OCONEE CO PROJ				0	0	TBD	Thomas & Hutton Lee Brackett	
	Flat Rock PS Replacement ENGINEERING/ CONST SVCS SCIIP MATCH (#2022-03; CE)	60%	9/30/2024	177,800	2/14/2022	7/5/2025	7/1/2022		110,137	73,123	PROJ & CONT 1501-09005	KCI Technologies Tom Vollmar	
	Flat Rock PS Replacement CONSTRUCTION (#2024-03; CE) SCIIP PROJECT	3%	9/30/2024	1,293,500	6/7/2023	8/29/2023			34,200	1,259,300	PROJ & CONT 1501-09005	Cove Utilities Jeff Caffery	
	Regional Sewer Feasibility Study RIA GRANT (#2024-01; CE)	10%	11/29/2024	100,000	5/26/2023	10/10/2023	11/8/2023		14,017	85,984	PROJ & CONT 1501-09010	WK Dickson Angie Mettlen	
	Sewer South Phase II ENGINEERING/ CONSTRUCTION/INSPECT SVCS (CE)	50%	6/30/2024	480,850	N/A	5/4/2023	5/4/2023		208,769	359,736	SSF: CIP 1401-06050	Davis & Floyd John Reynolds	
	Sewer South Phase II CONSTRUCTION (CE)	50%	6/30/2024	11,843,452	9/27/2022	3/23/2023	6/1/2023		4,858,714	6,984,738	SSF: CIP 1401-06050	Kevin Moorhead Moorhead Construct	
	Thickener Sludge Pump (P-113), Including Install (MD)	100%	5/30/2023	29,571	8/1/2022	12/13/2023	6/29/2023	8/4/2023	37,949	(8,378)	PROJ & CONT 1501-09002	Greenstone Drew Goldie	
		0%							0	0			
	0%							0	0				
15,065,464				TOTAL RESTRICTED FUNDS OBLIGATED/ACTUAL TO DATE:					5,517,378	-9,599,736	TOTAL AWARDED BUDGET REMAINING		

Restricted Fund Projects (Project Number (if applicable); Project Manager)	Notes
Central Oconee County Sewer Basin Study (CE)	To continue under #2022-01 (Southern Oconee/Western Anderson Sewer Master Plan). 11/8: Stakeholder meeting today. 12/15: Consultant working to schedule stakeholder meetings for 2024 Q1. 2/8: Began public workshops. Others to be held 2/15 and 2/22/
Consent Order Projects 2022 CONSTRUCTION Possible SCIIP Match (#2024-02; CE, KL)	Carryover from FY 2023. 12/11: Began making repairs on Martin Creek gravity sewer. 1/16: Still working on east side of system. Weather has impacted project. 1/23: Extension granted to 2/28 due to weather (was 2/1/2024).
Consent Order Projects 2023 ENGINEERING (WKD TO#13) SCIIP MATCH (#2021-01; CE, KL)	10/3: Kickoff meeting held. 12/8: Received plans from WK Dickson. CE, KL, MM need to review these. 1/2: Still need to review. 1/12: Provided comments to J Swaim.
Consent Order Projects 2023 CONSTRUCTION SCIIP PROJECT (#20XX-XX; CE, KL)	8/17: To be bid upon design (WKD TO#13). 10/3: Anticipated bidding to begin 5/2024 and construction to begin around 8/2024.
Dewatering Equipment Replacement ENGINEERING SCIIP MATCH (#2024-06; KL)	1/2: Waiting on KCI to set up kickoff. 1/11: Kickoff meeting held. Gathering data. 1/16: Letter to RIA sent requesting CMAR approval. 2/12: Revised and resubmitted CMAR letter to RIA based on their feedback.
Dewatering Equipment Replacement CONSTRUCTION SCIIP PROJECT (#2024-XX; KL)	FY 2024 O&P Fund project "Dewatering Equipment Assessment FOR EVENTUAL SCIIP PROJECT" must be completed first.
Exit 4/Oconee Manufacturing Park PS/Sewer ENGINEERING (Oconee County #TBD; CE)	9/19: Sent comments back to T&H. Revisions necessary. 11/27: Spoke with L Brackett about changes and he had a few questions for M Dain. 12/19: Received updated drawings w/ request for letter to go to DHEC. Responded that I will need Board approval for this.
Flat Rock PS Replacement ENGINEERING/ CONST SVCS SCIIP MATCH (#2022-03; CE)	6/2: Received approval from Nate Foutch (SC RIA) to advertise. KCI plans to have pre-bid 6/27. 6/7: Advertised w/ SCBO, put on OJRSA website. Bid opening 7/18. 8/29: Pre-con mtg held with Cove Utilities.
Flat Rock PS Replacement CONSTRUCTION (#2024-03; CE) SCIIP PROJECT	8/15: Received approval to proceed from RIA. 8/29: Signed contract, Notice to Proceed, conducted pre-con meeting. 9/19: Construction not to start until 1/2024. 11/13: Scheduled to begin construction in 3/2024 due to electrical/genset.
Regional Sewer Feasibility Study RIA GRANT (#2024-01; CE)	11/8: Stakeholder meetings today. 12/15: RFI to cities, county, OJRSA due today. 1/2: Meetings set up for later this month.
Sewer South Phase II ENGINEERING/ CONSTRUCTION/INSPECT SVCS (CE)	<i>Also see Sewer South Phase II Construction for additional information.</i> 10/6: County approved additional \$6,350 to survey access road. Contract total increased by this amount.
Sewer South Phase II CONSTRUCTION (CE)	1/11: Met with two property owners where additional easement acquisition is necessary. 1/17: Beginning to pull pipe under lake. 1/31: Pipe underneath lake complete and started work on pump stations.
Thickener Sludge Pump (P-113), Including Install (MD)	<i>Carryover from FY 2023. Some costs may have been paid during previous FY.</i> 9/15: COMPLETE.



Inflow/Infiltration (I/I) Discussion

February 14, 2024

Information Used For Analysis

- OJRSA Flow Station 2023 Report
- Best Available Information on Satellite System
 - Sources:
 - SCDHEC SSS Inspection Reports
 - Other best available sources (GIS, CMOM/CAP Summaries)
 - Information Used: Pipe diameter (in) and pipe lengths (miles)
- October 1, 2023 OJRSA Sewer Use Regulation – Section 4.15
 2. Allowable I&I Flow shall be calculated by the following equation (referenced in the *EPA Quick Guide for Estimating Inflow and Infiltration*) (See SECTION 4.15.2 for an example):
$$2,000 \text{ gpd} * [(Miles \text{ of } 8\text{-inch diameter pipe} * 8) + (Miles \text{ of } 10\text{-inch diameter pipe} * 10) + (Miles \text{ of } 12\text{-inch diameter pipe} * 12) \dots + (Miles \text{ of } X\text{-inch diameter} * X)]$$

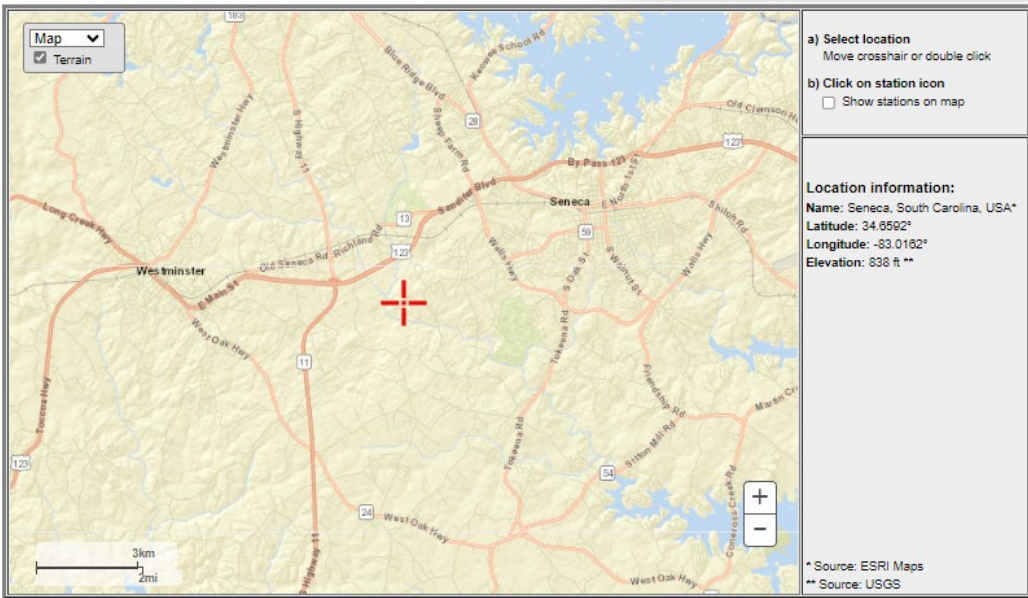
Where "X" represents each additional diameter pipe in the satellite sewer system

 - (a) For pipes of undetermined size, they shall be assumed to be eight inches (8-in.) until otherwise verified.
- Storm Event Evaluated: 12/25/2023-12/26/2023
 - 3.02 Inches, ~33 hours (Martin PS), ~1-Yr Rain Event

Flow Stations 2023

WEEK BEGINNING	SENECA		WALHALLA	WESTMINSTER		TOTAL FLOW	AVERAGE DAILY FLOW	GALLONS AS % OF TOTAL			Rainfall WRF	General Notes
	RICHLAND FMS	PERKINS PS	CONEROSS FMS	COLONELS FMS	MILLER BR FMS			SENECA	WALHALLA	WESTMINSTER		
1/1/23	770,700	16,926,137	7,533,200	2,973,800	3,862,900	32,066,737	4.581	55.19%	23.49%	21.32%	3.23	Flow held then emptied
1/8/23	620,500	12,718,139	4,815,200	1,542,100	1,934,800	21,630,739	3.090	61.67%	22.26%	16.07%	1.05	
1/15/23	555,500	10,774,295	4,141,600	1,222,100	1,777,200	18,470,695	2.639	61.34%	22.42%	16.24%	0.54	
1/22/23	671,600	16,783,038	7,027,500	2,667,200	3,208,000	30,357,338	4.337	57.50%	23.15%	19.35%	2.66	
1/29/23	600,300	12,136,588	4,814,200	1,730,800	1,974,600	21,256,488	3.037	59.92%	22.65%	17.43%	1.16	
2/5/23	609,200	10,898,222	4,044,400	1,306,300	1,704,800	18,562,922	2.652	61.99%	21.79%	16.22%	0.91	
2/12/23	644,900	12,744,692	5,591,200	1,927,000	2,213,600	23,121,392	3.303	57.91%	24.18%	17.91%	1.29	
2/19/23	619,500	11,898,602	4,169,300	1,459,800	1,912,100	20,059,302	2.866	62.41%	20.78%	16.81%	0.93	
2/26/23	660,200	11,514,786	4,161,100	1,551,600	2,289,500	20,177,186	2.882	60.34%	20.62%	19.04%	0.62	
3/5/23	621,600	10,629,232	3,821,000	1,276,200	1,956,700	18,304,732	2.615	61.46%	20.87%	17.66%	0.09	
3/12/23	589,500	11,024,714	4,556,100	1,607,600	2,053,600	19,831,514	2.833	58.56%	22.97%	18.46%	1.57	
3/19/23	576,500	10,298,086	3,892,700	1,253,400	1,948,100	17,968,786	2.567	60.52%	21.66%	17.82%	0.62	
3/26/23	594,900	11,529,130	4,793,500	1,596,200	1,846,600	20,360,330	2.909	59.55%	23.54%	16.91%	1.34	Flow backed up into Miller Branch FMS 3/30.
4/2/23	586,600	12,729,643	4,432,000	1,716,900	2,731,300	22,196,443	3.171	59.99%	19.97%	20.04%	3.20	
4/9/23	634,700	13,517,744	4,853,200	1,858,900	2,203,800	23,068,344	3.295	61.35%	21.04%	17.61%	0.24	Flow held then emptied
4/16/23	683,800	10,732,780	3,553,000	1,133,800	1,847,300	17,950,680	2.564	63.60%	19.79%	16.61%	0.52	
4/23/23	773,000	16,492,353	6,919,100	2,515,000	3,444,900	30,144,353	4.306	57.28%	22.95%	19.77%	3.61	Flow held then emptied
4/30/23	653,900	13,602,182	4,059,900	1,301,800	1,958,300	21,576,082	3.082	66.07%	18.82%	15.11%	0.34	
5/7/23	620,700	11,309,986	3,576,800	1,311,900	2,091,700	18,911,086	2.702	63.09%	18.91%	18.00%	1.15	
5/14/23	596,000	10,265,389	3,228,800	1,137,400	2,066,200	17,293,789	2.471	62.81%	18.67%	18.52%	1.37	
5/21/23	621,600	10,119,639	3,138,800	909,900	1,872,900	16,662,839	2.380	64.46%	18.84%	16.70%	0.75	
5/28/23	567,600	10,426,370	3,134,800	944,200	1,724,400	16,797,370	2.400	65.45%	18.66%	15.89%	0.79	
6/4/23	591,700	9,739,136	2,857,300	852,100	1,824,100	15,864,336	2.266	65.12%	18.01%	16.87%	0.00	
6/11/23	707,100	13,489,919	3,955,200	1,391,800	2,399,300	21,943,319	3.135	64.70%	18.02%	17.28%	2.27	
6/18/23	577,900	14,001,519	2,788,400	989,100	1,815,700	20,172,619	2.882	72.27%	13.82%	13.90%	4.59	6/21/23 All stations flow meter calibrations checked
6/25/23	472,400	11,118,724	2,163,300	545,600	1,108,300	15,408,324	2.201	75.23%	14.04%	10.73%	0.61	
7/2/23	396,200	11,292,822	2,235,500	504,100	1,063,600	15,492,222	2.213	75.45%	14.43%	10.12%	0.56	
7/9/23	461,200	10,191,477	1,956,500	427,900	1,036,400	14,073,477	2.010	75.69%	13.90%	10.40%	0.12	
7/16/23	503,300	9,748,091	1,771,900	397,400	1,100,400	13,521,091	1.932	75.82%	13.10%	11.08%	0.39	7/20/23 line break, Martins flow diverted to EQ tank.
7/23/23	494,700	10,162,684	1,729,900	306,800	1,150,800	13,844,884	1.978	76.98%	12.49%	10.53%	0.03	
7/30/23	525,200	11,707,661	2,033,500	1,301,100	1,989,100	17,556,561	2.508	69.68%	11.58%	18.74%	3.07	
8/6/23	513,500	10,491,712	2,287,700	641,800	1,279,800	15,214,512	2.174	72.33%	15.04%	12.63%	0.79	
8/13/23	494,200	10,232,020	2,072,300	531,200	1,261,500	14,591,220	2.084	73.51%	14.20%	12.29%	0.42	
8/20/23	489,900	9,996,441	1,882,500	485,100	1,267,800	14,121,741	2.017	74.26%	13.33%	12.41%	0.07	
8/27/23	509,100	10,372,555	2,183,200	1,039,100	1,907,600	16,011,555	2.287	67.96%	13.64%	18.40%	1.39	
9/3/23	408,000	9,629,016	1,926,100	475,800	1,140,300	13,579,216	1.940	73.91%	14.18%	11.90%	0.27	
9/10/23	468,200	9,706,689	2,099,800	539,800	1,240,900	14,055,389	2.008	72.39%	14.94%	12.67%	0.73	
9/17/23	400,400	9,773,198	2,068,500	613,600	1,202,300	14,057,998	2.008	72.37%	14.71%	12.92%	0.82	
9/24/23	425,700	9,408,329	1,997,700	465,700	1,070,800	13,368,229	1.910	73.56%	14.94%	11.49%	0.00	
10/1/23	443,600	9,348,455	1,950,800	455,200	1,070,600	13,268,655	1.896	73.80%	14.70%	11.50%	0.02	
10/8/23	409,800	9,156,860	1,895,900	485,700	1,035,400	12,983,660	1.855	73.68%	14.60%	11.72%	0.76	
10/15/23	424,700	9,347,047	1,990,900	506,600	1,041,800	13,311,047	1.902	73.41%	14.96%	11.63%	0.95	
10/22/23	343,100	9,299,829	1,936,200	481,300	1,112,400	13,172,829	1.882	73.20%	14.70%	12.10%	0.00	
10/29/23	423,000	9,453,187	1,889,900	489,100	1,020,700	13,275,887	1.897	74.39%	14.24%	11.37%	0.00	
11/5/23	423,100	9,549,603	1,904,700	506,400	999,200	13,383,003	1.912	74.52%	14.23%	11.25%	0.14	
11/12/23	387,300	9,397,619	1,940,800	600,600	896,400	13,222,719	1.889	74.00%	14.68%	11.32%	0.03	
11/19/23	312,300	9,266,848	1,896,600	767,500	747,800	12,991,048	1.856	73.74%	14.60%	11.66%	0.72	
11/26/23	438,700	9,405,948	1,928,900	745,700	719,500	13,238,748	1.891	74.36%	14.57%	11.07%	0.33	
12/3/23	414,300	10,566,255	2,291,300	1,017,800	723,200	15,012,855	2.145	73.14%	15.26%	11.60%	1.40	
12/10/23	445,900	10,273,490	2,782,700	1,022,100	701,000	15,225,190	2.175	70.41%	18.28%	11.32%	0.54	
12/17/23	588,700	8,960,919	1,987,800	809,500	786,300	13,133,219	1.876	72.71%	15.14%	12.15%	0.12	
12/24/23	631,200	15,546,276	6,192,200	2,825,700	2,041,800	27,237,176	3.891	59.39%	22.73%	17.87%	3.21	Flow held then emptied
Subtotals	27,997,200	579,706,076	168,855,400	57,165,100	85,378,100	919,101,876	2.525	66.12%	18.37%	15.51%		
TOTALS	607,703,276		168,855,400	142,543,200	919,101,876	2.525	WRF Rainfall Total (inches)			52.33		
AVERAGES	538,408	11,148,194	3,247,219	1,099,329	1,641,887	17,675,036	2.525				1.01	

PREVIOUS YEAR 62.17% 22.50% 15.33% 52.57
 % CHANGE FROM PREVIOUS YEAR 3.95% -4.13% 0.18%



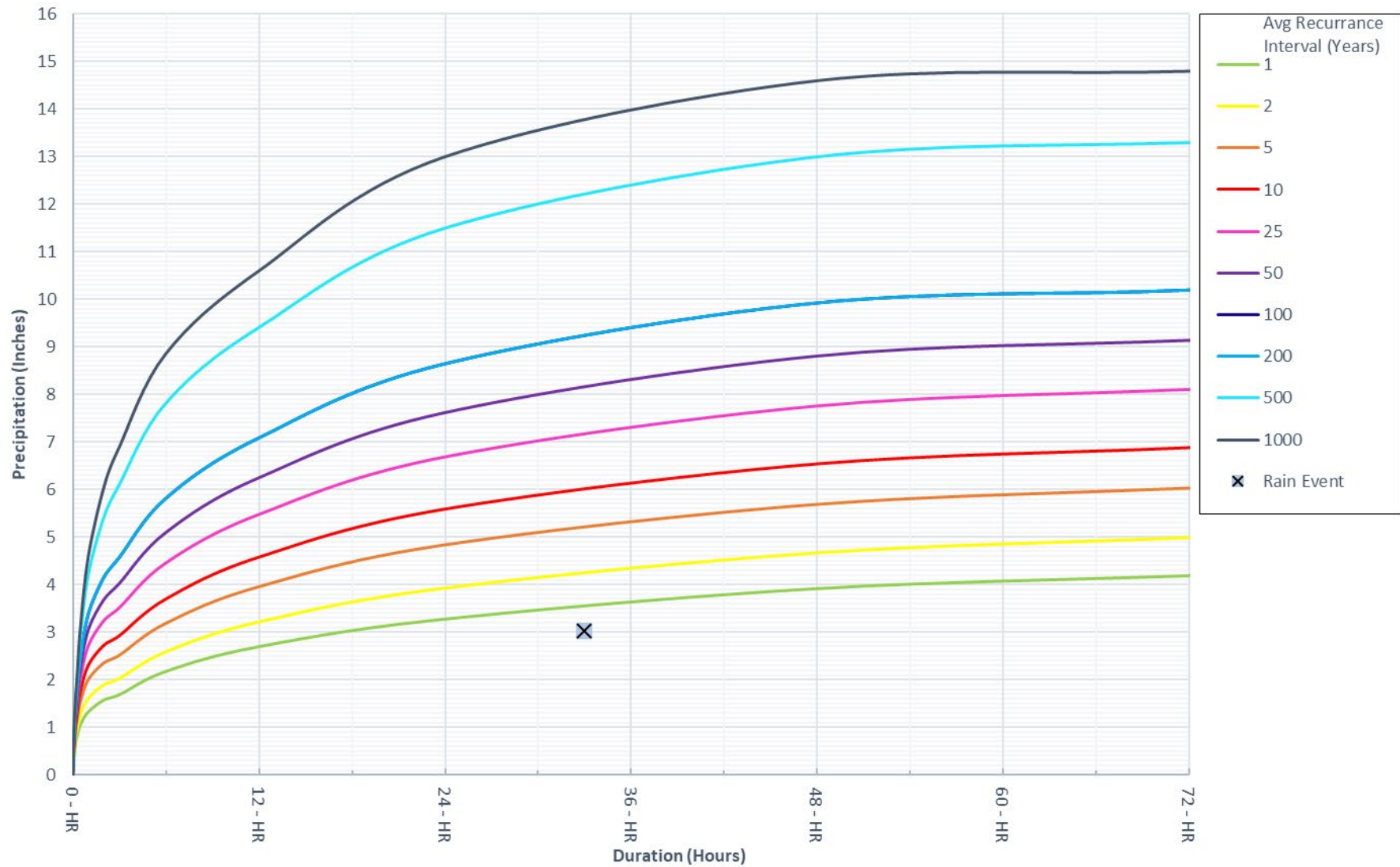
POINT PRECIPITATION FREQUENCY (PF) ESTIMATES
WITH 90% CONFIDENCE INTERVALS AND SUPPLEMENTARY INFORMATION
NOAA Atlas 14, Volume 2, Version 3

PDS-based precipitation frequency estimates with 90% confidence intervals (in inches) ¹										
Duration	Average recurrence interval (years)									
	1	2	5	10	25	50	100	200	500	1000
5-min	0.390 (0.352-0.432)	0.461 (0.417-0.511)	0.544 (0.492-0.601)	0.605 (0.545-0.669)	0.684 (0.613-0.755)	0.743 (0.662-0.820)	0.801 (0.710-0.885)	0.856 (0.756-0.949)	0.929 (0.812-1.03)	0.985 (0.853-1.10)
10-min	0.623 (0.562-0.690)	0.738 (0.666-0.817)	0.871 (0.787-0.963)	0.968 (0.872-1.07)	1.09 (0.976-1.20)	1.18 (1.06-1.31)	1.27 (1.13-1.41)	1.36 (1.20-1.50)	1.47 (1.28-1.63)	1.55 (1.34-1.73)
15-min	0.779 (0.703-0.862)	0.927 (0.838-1.03)	1.10 (0.996-1.22)	1.22 (1.10-1.35)	1.38 (1.24-1.52)	1.50 (1.34-1.65)	1.61 (1.43-1.78)	1.71 (1.51-1.90)	1.85 (1.62-2.05)	1.95 (1.69-2.17)
30-min	1.07 (0.963-1.18)	1.28 (1.16-1.42)	1.56 (1.42-1.73)	1.78 (1.60-1.96)	2.05 (1.83-2.26)	2.26 (2.01-2.49)	2.46 (2.18-2.72)	2.67 (2.35-2.96)	2.94 (2.57-3.27)	3.15 (2.73-3.51)
60-min	1.33 (1.20-1.47)	1.61 (1.45-1.78)	2.01 (1.81-2.22)	2.31 (2.08-2.55)	2.72 (2.44-3.01)	3.06 (2.72-3.38)	3.39 (3.01-3.75)	3.74 (3.30-4.14)	4.22 (3.69-4.69)	4.60 (3.99-5.13)
2-hr	1.58 (1.43-1.76)	1.90 (1.72-2.12)	2.36 (2.13-2.63)	2.73 (2.46-3.04)	3.25 (2.91-3.62)	3.69 (3.28-4.10)	4.15 (3.66-4.62)	4.65 (4.07-5.19)	5.38 (4.68-6.03)	5.99 (5.15-6.74)
3-hr	1.70 (1.53-1.89)	2.03 (1.84-2.27)	2.52 (2.28-2.82)	2.93 (2.64-3.27)	3.52 (3.14-3.92)	4.03 (3.57-4.48)	4.57 (4.02-5.09)	5.17 (4.51-5.77)	6.07 (5.22-6.80)	6.83 (5.81-7.70)
6-hr	2.18 (1.98-2.44)	2.60 (2.36-2.90)	3.20 (2.90-3.56)	3.71 (3.35-4.13)	4.45 (3.99-4.95)	5.09 (4.53-5.66)	5.80 (5.11-6.45)	6.68 (5.75-7.33)	7.75 (6.66-8.67)	8.76 (7.44-9.84)
12-hr	2.71 (2.46-3.00)	3.23 (2.94-3.58)	3.97 (3.61-4.40)	4.59 (4.15-5.07)	5.48 (4.93-6.04)	6.24 (5.57-6.87)	7.06 (6.26-7.78)	7.96 (7.00-8.76)	9.30 (8.06-10.2)	10.4 (8.95-11.5)
24-hr	3.30 (3.07-3.56)	3.95 (3.68-4.27)	4.86 (4.52-5.25)	5.61 (5.20-6.05)	6.69 (6.17-7.20)	7.60 (6.97-8.19)	8.60 (7.82-9.28)	9.69 (8.74-10.5)	11.3 (10.1-12.2)	12.7 (11.2-13.8)
2-day	3.93 (3.68-4.22)	4.69 (4.39-5.04)	5.71 (5.34-6.13)	6.56 (6.11-7.03)	7.77 (7.21-8.33)	8.79 (8.11-9.42)	9.89 (9.06-10.6)	11.1 (10.1-11.9)	12.8 (11.5-13.9)	14.3 (12.7-15.6)
3-day	4.21 (3.95-4.50)	5.01 (4.70-5.36)	6.05 (5.68-6.47)	6.90 (6.46-7.37)	8.12 (7.56-8.67)	9.13 (8.46-9.75)	10.2 (9.40-10.9)	11.4 (10.4-12.2)	13.1 (11.8-14.1)	14.6 (13.0-15.8)
4-day	4.48 (4.22-4.78)	5.32 (5.02-5.68)	6.39 (6.02-6.81)	7.25 (6.82-7.72)	8.46 (7.92-9.01)	9.46 (8.82-10.1)	10.5 (9.74-11.2)	11.6 (10.7-12.4)	13.4 (12.2-14.4)	14.8 (13.3-16.0)
7-day	5.23 (4.95-5.55)	6.21 (5.87-6.59)	7.42 (7.00-7.87)	8.41 (7.93-8.92)	9.81 (9.21-10.4)	11.0 (10.3-11.6)	12.2 (11.3-13.0)	13.5 (12.5-14.4)	15.4 (14.1-16.5)	17.0 (15.3-18.2)
10-day	5.97 (5.67-6.32)	7.06 (6.69-7.47)	8.35 (7.91-8.83)	9.41 (8.90-9.95)	10.9 (10.3-11.5)	12.1 (11.4-12.8)	13.4 (12.5-14.2)	14.7 (13.7-15.7)	16.7 (15.3-17.8)	18.2 (16.8-19.5)
20-day	8.07 (7.67-8.50)	9.47 (9.00-9.99)	11.0 (10.4-11.6)	12.1 (11.5-12.8)	13.7 (13.0-14.5)	15.0 (14.2-15.8)	16.3 (15.3-17.2)	17.6 (16.5-18.6)	19.3 (18.0-20.6)	20.7 (19.2-22.1)
30-day	9.88 (9.42-10.4)	11.6 (11.0-12.1)	13.2 (12.6-13.9)	14.4 (13.8-15.2)	16.1 (15.3-16.9)	17.4 (16.5-18.3)	18.6 (17.6-19.6)	19.9 (18.8-21.0)	21.5 (20.2-22.8)	22.8 (21.3-24.2)
45-day	12.6 (12.0-13.1)	14.7 (14.0-15.3)	16.4 (15.7-17.2)	17.8 (17.0-18.6)	19.5 (18.6-20.4)	20.8 (19.8-21.7)	22.0 (20.9-23.0)	23.2 (22.0-24.3)	24.6 (23.3-25.9)	25.7 (24.3-27.1)
60-day	15.1 (14.5-15.8)	17.6 (16.8-18.3)	19.6 (18.7-20.4)	21.0 (20.1-21.9)	22.8 (21.8-23.8)	24.2 (23.1-25.2)	25.4 (24.2-26.5)	26.5 (25.3-27.7)	28.0 (26.6-29.3)	29.0 (27.5-30.4)

¹ Precipitation frequency (PF) estimates in this table are based on frequency analysis of partial duration series (PDS). Numbers in parenthesis are PF estimates at lower and upper bounds of the 90% confidence interval. The probability that precipitation frequency estimates (for a given duration and average recurrence interval) will be greater than the upper bound (or less than the lower bound) is 5%. Estimates at upper bounds are not checked against probable maximum precipitation (PMP) estimates and may be higher than currently valid PMP values. Please refer to NOAA Atlas 14 document for more information.

Martin Creek PS, Precip Frequency Graph

12/25/2023-12/26/2023 Rain Event, 3.02-in, 33 hrs



Dry Weather Average Flow (Week of 10/22/2023)

	SENECA			WALHALLA		WESTMINSTER			OJRSA
Flow Unit	Richland FMS	Perkins PS	<u>TOTAL</u>	Coneross FMS	<u>TOTAL</u>	Colonels FMS	Miller BR FMS	<u>TOTAL</u>	TOTAL
Gallons/Week	343,100	9,299,829	9,642,929	1,936,200	1,936,200	481,300	1,112,400	1,593,700	13,172,829
Gallons/Day	49,014	1,328,547	1,377,561	276,600	276,600	68,757	158,914	227,671	1,881,833

- Dry Weather Flow taken from OJRSA Flow Station 2023 Report the week of 10/22/2023.
- No recorded precipitation was experienced across OJRSA and satellite systems the week of 10/22/2023
- Lower than average Summer and Fall precipitation optimal to establish Dry Weather Flow

High Level Estimated Allowable I/I (<5-Yr Event)

	SENECA	WALHALLA/ WEST UNION	WESTMINSTER
Gravity System (Miles)*	173	52	36
Average Pipe Diameter (IN)*	8.35	8.1	8.00
Allowable I/I (gpd x in / mile)	2,000	2,000	2,000
Sub Total Allowable I/I per Day (Entire System)* (gpd)	2,889,100	842,400	576,000
Measuring Equipment Inaccuracy (5%)	144,455	42,120	28,800
Total Allowable I/I per Day (Entire System)* (gpd)	3,033,555	884,520	604,800

* Calculation using best available information from each municipality. OJRSA system lengths and diameter accounted for by adding 20% to estimated satellite system Gravity System Milage.

High Level Estimated RDII (12/25/23 – 12/26/23)^A

	SENECA			WALHALLA/ WEST UNION		WESTMINSTER		
	Richland FMS	Perkins PS	<u>TOTAL</u>	Coneross FMS	<u>TOTAL</u>	Colonels FMS	Miller BR FMS	<u>TOTAL</u>
Dry Weather Gal/WK	343,100	9,299,829	9,642,929	1,936,200	1,936,200	481,300	1,112,400	1,593,700
12/24/23 Wet Weather Gal/ WK	631,200	15,546,276	16,177,476	6,192,200	6,192,200	2,825,700	2,041,800	4,867,500
12/24/23 Total RDII Gal/WK	288,100	6,246,447	6,534,547	4,256,000	4,256,000	2,344,400	929,400	3,273,800
Est. Average Daily RDII* Gal/Day	144,050	3,123,224	3,267,274	2,128,000	2,128,000	1,172,200	464,700	1,636,900
Total Allowable I/I per Day (Entire System) (gpd)			3,033,555			884,520		
High Level I/I Deduction			Excess I/I			Excess I/I	Excess I/I	

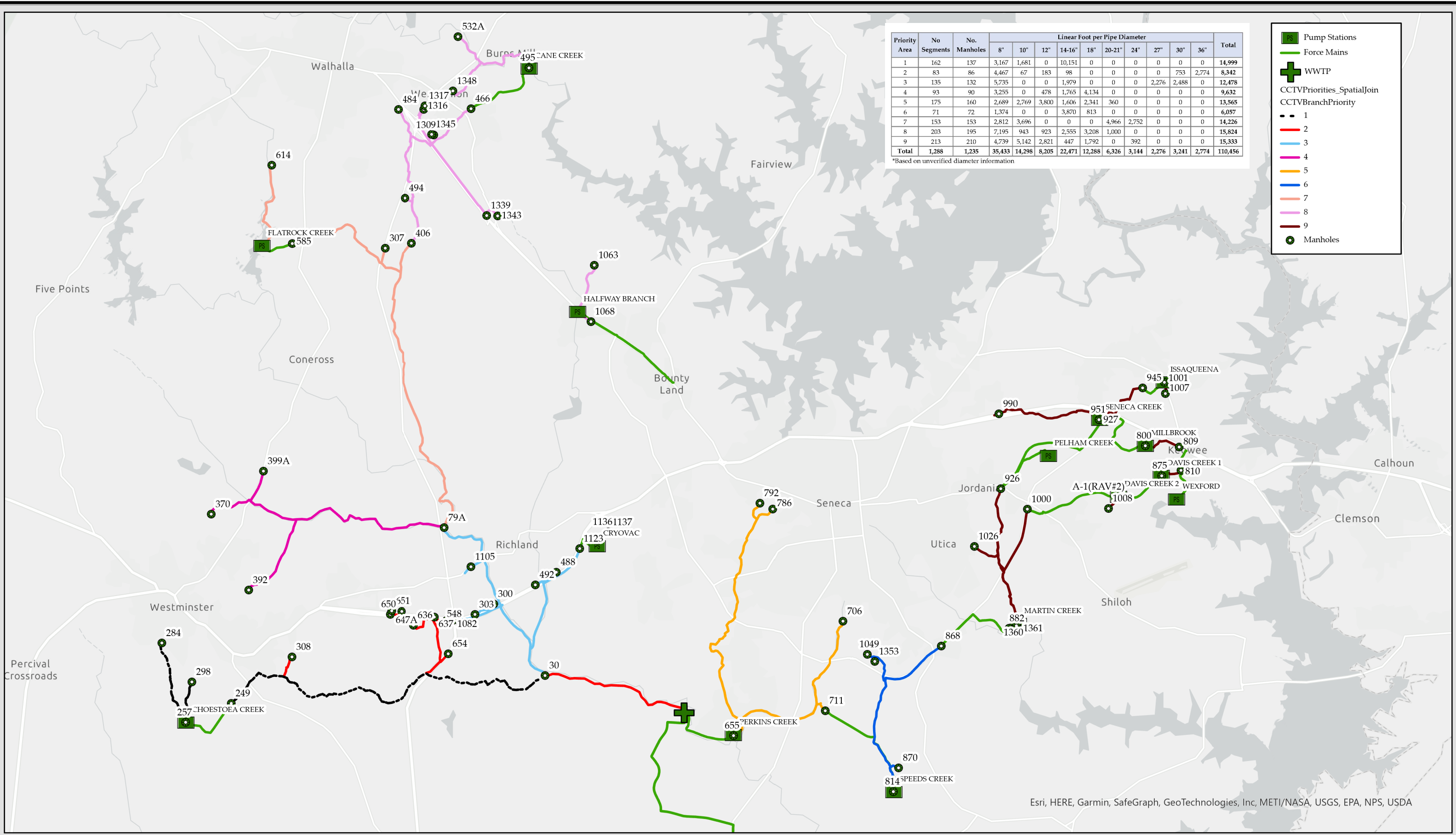
* Note SUR indicates RDII municipality can not exceed amount on ANY given DAY. OJRSA Flow Station 2023 Report provided are by week. Wet weather response is typically 1-2 days. For this calculation it is assumed the RDII is distributed equally over two days for this high level analysis. Typically the day of the rain event will incur the significant majority of I/I in the OJRSA system.

^A This is a very high level analysis intended to gain understanding of the system. Municipal lengths are taken from best available information.

Priority Area	No Segments	No. Manholes	Linear Foot per Pipe Diameter										Total		
			8"	10"	12"	14-16"	18"	20-21"	24"	27"	30"	36"			
1	162	137	3,167	1,681	0	10,151	0	0	0	0	0	0	0	0	14,999
2	83	86	4,467	67	183	98	0	0	0	0	0	753	2,774	8,342	
3	135	132	5,735	0	0	1,979	0	0	0	2,276	2,488	0	0	12,478	
4	93	90	3,255	0	478	1,765	4,134	0	0	0	0	0	0	9,632	
5	175	160	2,689	2,769	3,800	1,606	2,341	360	0	0	0	0	0	13,565	
6	71	72	1,374	0	0	3,870	813	0	0	0	0	0	0	6,057	
7	153	153	2,812	3,696	0	0	0	4,966	2,752	0	0	0	0	14,226	
8	203	195	7,195	943	923	2,555	3,208	1,000	0	0	0	0	0	15,824	
9	213	210	4,739	5,142	2,821	447	1,792	0	392	0	0	0	0	15,333	
Total	1,288	1,235	35,433	14,298	8,205	22,471	12,288	6,326	3,144	2,276	3,241	2,774	0	110,456	

*Based on unverified diameter information

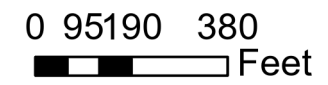
- Pump Stations
- Force Mains
- WWTP
- CCTV
- CCTV
- CCTV
- CCTV
- CCTV
- Manholes



Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, USDA



OJRSA CCTV Prioritization



4/17/2023



OCONEE JOINT REGIONAL SEWER AUTHORITY

Finance & Administration Committee

February 20, 2024

The Finance & Administration Committee meeting was held at the Coneross Creek Wastewater Treatment Plant.

Commissioners that were present:

- Seat 5 (Walhalla): Celia Myers, Chair
- Seat 2 (Seneca): Scott Moulder
- Seat 8 (Westminster): Kevin Bronson

Commissioners that were not present:

- Seat 4 (Seneca At-Large): Marty McKee

OJRSA appointments and staff present were:

- Lynn Stephens, Secretary/Treasurer to the Board and Office Manager
- Chris Eleazer, Executive Director.

Others present were:

- Norm Cannada, [Seneca Daily Journal](#)

A) Call to Order - Ms. Myers called the meeting to order at 9:03 a.m.

B) Public Session – None.

C) Presentation & Discussion Items:

- 1. Update on Current Projects (Exhibit A)** – Mr. Eleazer distributed the updated project list to the committee. He stated there has been substantial progress on many of the projects, and some of the projects will be completed within multiple fiscal years and paid for by restricted funds. In addition, Sewer South Phase II is on time and on budget as of today.
- 2. Committee to Consider 2024 Organizational Goals for Discussion at the March 4, 2024 Board of Commissioners Meeting** – Ms. Myers stated the board chair sent this discussion back to the committees to come up with goals to bring back to the full board. Mr. Bronson asked what goals were presented so far. Mr. Eleazer and Ms. Stephens reported that the O&P Committee mentioned the following goals:
 - Completing the Feasibility Study.
 - Completing the Oconee County Sewer Basin Master Plan.
 - Continuing to have regular meetings with Oconee County.

Ms. Myers said there was discussion about seeing what upgrades could be made to the plant and asked if that was currently being worked on. Mr. Eleazer replied that Mr. Kyle Lindsay (OJRSA Operations Director) is putting together a scope for that to find an engineering firm that has a specialty in process and wastewater treatment.

Mr. Eleazer added that the Consent Order won't be closed out anytime soon (not in the next one to three (1-3) years). The Director spoke about how he's been waiting to find out through the basin study what to do with the Speeds Creek Pump Station and force main and said he is hoping to have direction by June or July 2024.

Mr. Bronson asked if the goals were for the fiscal year or calendar year. Mr. Eleazer replied that the board chairman asked at the January 2023 annual meeting for the board to come up with a list of annual goals for the calendar year. Mr. Bronson said the two (2) studies will really decide what comes next.

Mr. Bronson asked when the Sewer South project being paid for by RIA funds will be done. Mr. Eleazer replied it should be done toward the end of June.

Mr. Bronson asked if the OJRSA could go after RIA funding in the fall cycle. Mr. Eleazer said that Mr. Brent Little had inquired about getting flow through a pump station if he rerouted one of his projects along Highway 123 through it. The pump station in question is in desperate need of replacement, and the engineer performing the assessment felt this pump station would be a viable candidate for an RIA grant. The engineer asked if the OJRSA could apply for the grant this spring as the RIA has two (2) pots of money (Economic Development Fund and the General Clean Water Fund), but the OJRSA does not have the funds in this fiscal year's budget for the match. The Director stated that the engineer has a cost estimate for the pump station replacement, and while Mr. Eleazer develops the Fiscal Year 2025 OJRSA budget, he will consider how much it will be required for the match. The Director added that the pump station is prone to flooding, so it will have to be rebuilt in an elevated condition.

Mr. Bronson asked if the OJRSA was spending approximately \$300,000 for the basin study out of the operating budget; Mr. Eleazer replied yes. Mr. Bronson said that if that money is not encumbered into something else, the OJRSA could be used for an RIA match. Mr. Bronson asked if the OJRSA could use impact fee funds for the match. Mr. Eleazer replied that the impact fee funds can be used for engineering, but if there are any improvements or upsizing to the facility, it would pay the difference between the in-kind replacement and the additional growth that it would be accommodating.

Mr. Bronson said that the RIA moved the amounts up to \$1,000,000 and asked Mr. Eleazer if he spoke with the RIA about what their fall priorities are. Mr. Eleazer replied no, but he will see Ms. Bonnie Ammons at the Environmental Conference in March. Ms. Myers asked if Mr. Bronson wanted a goal for the OJRSA to pursue grant opportunities; Mr. Bronson replied yes, that the OJRSA was tied up with Sewer South from pursuing RIA funds, but once that is done, the OJRSA could get a lot done with \$1,000,000.

The O&P Committee added the following items to the list of goals:

- Mr. Moulder added completing the CMOM and SCDHEC compliance.
- Mr. Bronson added pursuing RIA grant funding.

D) Committee Action Items:

- **Review January and Fiscal Year-to-Date Financial Reports (Exhibit B)** – Mr. Eleazer stated there were two (2) line breaks in the last three (3) weeks that were not anticipated, as well as the OJRSA hauled in 30,000 gallons of seed sludge from ReWa to regulate the plant process due to the excess rainwater; however, he projected everything to be under budget.

Mr. Bronson questioned what the \$120,000 in the capital projects line item for conveyance system (General Ledger (GL) code #1401-6060) was for. Mr. Eleazer replied it was used to complete the Seneca Creek Pump Station and force main replacement design. Mr. Bronson said the Seneca/Speeds Creek Pump Station and force main had another line item (GL code #1401-6071) and asked if it was just being budgeted in one line item and expensed from another. Mr. Eleazer replied yes and requested Ms. Stephens move the budgeted amount to the expense GL code #1401-6071. Ms. Stephens said she will do that.

Mr. Moulder made a motion, seconded by Mr. Bronson, to approve the January 2024 and Year-to-Date Financial Reports. The motion carried.

E) Action Items to Recommend to the Board:

- **Consider Board and Committee Meeting Policy Revision (Exhibit C)** – Mr. Eleazer stated Mr. Bronson requested an update to the policy to allow for virtual attendance. He added that Mr. Bronson checked to see if the PMPA (Piedmont Municipal Power Agency) had a virtual attendance policy that the OJRSA could review, but he couldn't find one. Mr. Eleazer contacted the Pope Flynn law office, and they revised the current policy based on the discussion about having virtual meetings.

Ms. Myers wanted clarification on page 3, item B, regarding electronic meetings. She asked if the OJRSA was talking about meetings that are totally electronic where no one is present. Mr. Eleazer replied that the intent was to meet in person if available but allow those who could not personally attend the opportunity to have the full rights to participate in the meetings. Ms. Myers said the wording seems like it is talking about the public providing comments.

Mr. Eleazer said this policy was originally drafted during COVID in 2020. He added that the OJRSA's IT technician, Rob Ross, is already looking at options for broadcasting of the meetings. The OJRSA will have to consider public comments and questions, which would probably have to be accepted via email prior to the meetings as some cities do.

Mr. Moulder reported this draft policy states that individuals wishing to speak at the public hearing shall sign up with the secretary/treasurer no later than one (1) hour prior to the meeting. He asked if the OJRSA allows a board member to participate electronically in a meeting, does that legally require the public to also participate electronically; or can the OJRSA limit the public to just stream and watch? Mr. Moulder said he would prefer that the public could only stream online and not participate. Mr. Bronson asked the Director to ask Mr. Lawrence Flynn if this can be done. Mr. Bronson added that all he wanted to do was be able to call in and attend the meetings and didn't want to cost the OJRSA extra money.

Mr. Eleazer said it was mentioned by one of the commissioners at a previous meeting that if the OJRSA allows the board members to attend electronically, then the OJRSA may be required to at least broadcast the meetings the way Oconee County does. Mr. Moulder did not have a problem with streaming the meetings electronically for the public to watch as most organizations are doing this. He added that it would be a minimal expense, and Oconee County uses the YouTube Channel. Ms. Myers said Walhalla uses the YouTube Channel as well and uses the camera on an iPad.

Mr. Eleazer questioned about whether the public will need to see the agenda, maps, or any other information discussed in the meetings on the screen. Mr. Moulder said that isn't a concern, that the public can just watch and listen. Mr. Bronson added that the public can view the documents online on the OJRSA website. Mr. Moulder spoke about cameras and asked the Director to contact Oconee County to see how they did it.

Mr. Eleazer said if there were any recommendations from the committee to relay to Mr. Flynn, he would relay it and bring it back to the March board meeting or the next F&A meeting. Mr. Moulder said to strike or modify the element about public participation (item 2.3.B) and add that the authority may broadcast periodically for viewing. Ms. Myers suggested not striking out the part about the public written comments.

Ms. Myers asked if a Zoom meeting would have to be triggered if there was a quorum meeting electronically. Mr. Eleazer replied it would probably be through a Microsoft Teams or Zoom type of meeting online platform.

Mr. Bronson said he intended this just for the board meetings and not the committee meetings. He asked that Mr. Flynn make a distinction that this is just for the board meetings unless the board decides to do the committee meetings as well.

Mr. Bronson made a motion, seconded by Mr. Moulder, to recommend that the full board approve the board and committee meeting policy revision with the inclusion of additional information discussed today. The motion carried.

F) Executive Director's Report and Discussion:

1. Electronic Meeting Equipment – The Director said, once again, that Mr. Rob Ross is looking at equipment for broadcasting the meetings.

2. Capital Contribution in Lieu of Payment of Impact Fees – Mr. Eleazer distributed a map to the committee (*made a part of these minutes*) of the service area for the Seneca Creek Pump Station. The plan is to replace the force main and upsize it to 16" PVC pipe which would accommodate an additional estimated flow of 175,000 gallons per day (GPD). Mr. Brent Little's projects would be around 90,000-100,000 GPD which would still leave the OJRSA approximately 70,000-80,000 GPD of the capital contribution. Mr. Little will attend the March board meeting to make a presentation.

Mr. Bronson asked what the cost is for this project. Mr. Eleazer replied it was between \$3,000,000-\$4,000,000. An engineer felt that if this is done by a developer, it could be done for less and not be done through a bid process. The OJRSA would still need to acquire three (3) easements across private and County properties. It will be presented to the County Council soon. All the permits are in hand.

Mr. Moulder asked what the proposed impact fee is and how many units there will be. Mr. Eleazer stated he doesn't know, as he hasn't seen the drawings yet; however, he received some information during the downstream assessment. Mr. Moulder said if it is less than 1,700 units, Mr. Little's contribution will be more than his impact fee. Mr. Eleazer replied based on the current rate, if there are six (6) apartment buildings each with a 2" meter, it would not even be near what he is contributing: \$3,000,000 cost of project ÷ \$15.25 impact fee = 200,000 GPD. Mr. Little's project should be well under that.

3. Miscellaneous (If Any) – The Director reported that he attended a meeting with Oconee County Administrator, Amanda Brock, and Jamie Gilbert of the Oconee Economic Alliance on Friday about impact fees. He stated that after this meeting, he came back to the office to do some calculations and wanted to report this to the committee. OJRSA's impact fees are based on water meter size. For a 100-home subdivision, the OJRSA says a house is 150 GPD which makes 15,000 GPD for 100 homes [based on the current Impact Fee Policy and Schedule of Fees]; however, SCDHEC regulations [Regulation 61-67 Standards for Wastewater Facility Construction] says a house is 300 GPD which makes 30,000 GPD for 100 homes.

The cost to expand the plant is around \$19 per gallon x 30,000 GPD = \$570,000 in impact fees per the Weston & Sampson study. The OJRSA currently collects \$12.20 per gallon x 15,000 GPD = \$183,000 in impact fees. This makes a difference of \$387,000. (*a general illustration that was presented at the meeting is included with these minutes*)

Mr. Bronson asked if the OJRSA is still collecting \$19 per gallon; Mr. Eleazer replied the OJRSA is only collecting \$15.25 per gallon (the previous fee was \$11.25 but \$4.00 extra was approved by the board, which is the rate as of January 1, 2024). Mr. Jason Gillespie's recommendation was \$19+ for the plant + 25% for collection = \$24.50 per gallon.

Mr. Bronson asked the Director what the point of this discussion is. Mr. Eleazer replied he didn't realize the difference until looking at all the subdivisions coming in. Ms. Myers asked why the OJRSA does not use SCDHEC method if there is such a difference. Mr. Eleazer replied that if the OJRSA charged \$15.25 per gallon x 300 gallons per home, people would pay \$4,500 for the impact fee for each. Mr. Moulder said, according to SCDHEC, the OJRSA is going to get to the point of needing a plant expansion earlier than the OJRSA would expect.

Mr. Eleazer stated there is an option that would allow the OJRSA to track its own checkbook opposed to SCDHEC doing it; however, the negative with this would be that the OJRSA would have to sign an agreement with SCDHEC up front, and if there is an exceedance in flow permitted flow, it is open to enforcement measures.

Mr. Bronson asked if this was based on all homes. Mr. Eleazer replied that the discussion was specifically about Sewer South but applies to the system. The County won't have an option when it comes to expanding the plant, and the same treatment impact fee that applies to the system served

by the Member Cities will also apply to Sewer South. He added that Mr. Gilbert was talking about options for industrial users again regarding lower impact fees or paying fees on a schedule.

G) Committee Members' Discussion – Mr. Bronson asked when the Fiscal Year 2025 budget discussion will start with the F&A Committee. Mr. Eleazer replied there would probably be some discussion in March with consideration in April.

H) Upcoming Meetings:

1. **Board of Commissioners** – Monday, March 4, 2024 at 4:00 p.m.
2. **Operations & Planning Committee** – Wednesday, March 20, 2024 at 8:30 a.m.
3. **Finance & Administration Committee** – Tuesday, March 26, 2024 at 9:00 a.m.

I) Adjourn – The meeting adjourned at 10:03 a.m.

Notification of the meeting was distributed on February 9, 2024 to *Upstate Today*, *Anderson Independent-Mail*, *Westminster News*, *Keowee Courier*, WGOG Radio, WSNW Radio, City of Seneca Council, City of Walhalla Council, City of Westminster Council, Oconee County Council, SC DHEC, www.ojrsa.org, and posted at the OJRSA Administration Building.



Finance & Administration Committee Meeting

OJRSA Operations & Administration Building

Lamar Bailes Board Room

February 20, 2024 at 9:00 a.m.

Agenda

- A. Call to Order** – Celia Myers, Committee Chair
- B. Public Session** – Receive comments relating to topics on this agenda. Session is limited to a maximum of 30 minutes with no more than 5 minutes per speaker.
- C. Presentation and Discussion Items** *[May include Vote and/or Action on matters brought up for discussion]*
1. Update on current projects (Exhibit A) – Chris Eleazer, Director
 2. Committee to consider 2024 organizational goals for discussion at the March 4, 2024 Board of Commissioners meeting – Celia Myers, Committee Chair
- D. Committee Action Items**
- Review January and Fiscal Year-to-Date Financial Reports (Exhibit B) – Chris Eleazer, Director and Lynn Stephens, OJRSA Secretary/Treasurer and Office Manager
- E. Action Items to Recommend to the Board**
- Consider Board and Committee Meeting Policy revision (Exhibit C) – Chris Eleazer, Director
- F. Executive Director's Report and Discussion** – Chris Eleazer, Director
1. Electronic meeting equipment
 2. Capital contribution in lieu of payment of impact fees (Exhibit D)
 3. Miscellaneous *(if any)*
- G. Committee Members' Discussion** – Committee Chair
Discussion can be related to matters addressed in this meeting or for future consideration by this Committee. Voting is not permitted during this session.
- H. Upcoming Meetings** *All meetings to be held in the Lamar Bailes Board Room unless noted otherwise.*
- Board of Commissioners – March 4, 2024 at 4:00 p.m.
 - Operations & Planning Committee – March 20, 2024 at 8:30 a.m.
 - Finance & Administration Committee – March 26, 2024 at 9:00 a.m.
- I. Adjourn**

FY2024 O&M Fund Projects

2/15/2024 08:57

O&M Project (Project Number (if applicable); PM) <u>CANNOT CARRY OVER TO NEXT FISCAL YEAR WITHOUT BUDGET APPROVAL</u>		% Complete	Anticipated Completion	PO/Contract Amount (\$)	O&M PROJECT MILESTONES				Obligated/ Spent (\$)	Budget Remaining (\$)	GL Code (XXXXX = get from Office Mgr)	Comp. Performing (and Project Mgr)
					Bids/RFQ/etc. Issue/Advertised	Req/Contract Signed	Started Work	Completed				
FY 2023 O&M Fund Projects Consent Order Engineering and Assessment Tasks	Consent Order 21-025-W Project: Sewer Use Regulation Revision and Adoption (CE)	100%	6/30/2023	N/A	N/A	N/A	1/26/2022	9/11/2023	0	0	N/A	Michael Traynham OJRSA Counsel
	Consent Order 21-025-W Project: Biannual Report (CE)	0%	5/9/2024	0	N/A	N/A	11/3/2023	11/9/2023	0	0	N/A	Chris Eleazer OJRSA
	CCTV for CMOM/Consent Order YEAR 2 (#2024-04; KL)	100%	12/15/2023	117,010	7/31/2023	10/11/2023	10/11/2023	12/4/2023	0	117,010	ConSys: Prof Svcs 601-02430	David Blizzard Blizzard Consulting
	Engineering Projects WKD TO#10 (PS Evals: CON/PERK/MART/CHOE) (KL, CE)	100%	8/30/2023	5,106	9/28/2022	12/19/2022	1/17/2023	10/6/2023	5,106	0	ConSys: Prof Svcs 601-02430	WK Dickson Joe Swaim
	Engineering Projects WKD TO#11 (COLSYS Eval of FY 2023 CCTV/SSES) (KL, CE)	100%	8/30/2023	4,580	9/28/2022	1/3/2023	1/17/2023	8/11/2023	4,580	0	ConSys: Prof Svcs 601-02430	WK Dickson Joe Swaim
	Engineering Projects WKD TO#9 (COLSYS Inspect Report/Recommend) (KL, CE)	100%	8/30/2023	18,590	9/28/2022	1/3/2023	1/17/2023	8/1/2023	8,555	10,035	ConSys: Prof Svcs 601-02430	WK Dickson Joe Swaim
	GIS Improvements -- Easement Importation (CE)	80%	12/1/2023	13,200	N/A	9/12/2023	10/3/2023		3,468	9,732	Admin: Admin Svcs 501-02420	Weston & Sampson Jason Gillespie
	Hydraulic Model Update (CE)	100%	1/30/2023	45,000	2017 Project Continued	2017 Project Continued	8/1/2022	7/14/2023	31,600	13,400	ConSys: Prof Svcs 601-02430	Will Nading GMC
	Install Fence and Gate at GCCP PS (MD)	100%	N/A	N/A	N/A	N/A	N/A	N/A	0	0	Contr Svcs: Bldg Grnd 1201-02550	Jamie Gilbert OEA
	Install Radar Level Indicators and Repair Pipes on Digesters (MD)	100%	2/1/2024	5,680	1/3/2024	1/3/2024	1/3/2024	1/10/2024	5,680	0	WRF: R&M 701-03000	Mark Dain OJRSA
	NPDES Permit Renewal Phase 2 (JM, KL)	100%	6/30/2024	17,350	4/19/2022	8/22/2022	7/1/2022	1/29/2024	17,350	0	WRF: Prof Svcs 701-02430	Goldie Associates Amy Anderson
	PAA Study Phase 3 (30 day full scale test) (KL, JM)	100%	2/30/2023	20,750	4/1/2022	8/2/2023	8/2/2023	12/15/2023	8,000	12,750	WRF: Prof Svcs 701-02430	Goldie Associates Bob Schmitt
	Paving Around Solids Pad and Dewatering Building (JM)	0%	TBD	TBD	ON HOLD - HIGH BIDS	ON HOLD - HIGH BIDS	ON HOLD - HIGH BIDS	ON HOLD - HIGH BIDS	0	0	WRF: Bldgs Grnds 701-02550	TBD
	Install Bypass Replace 3-way Valve at Millbrook PS (MD)	100%	2/2/2024	14,745	9/29/2023	10/5/2023	1/22/2024	1/23/2024	14,745	0	ConSys: Millbrook PS 601-05110	Cove Utilities Jeff Caffary
	Replace/Paint Walkway Handrails (JM)	0%	5/31/2024	12,500	N/A	N/A			371	12,129	WRF: Bldgs Grnds 701-02550	Johnny McCall OJRSA
	Seneca Creek Pump Station and Force Main Replacement Design (#2023-05; CE, KL)	95%	6/1/2023	339,400	Took over from SL&W	8/17/2022	8/16/2022		306,075	33,325	O&M CIP: ConSys 1401-06071	GMC Will Nading
	Streambank & Easement Repairs (KL)	65%	6/30/2024	40,000	N/A	N/A	7/3/2023		23,239	16,761	Consys: Grav & FM 601-05230	OJRSA ConSys Michael McClain
	Transformer/Switchgear Cleaning and Inspection at Pump Stations (MD)	100%	12/15/2023	0	N/A	N/A	N/A	N/A	0	0	ConSys: Prof Svcs 601-02430	Instel Stewart Reynolds
Transformer/Switchgear Cleaning and Inspection at WRF (MD)	100%	12/15/2023	8,000	N/A	N/A	12/6/2023	12/6/2023	8,500	(500)	WRF: Prof Svcs 701-02430	Instel Stewart Reynolds	
H2S Control Investigation at Martin Creek PS/FM (KL)	5%	6/30/2024	TBD	TBD	TBD	2/14/2024		0	0	TBD	TBD	
Utility Water Engineering Assessment (JM, KL)	6%	5/31/2024	21,000	11/17/2023	1/22/2024			0	21,000	WRF: Prof Svcs 701-02430	Weston & Sampson Jason Gillespie	
				682,911	TOTAL FUNDS OBLIGATED/ACTUAL TO DATE:				437,269	-245,642	TOTAL AWARDED BUDGET REMAINING	

FY2024 O&M Fund Projects

2/15/2024 08:57

O&M Project <i>(Project Number (if applicable); PM)</i> <u>CANNOT CARRY OVER TO NEXT FISCAL YEAR WITHOUT BUDGET APPROVAL</u>	Notes
Consent Order 21-025-W Project: Sewer Use Regulation Revision and Adoption <i>(CE)</i>	7/10: Presented to OJRSA Board for consideration. Plan to approve for public notice at 8/7 Board meeting. 8/7: Board approved for public notice. Hearing scheduled for 9/11. 9/11: Board approved after receiving no public comments. COMPLETE.
Consent Order 21-025-W Project: Biannual Report <i>(CE)</i>	DUE TO DHEC EVERY SIX MONTHS. Reports submitted: 11/14/2021, 5/9/2022, 11/10/2022, 5/9/2023, 11/9/2023. Next due 5/10/2024.
CCTV for CMOM/Consent Order YEAR 2 <i>(#2024-04; KL)</i>	10/11: Mobilized and began work. 10/16: Has completed 4 line segments, very little sediment and issues found so far. 11/13: Have 2 segments left to CCTV then finished. 11/17: Completed field work, still owes evaluation and CCTV footage. 12/15: COMPLETE.
Engineering Projects WKD TO#10 (PS Evals: CON/PERK/MART/CHOE) <i>(KL, CE)</i>	For SCIIP Match. CONTINUATION OF FY 2023 PROJECT (Spent FY 2023: \$64,894 of \$70,000). 9/5: KL and MD reviewing. 9/15: KL sent comments to WK Dickson. 10/6: Received report. KL confirmed it is complete. COMPLETE.
Engineering Projects WKD TO#11 (COLSYS Eval of FY 2023 CCTV/SSES) <i>(KL, CE)</i>	For SCIIP Match. CONTINUATION OF FY 2023 PROJECT (Spent FY 2023: \$36,920 of \$41,500). 8/11: COMPLETE.
Engineering Projects WKD TO#9 (COLSYS Inspect Report/Recommend) <i>(KL, CE)</i>	For SCIIP Match. CONTINUATION OF FY 2023 PROJECT (Spent FY 2023: \$30,410 OF \$49,000). 9/5: COMPLETE. This was used to go out for bid that was awarded to Tugaloo.
GIS Improvements -- Easement Importation <i>(CE)</i>	12/15: Working with L Brandt's office to locate missing easements (if they are indeed missing, otherwise no easements exist for several sewers within system)
Hydraulic Model Update <i>(CE)</i>	FY 2023 project that was finalized in early FY 2024. 6/8: Received draft report. 7/14: COMPLETE
Install Fence and Gate at GCCP PS <i>(MD)</i>	9/29: J Gilbert mentioned at OEA meeting they will be installing. 10/3: Emailed J Gilbert and Kyle. JG responded and said they're taking care of it and no assistance is needed from OJRSA. Considered COMPLETE.
Install Radar Level Indicators and Repair Pipes on Digesters <i>(MD)</i>	11/13: Still waiting. Have repaired pipes. 12/15: Negotiating prices, expect to order next week. 1/2: Got quote today. 1/16: Equipment has arrived from Clearwater. COMPLETE
NPDES Permit Renewal Phase 2 <i>(JM, KL)</i>	<u>Continued from Phase 1 FY 2023.</u> 1/16: KL going over to Goldie to enter info into ePermitting once OJRSA approves of draft. 1/29: Application submitted to DHEC. COMPLETE
PAA Study Phase 3 (30 day full scale test) <i>(KL, JM)</i>	CONTINUATION OF FY 2023 PROJECT (Spent FY 2023: \$29,250). 11/13: Goldie having to now do toxicity. Should be finished by end of month. 12/15: COMPLETE. Passed all criteria. Goal is to have it included in next NPDES permit.
Paving Around Solids Pad and Dewatering Building <i>(JM)</i>	10/16: Spoke with King, waiting to hear from Doug. 11/13: King finally showed up. Came in substantially over budget. ON HOLD. 2/15: KL talking with another paving company to see what their price will be.
Install Bypass Replace 3-way Valve at Millbrook PS <i>(MD)</i>	10/3: Got back quote, it's within budget. Now will work on scheduling. MD gathering parts. 10/5: Authorized Cove to perform work. 10/16: Waiting on parts. 11/13: Still waiting on parts. 12/15: Scheduled for 1/24/2024. 1/24: COMPLETE. Waiting on invoice.
Replace/Paint Walkway Handrails <i>(JM)</i>	10/16: Buying paint this week and Sherwin Williams rep coming out to train on prep and mixing epoxy. 11/13: Scheduling person to come out. We have all paint. 1/2: Sherwin Williams said we will have to wait until temps are above 60.
Seneca Creek Pump Station and Force Main Replacement Design <i>(#2023-05; CE, KL)</i>	Continued from FY 2023. <u>FY 2024: \$120,000.</u> 1/26: A Brock said it will require 3 readings to get easement for Seneca Rail Park. County may request compensation for easement. 2/8: Received stormwater permit. Only need easements for force main construction.
Streambank & Easement Repairs <i>(KL)</i>	11/13: Repaired 3 more creek crossings (8 total) 12/15: Purchased pipe and rock for crossings. 1/16: Repaired at MH 451 (9 total). 2/8: Had to perform emergency repair related to 2/6 SSO.
Transformer/Switchgear Cleaning and Inspection at Pump Stations <i>(MD)</i>	8/17: Need to schedule. 9/5: MD called Instel to set up schedule 10/3: Scheduled for 12/6-7. 12/15: Not needed because all transformers are owned by Blue Ridge Electric Co-op and it is their responsibility to maintain these, not ours. COMPLETE
Transformer/Switchgear Cleaning and Inspection at WRF <i>(MD)</i>	8/17: Need to schedule. 9/5: MD called Instel to set up schedule 10/3: Scheduled for 12/6-7. 12/6: COMPLETE. Will need to budget to correct deficiencies found during inspection.
H2S Control Investigation at Martin Creek PS/FM <i>(KL)</i>	Added 2/14/2024 to address H2S and odors associated with Martin Creek PS/FM in the Friendship Rd/Wells Hwy area. 2/15: Developed SOP for NaClO feed and trained staff. Next milestone is consult with qualified professional to determine issue(s) by 4/30.
Utility Water Engineering Assessment <i>(JM, KL)</i>	1/2: Received 5 submittals. Will have a recommendation to O&P this month and to Board in Feb. 1/16: KL said his review team selected Weston & Sampson. 2/15: Meeting with PM on 2/29.

		RESTRICTED FUND PROJECT MILESTONES											
		Restricted Fund Projects (Project Number (if applicable); Project Manager)	% Complete	Anticipated Completion	PO/Contract Amount (\$)	Bids/RFQ/etc. Issue/Advertised	PO/Contract Signed	Started Work	Completed	Obligated/ Spent (\$)	Budget Remaining (\$)	GL Code (XXXXX = get from Office Mgr)	Comp. Performing (and Project Mgr)
FY 2024 Restricted Funds Capital Projects	Projects may carry across budget years	Central Oconee County Sewer Basin Study (CE)	15%	6/3/2024	317,800	N/A	8/9/2023	9/12/2023		82,610	235,190	PROJ & CONT 1501-09007	Weston & Sampson Kip Gearhart
	Consent Order Projects 2022 CONSTRUCTION SCIIP MATCH (#2024-02; CE, KL)	60%	2/28/2024	351,291	7/28/2023	10/17/2023	12/4/2023		95,438	255,853	PROJ & CONT 1501-09008	Tugaloo Pipeline Ed Hare	
	Consent Order Projects 2023 ENGINEERING (WKD TO#13) SCIIP MATCH (#2021-01; CE, KL)	20%	8/31/2025	398,000	N/A	9/15/2023	10/3/2023		81,119	316,881	PROJ & CONT 1501-09009	WK Dickson Joe Swaim	
	Consent Order Projects 2023 CONSTRUCTION SCIIP PROJECT (#20XX-XX; CE, KL)	0%	8/31/2025	TBD	TBD				0	0	PROJ & CONT 1501-TBD	TBD	
	Dewatering Equipment Replacement ENGINEERING SCIIP MATCH (#2024-06; KL)	8%	PHASE I 5/31/2024	73,200	9/15/2023	12/19/2023	1/11/2024		17,340	55,860	PROJ & CONT 1501-09011	KCI Technologies Tom Vollmar	
	Dewatering Equipment Replacement CONSTRUCTION SCIIP PROJECT (#2024-XX; KL)	0%	TBD	TBD	MUST	COMPLETE	ENGINEERING	FIRST	0	0	PROJ & CONT 1501-TBD	TBD	
	Exit 4/Oconee Manufacturing Park PS/Sewer ENGINEERING (Oconee County #TBD; CE)	90%	TBD	N/A OCONEE CO PROJ	N/A OCONEE CO PROJ	N/A OCONEE CO PROJ	Sometime in 2022		0	0	TBD	Thomas & Hutton Lee Brackett	
	Flat Rock PS Replacement ENGINEERING/ CONST SVCS SCIIP MATCH (#2022-03; CE)	60%	9/30/2024	177,800	2/14/2022	7/5/2025	7/1/2022		110,137	67,663	PROJ & CONT 1501-09005	KCI Technologies Tom Vollmar	
	Flat Rock PS Replacement CONSTRUCTION (#2024-03; CE) SCIIP PROJECT	3%	9/30/2024	1,293,500	6/7/2023	8/29/2023			34,200	1,259,300	PROJ & CONT 1501-09005	Cove Utilities Jeff Caffery	
	Regional Sewer Feasibility Study RIA GRANT (#2024-01; CE)	30%	11/29/2024	100,000	5/26/2023	10/10/2023	11/8/2023		29,830	70,170	PROJ & CONT 1501-09010	WK Dickson Angie Mettlen	
	Sewer South Phase II ENGINEERING/ CONSTRUCTION/INSPECT SVCS (CE)	50%	6/30/2024	480,850	N/A	5/4/2023	5/4/2023		208,769	272,081	SSF: CIP 1401-06050	Davis & Floyd John Reynolds	
	Sewer South Phase II CONSTRUCTION (CE)	50%	6/30/2024	11,843,452	9/27/2022	3/23/2023	6/1/2023		4,858,714	6,984,738	SSF: CIP 1401-06050	Kevin Moorhead Moorhead Construct	
	Thickener Sludge Pump (P-113), Including Install (MD)	100%	5/30/2023	29,571	8/1/2022	12/13/2023	6/29/2023	8/4/2023	37,949	(8,378)	PROJ & CONT 1501-09002	Greenstone Drew Goldie	
		0%							0	0			
	0%							0	0				

15,065,464

TOTAL RESTRICTED FUNDS OBLIGATED/ACTUAL TO DATE:

5,556,105

-9,509,360

TOTAL AWARDED BUDGET REMAINING

Restricted Fund Projects (Project Number (if applicable); Project Manager)	Notes
Central Oconee County Sewer Basin Study (CE)	To continue under #2022-01 (Southern Oconee/Western Anderson Sewer Master Plan). 11/8: Stakeholder meeting today. 12/15: Consultant working to schedule stakeholder meetings for 2024 Q1. 2/8: Began public workshops. Others to be held 2/15 and 2/22.
Consent Order Projects 2022 CONSTRUCTION SCIIP MATCH (#2024-02; CE, KL)	Carryover from FY 2023. 1/16: Still working on east side of system. Weather has impacted project. 1/23: Extension granted to 2/28 due to weather (was 2/1). 2/15: All eastern side repairs are complete and tested. Preparing for pipe replacement + 2 point repairs.
Consent Order Projects 2023 ENGINEERING (WKD TO#13) SCIIP MATCH (#2021-01; CE, KL)	10/3: Kickoff meeting held. 12/8: Received plans from WK Dickson. CE, KL, MM need to review these. 1/2: Still need to review. 1/12: Provided comments to J Swaim.
Consent Order Projects 2023 CONSTRUCTION SCIIP PROJECT (#20XX-XX; CE, KL)	8/17: To be bid upon design (WKD TO#13). 10/3: Anticipated bidding to begin 5/2024 and construction to begin around 8/2024.
Dewatering Equipment Replacement ENGINEERING SCIIP MATCH (#2024-06; KL)	1/11: Kickoff meeting held. Gathering data. 1/16: Letter to RIA sent requesting CMAR approval. 2/12: Revised and resubmitted CMAR letter to RIA based on their feedback. 2/15: Completed review of CMAR RFP, returned to KCI for further review.
Dewatering Equipment Replacement CONSTRUCTION SCIIP PROJECT (#2024-XX; KL)	FY 2024 O&P Fund project "Dewatering Equipment Assessment FOR EVENTUAL SCIIP PROJECT" must be completed first.
Exit 4/Oconee Manufacturing Park PS/Sewer ENGINEERING (Oconee County #TBD; CE)	9/19: Sent comments back to T&H. Revisions necessary. 11/27: Spoke with L Brackett about changes and he had a few questions for M Dain. 12/19: Received updated drawings w/ request for letter to go to DHEC. Responded that I will need Board approval for this.
Flat Rock PS Replacement ENGINEERING/ CONST SVCS SCIIP MATCH (#2022-03; CE)	6/2: Received approval from Nate Foutch (SC RIA) to advertise. KCI plans to have pre-bid 6/27. 6/7: Advertised w/ SCBO, put on OJRSA website. Bid opening 7/18. 8/29: Pre-con mtg held with Cove Utilities.
Flat Rock PS Replacement CONSTRUCTION (#2024-03; CE) SCIIP PROJECT	8/15: Received approval to proceed from RIA. 8/29: Signed contract, Notice to Proceed, conducted pre-con meeting. 9/19: Construction not to start until 1/2024. 11/13: Scheduled to begin construction in 3/2024 due to electrical/genset.
Regional Sewer Feasibility Study RIA GRANT (#2024-01; CE)	11/8: Stakeholder meetings today. 12/15: RFI to cities, county, OJRSA due today. 1/2: Meetings set up for later this month. 2/14: AM said all meetings with cities, county complete. On schedule.
Sewer South Phase II ENGINEERING/ CONSTRUCTION/INSPECT SVCS (CE)	<i>Also see Sewer South Phase II Construction for additional information.</i> 10/6: County approved additional \$6,350 to survey access road. Contract total increased by this amount.
Sewer South Phase II CONSTRUCTION (CE)	1/11: Met with two property owners where additional easement acquisition is necessary. 1/17: Beginning to pull pipe under lake. 1/31: Pipe underneath lake complete and started work on pump stations.
Thickener Sludge Pump (P-113), Including Install (MD)	<i>Carryover from FY 2023. Some costs may have been paid during previous FY.</i> 9/15: COMPLETE.

010 OJRSA FUND
 004 REVENUE
 00401 REVENUE

Revenue Report

Oconee Joint Rsa
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Level 4 Summary for January 2024

Accounts	Budget Appropriation	Supplemental Appropriation	Adjusted Budget	Current Pd Revenue	Curr Pct	Year To Date Revenue	YTD Pct	Budget Balance
010 OJRSA FUND								
004 REVENUE								
00401 REVENUE								
01770 CONNECTION FEES	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,025.41	0	(\$2,025.41)
01790 UNRESTRICTED INTEREST	\$2,500.00	\$0.00	\$2,500.00	\$1,650.39	66	\$58,305.54	2332	(\$55,805.54)
01800 SALE OF ASSETS	\$0.00	\$0.00	\$0.00	\$0.00	0	\$13,275.00	0	(\$13,275.00)
01830 HAULED WASTE SVCES	\$273,159.00	\$0.00	\$273,159.00	\$13,011.00	5	\$119,948.10	44	\$153,210.90
01840 OTHER REVENUE	\$16,750.00	\$0.00	\$16,750.00	\$0.00	0	\$23,849.28	142	(\$7,099.28)
01880 CAPACITY FEES	\$0.00	\$0.00	\$0.00	\$0.00	0	\$4,500.00	0	(\$4,500.00)
01910 USER FEES	\$5,662,336.00	\$0.00	\$5,662,336.00	\$357,417.59	6	\$3,358,714.13	59	\$2,303,621.87
Total Revenue	\$5,954,745.00	\$0.00	\$5,954,745.00	\$372,078.98	6	\$3,580,617.46	60	\$2,374,127.54
00801 PRETREATMENT								
01850 INDUSTRIES	\$175,932.00	\$0.00	\$175,932.00	\$6,959.61	4	\$95,958.24	55	\$79,973.76
Total Pretreatment	\$175,932.00	\$0.00	\$175,932.00	\$6,959.61	4	\$95,958.24	55	\$79,973.76
01101 IMPACT FEES								
01780 RESTRICTED INTEREST	\$1,400.00	\$0.00	\$1,400.00	\$2,534.14	181	\$60,762.14	4340	(\$59,362.14)
01880 CAPACITY FEES	\$290,000.00	\$0.00	\$290,000.00	(\$51,917.25)	(18)	\$697,300.00	240	(\$407,300.00)
01930 UNUSED CAPACITY FEES	\$120,000.00	\$0.00	\$120,000.00	\$64,627.35	54	\$64,627.35	54	\$55,372.65
Total Impact Fees	\$411,400.00	\$0.00	\$411,400.00	\$15,244.24	4	\$822,689.49	200	(\$411,289.49)
01201 CONTRACT OPERATIONS								
01900 INTERGOV. REIMBURSEMENT	\$39,616.00	\$0.00	\$39,616.00	\$5,327.88	13	\$18,988.12	48	\$20,627.88
Total Contract Operations	\$39,616.00	\$0.00	\$39,616.00	\$5,327.88	13	\$18,988.12	48	\$20,627.88
01301 RETAIL SERVICES								
01780 RESTRICTED INTEREST	\$0.00	\$0.00	\$0.00	\$5,923.29	0	\$19,151.36	0	(\$19,151.36)
01821 GRANTS - SEWER SOUTH	\$6,659,875.00	\$0.00	\$6,659,875.00	\$7,831.25	0	\$3,651,148.24	55	\$3,008,726.76
01900 INTERGOV. REIMBURSEMENT	\$6,730,302.00	\$0.00	\$6,730,302.00	\$24,849.88	0	\$151,224.51	2	\$6,579,077.49
Total Retail Services	\$13,390,177.00	\$0.00	\$13,390,177.00	\$38,604.42	0	\$3,821,524.11	29	\$9,568,652.89
01501 CONTINGENCY FUND								
01780 RESTRICTED INTEREST	\$300.00	\$0.00	\$300.00	\$1,019.60	340	\$1,019.60	340	(\$719.60)
01840 OTHER REVENUE	\$9,799,975.00	\$0.00	\$9,799,975.00	\$0.00	0	\$0.00	0	\$9,799,975.00
Total Contingency Fund	\$9,800,275.00	\$0.00	\$9,800,275.00	\$1,019.60	0	\$1,019.60	0	\$9,799,255.40
Total REVENUE	\$29,772,145.00	\$0.00	\$29,772,145.00	\$439,234.73	1	\$8,340,797.02	28	\$21,431,347.98
Total OJRSA FUND	\$29,772,145.00	\$0.00	\$29,772,145.00	\$439,234.73	1	\$8,340,797.02	28	\$21,431,347.98
TOTAL ALL FUNDS	\$29,772,145.00	\$0.00	\$29,772,145.00	\$439,234.73	1	\$8,340,797.02	28	\$21,431,347.98

010 OJRSA FUND
 005 EXPENSES
 00501 ADMINISTRATION

Expenditure Report

Ocone Joint Rsa
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Level 4 Summary for January 2024

Accounts	Budget Appropriation	Supplemental Appropriation	Adjusted Budget	Curr Pct	Year To Date Expenditures	YTD Pct	Encumbered Balance	Unencumbered Balance	Une Pct
010 OJRSA FUND									
005 EXPENSES									
00501 ADMINISTRATION									
01140 100% DEPRECIATION EXPENSE	\$1,178,823.00	\$0.00	\$1,178,823.00	8	\$687,646.75	58	\$0.00	\$491,176.25	42
01300 PAYROLL: SALARIES	\$1,110,027.00	\$0.00	\$1,110,027.00	7	\$556,751.99	50	\$0.00	\$553,275.01	50
01310 OVERTIME	\$33,582.00	\$0.00	\$33,582.00	13	\$13,757.14	41	\$0.00	\$19,824.86	59
01350 PAYROLL: FICA/MEDICARE WH	\$93,139.00	\$0.00	\$93,139.00	7	\$45,835.73	49	\$0.00	\$47,303.27	51
01380 PAYROLL: RETIREMENT	\$212,254.00	\$0.00	\$212,254.00	7	\$101,450.65	48	\$0.00	\$110,803.35	52
02200 COMMISSIONER EXPENSES	\$13,680.00	\$0.00	\$13,680.00	9	\$7,380.00	54	\$0.00	\$6,300.00	46
02220 GROUP INSURANCE	\$189,671.00	\$0.00	\$189,671.00	0	\$99,499.73	52	\$0.00	\$90,171.27	48
02240 WORKERS' COMPENSATION	\$23,400.00	\$0.00	\$23,400.00	0	\$17,954.00	77	\$0.00	\$5,446.00	23
02250 INSURANCE-PROPERTY/GENERAL	\$73,065.00	\$0.00	\$73,065.00	91	\$67,701.57	93	\$0.00	\$5,363.43	7
02260 EMPLOYEE WELLNESS	\$2,400.00	\$0.00	\$2,400.00	7	\$1,679.61	70	\$0.00	\$720.39	30
02270 UNIFORMS	\$28,130.00	\$0.00	\$28,130.00	5	\$12,720.97	45	\$0.00	\$15,409.03	55
02280 TRAVEL & POV MILEAGE	\$250.00	\$0.00	\$250.00	0	\$165.00	66	\$0.00	\$85.00	34
02290 AGENCY MEMBERSHIPS	\$11,665.00	\$0.00	\$11,665.00	26	\$3,850.00	33	\$0.00	\$7,815.00	67
02300 LICENSES/CERTIFS/MEMBERSHIPS	\$4,655.00	\$0.00	\$4,655.00	1	\$1,321.68	28	\$0.00	\$3,333.32	72
02310 SEMINARS/WKSHOPS & TRAINING	\$29,220.00	\$0.00	\$29,220.00	0	\$7,938.14	27	\$0.00	\$21,281.86	73
02320 EVENTS & MEETING EXPENSES	\$3,800.00	\$0.00	\$3,800.00	23	\$2,875.94	76	\$0.00	\$924.06	24
02340 PUBLIC RELATIONS & ADVERTISING	\$9,600.00	\$0.00	\$9,600.00	10	\$7,045.93	73	\$0.00	\$2,554.07	27
02360 MAILING/SHIPPING	\$600.00	\$0.00	\$600.00	0	\$87.55	15	\$0.00	\$512.45	85
02370 SAFETY EQUIPMENT	\$32,060.00	\$0.00	\$32,060.00	0	\$20,267.48	63	\$214.76	\$11,577.76	36
02380 OFFICE SUPPLIES	\$69,242.00	\$0.00	\$69,242.00	1	\$19,078.17	28	\$0.00	\$50,163.83	72
02390 JANITORIAL SUPPLIES	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$0.00	0
02410 TECHNOLOGY: PHONES/INTERNET/TV	\$17,724.00	\$0.00	\$17,724.00	8	\$8,275.02	47	\$0.00	\$9,448.98	53
02420 ADMINISTRATION SERVICES	\$186,070.00	\$0.00	\$186,070.00	12	\$133,008.12	71	\$0.00	\$53,061.88	29
02440 O&M CONTINGENCY	\$60,000.00	\$0.00	\$60,000.00	0	\$0.00	0	\$0.00	\$60,000.00	100
02520 FUEL: VEHICLES & EQUIPMENT	\$37,000.00	\$0.00	\$37,000.00	6	\$16,683.32	45	\$0.00	\$20,316.68	55
02530 R&M: VEHICLES/TRAILERS/EQUIP	\$34,500.00	\$0.00	\$34,500.00	7	\$19,257.83	56	\$522.56	\$14,719.61	43
02560 FEES & PENALTIES	\$7,685.00	\$0.00	\$7,685.00	1	\$3,641.98	47	\$0.00	\$4,043.02	53
02590 ROLLING STOCK & EQUIPMENT	\$36,750.00	\$0.00	\$36,750.00	0	\$29,441.00	80	\$0.00	\$7,309.00	20
Total Administration	\$3,498,992.00	\$0.00	\$3,498,992.00	9	\$1,885,315.30	54	\$737.32	\$1,612,939.38	46
00601 CONVEYANCE SYSTEM									
02400 SUPPLIES/TOOLS	\$17,000.00	\$0.00	\$17,000.00	2	\$3,288.69	19	\$241.72	\$13,469.59	79
02401 MAINTENANCE TOOLS & SUPPLIES	\$13,000.00	\$0.00	\$13,000.00	1	\$5,413.36	42	\$239.86	\$7,346.78	57
02411 TECHNOLOGY: SCADA	\$20,500.00	\$0.00	\$20,500.00	0	\$11,629.88	57	\$0.00	\$8,870.12	43
02430 SERVICES: PROFESSIONAL/CONSULT	\$177,408.00	\$0.00	\$177,408.00	1	\$181,374.65	102	\$0.00	(\$3,966.65)	(2)
02450 CHEMICALS: SODIUM HYPOCHLORITE	\$20,593.00	\$0.00	\$20,593.00	8	\$12,934.12	63	\$0.00	\$7,658.88	37
02455 CHEMICALS: HERBICIDE/PESTICIDE	\$1,500.00	\$0.00	\$1,500.00	0	\$731.22	49	\$0.00	\$768.78	51
02490 ELECTRICITY	\$261,977.00	\$0.00	\$261,977.00	10	\$144,991.93	55	\$0.00	\$116,985.07	45
02500 WATER	\$8,950.00	\$0.00	\$8,950.00	7	\$5,537.82	62	\$0.00	\$3,412.18	38
02521 FUEL: GENERATORS	\$6,500.00	\$0.00	\$6,500.00	2	\$127.83	2	\$3,560.95	\$2,811.22	43
02540 EQUIPMENT RENTALS	\$5,000.00	\$0.00	\$5,000.00	17	\$977.87	20	\$0.00	\$4,022.13	80

010 OJRSA FUND
005 EXPENSES
00601 CONVEYANCE SYSTEM

Oconee Joint Rsa
Expenditure Report
Level 4 Summary for January 2024

Accounts	Budget Appropriation	Supplemental Appropriation	Adjusted Budget	Curr Pct	Year To Date Expenditures	YTD Pct	Encumbered Balance	Unencumbered Balance	Une Pct
02550 BUILDINGS & GROUNDS	\$16,500.00	\$0.00	\$16,500.00	30	\$5,624.43	34	(\$4,956.00)	\$15,831.57	96
02590 ROLLING STOCK & EQUIPMENT	\$244,884.00	\$0.00	\$244,884.00	9	\$223,226.81	91	\$0.00	\$21,657.19	9
04000 FLOW MONITOR STAS	\$600.00	\$0.00	\$600.00	0	\$0.00	0	\$0.00	\$600.00	100
05000 PUMP STATIONS	\$178,600.00	\$0.00	\$178,600.00	3	\$20,936.74	12	(\$4,663.96)	\$162,327.22	91
05010 PUMP STATIONS: CANE PS	\$0.00	\$0.00	\$0.00	0	\$214.63	0	\$0.00	(\$214.63)	0
05020 PUMP STATIONS: CHOESTOE A PS	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$0.00	0
05030 PUMP STATIONS: CONERROSS PS	\$0.00	\$0.00	\$0.00	0	\$73.83	0	\$37.14	(\$110.97)	0
05050 PUMP STATIONS: DAVIS CRK 1 PS	\$0.00	\$0.00	\$0.00	0	\$835.75	0	\$0.00	(\$835.75)	0
05060 PUMP STATIONS: DAVIS CRK 2 PS	\$0.00	\$0.00	\$0.00	0	(\$4,800.31)	0	\$0.00	\$4,800.31	0
05070 PUMP STATIONS: FLAT ROCK PS	\$0.00	\$0.00	\$0.00	0	\$2,197.92	0	\$0.00	(\$2,197.92)	0
05090 PUMP STATIONS: ISS PS	\$0.00	\$0.00	\$0.00	0	\$94.45	0	\$0.00	(\$94.45)	0
05100 PUMP STATIONS: MARTIN CREEK PS	\$0.00	\$0.00	\$0.00	0	\$2,304.83	0	\$0.00	(\$2,304.83)	0
05110 PUMP STATIONS: MILLBROOK PS	\$0.00	\$0.00	\$0.00	0	\$10,729.40	0	\$14,745.00	(\$25,474.40)	0
05120 PUMP STATIONS: PELHAM CREEK PS	\$0.00	\$0.00	\$0.00	0	\$510.24	0	\$0.00	(\$510.24)	0
05130 PUMP STATIONS: PERKINS PS	\$0.00	\$0.00	\$0.00	0	\$13,023.47	0	\$0.00	(\$13,023.47)	0
05150 PUMP STATIONS: SPEEDS PS	\$0.00	\$0.00	\$0.00	0	\$8.46	0	\$0.00	(\$8.46)	0
05230 GRAVITY SEWER & FORCE MAINS	\$76,000.00	\$0.00	\$76,000.00	15	\$35,363.56	47	\$0.00	\$40,636.44	53
Total Conveyance System	\$1,049,012.00	\$0.00	\$1,049,012.00	7	\$677,351.58	65	\$9,204.71	\$362,455.71	35
00701 WRF OPERATIONS									
02400 SUPPLIES/TOOLS	\$8,000.00	\$0.00	\$8,000.00	0	\$106.99	1	\$0.00	\$7,893.01	99
02411 TECHNOLOGY: SCADA	\$13,500.00	\$0.00	\$13,500.00	81	\$15,005.13	111	\$0.00	(\$1,505.13)	(11)
02430 SERVICES: PROFESSIONAL/CONSULT	\$217,790.00	\$0.00	\$217,790.00	2	\$20,856.60	10	\$0.00	\$196,933.40	90
02451 CHEMICALS: CHLORINE	\$60,242.00	\$0.00	\$60,242.00	16	\$19,623.47	33	\$0.00	\$40,618.53	67
02452 CHEMICALS: POLYMER	\$66,450.00	\$0.00	\$66,450.00	5	\$27,793.16	42	\$0.00	\$38,656.84	58
02454 CHEMICALS: SODIUM BISULFITE	\$21,474.00	\$0.00	\$21,474.00	0	\$11,462.84	53	\$0.00	\$10,011.16	47
02457 CHEMICALS: OTHER	\$8,500.00	\$0.00	\$8,500.00	0	\$0.00	0	\$0.00	\$8,500.00	100
02470 GARBAGE	\$2,024.00	\$0.00	\$2,024.00	1	\$173.25	9	\$0.00	\$1,850.75	91
02480 NATURAL GAS	\$2,520.00	\$0.00	\$2,520.00	0	\$336.06	13	\$0.00	\$2,183.94	87
02490 ELECTRICITY	\$336,000.00	\$0.00	\$336,000.00	8	\$175,200.31	52	\$0.00	\$160,799.69	48
02500 WATER	\$2,835.00	\$0.00	\$2,835.00	7	\$4,132.18	146	\$0.00	(\$1,297.18)	(46)
02510 SLUDGE DISPOSAL	\$344,658.00	\$0.00	\$344,658.00	6	\$116,267.25	34	\$0.00	\$228,390.75	66
02521 FUEL: GENERATORS	\$4,000.00	\$0.00	\$4,000.00	0	\$0.00	0	\$0.00	\$4,000.00	100
02540 EQUIPMENT RENTALS	\$5,000.00	\$0.00	\$5,000.00	0	\$2,229.14	45	\$0.00	\$2,770.86	55
02550 BUILDINGS & GROUNDS	\$51,900.00	\$0.00	\$51,900.00	0	\$5,056.29	10	\$0.00	\$46,843.71	90
03000 WATER RECLAMATION FACILITY	\$90,800.00	\$0.00	\$90,800.00	4	\$53,637.28	59	\$425.29	\$36,737.43	40
Total Wrf Operations	\$1,235,693.00	\$0.00	\$1,235,693.00	6	\$451,879.95	37	\$425.29	\$783,387.76	63
00801 PRETREATMENT									
01300 PAYROLL: SALARIES	\$73,892.00	\$0.00	\$73,892.00	8	\$43,286.14	59	\$0.00	\$30,605.86	41
01380 PAYROLL: RETIREMENT	\$13,714.00	\$0.00	\$13,714.00	8	\$7,924.39	58	\$0.00	\$5,789.61	42
02220 GROUP INSURANCE	\$7,325.00	\$0.00	\$7,325.00	0	\$3,680.40	50	\$0.00	\$3,644.60	50
02300 LICENSES/CERTIFS/MEMBERSHIPS	\$425.00	\$0.00	\$425.00	0	\$185.00	44	\$0.00	\$240.00	56

**010 OJRSA FUND
005 EXPENSES
00801 PRETREATMENT**

**Oconee Joint Rsa
Expenditure Report
Level 4 Summary for January 2024**

Accounts	Budget Appropriation	Supplemental Appropriation	Adjusted Budget	Curr Pct	Year To Date Expenditures	YTD Pct	Encumbered Balance	Unencumbered Balance	Une Pct	
02310 SEMINARS/WKSHOPS & TRAINING	\$1,660.00	\$0.00	\$1,660.00	0	\$120.00	7	\$0.00	\$1,540.00	93	
02340 PUBLIC RELATIONS & ADVERTISING	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$0.00	0	
02380 OFFICE SUPPLIES	\$4,920.00	\$0.00	\$4,920.00	48	\$7,907.76	161	\$0.00	(\$2,987.76)	(61)	
02410 TECHNOLOGY: PHONES/INTERNET/TV	\$660.00	\$0.00	\$660.00	16	\$374.04	57	\$0.00	\$285.96	43	
02430 SERVICES: PROFESSIONAL/CONSULT	\$44,014.00	\$0.00	\$44,014.00	12	\$15,177.00	34	\$0.00	\$28,837.00	66	
Total Pretreatment	\$146,610.00	\$0.00	\$146,610.00	10	\$78,654.73	54	\$0.00	\$67,955.27	46	
00901 LABORATORY										
02400 SUPPLIES/TOOLS	\$6,100.00	\$0.00	\$6,100.00	4	\$4,747.35	78	\$0.00	\$1,352.65	22	
02430 SERVICES: PROFESSIONAL/CONSULT	\$35,110.00	\$0.00	\$35,110.00	7	\$17,967.40	51	\$0.00	\$17,142.60	49	
02456 CHEMICALS: LABORATORY	\$4,500.00	\$0.00	\$4,500.00	12	\$3,582.37	80	\$0.00	\$917.63	20	
Total Laboratory	\$45,710.00	\$0.00	\$45,710.00	7	\$26,297.12	58	\$0.00	\$19,412.88	42	
01201 CONTRACT OPERATIONS										
02411 TECHNOLOGY: SCADA	\$625.00	\$0.00	\$625.00	0	\$623.40	100	\$0.00	\$1.60	0	
02430 SERVICES: PROFESSIONAL/CONSULT	\$12,095.00	\$0.00	\$12,095.00	1	\$100.00	1	\$0.00	\$11,995.00	99	
02500 WATER	\$1,365.00	\$0.00	\$1,365.00	3	\$404.54	30	\$0.00	\$960.46	70	
02521 FUEL: GENERATORS	\$500.00	\$0.00	\$500.00	0	\$0.00	0	\$0.00	\$500.00	100	
02550 BUILDINGS & GROUNDS	\$5,500.00	\$0.00	\$5,500.00	0	\$0.00	0	\$901.00	\$4,599.00	84	
05170 PUMP STATIONS: GCCP-PS	\$10,500.00	\$0.00	\$10,500.00	0	\$18.96	0	\$8.46	\$10,472.58	100	
Total Contract Operations	\$30,585.00	\$0.00	\$30,585.00	1	\$1,146.90	4	\$909.46	\$28,528.64	93	
01301 RETAIL SERVICES										
02411 TECHNOLOGY: SCADA	\$1,230.00	\$0.00	\$1,230.00	0	\$0.00	0	\$0.00	\$1,230.00	100	
02430 SERVICES: PROFESSIONAL/CONSULT	\$25,000.00	\$0.00	\$25,000.00	99	\$25,347.38	101	\$0.00	(\$347.38)	(1)	
02490 ELECTRICITY	\$2,000.00	\$0.00	\$2,000.00	0	\$0.00	0	\$0.00	\$2,000.00	100	
02500 WATER	\$0.00	\$0.00	\$0.00	0	\$70.76	0	\$0.00	(\$70.76)	0	
05000 PUMP STATIONS	\$500.00	\$0.00	\$500.00	0	\$0.00	0	\$0.00	\$500.00	100	
05240 OCONEE CO REIMBURSEMENT	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$0.00	0	
06050 SEWER SOUTH PHASE II	\$13,361,447.00	\$0.00	\$13,361,447.00	5	\$4,400,235.66	33	\$0.00	\$8,961,211.34	67	
Total Retail Services	\$13,390,177.00	\$0.00	\$13,390,177.00	5	\$4,425,653.80	33	\$0.00	\$8,964,523.20	67	
01401 CAPITAL PROJECTS										
06050 SEWER SOUTH PHASE II	\$0.00	\$0.00	\$0.00	0	\$124,977.13	0	\$0.00	(\$124,977.13)	0	
06060 CONVEYANCE SYSTEM	\$120,000.00	\$0.00	\$120,000.00	0	\$0.00	0	\$0.00	\$120,000.00	100	
06070 FLAT ROCK PS REPLACEMENT	\$0.00	\$0.00	\$0.00	0	\$0.00	0	\$0.00	\$0.00	0	
06071 SENECA PS & FM UPGRADE/SPEEDS	\$0.00	\$0.00	\$0.00	0	\$111,669.84	0	\$0.00	(\$111,669.84)	0	
Total Capital Projects	\$120,000.00	\$0.00	\$120,000.00	27	\$236,646.97	197	\$0.00	(\$116,646.97)	(97)	
01501 CONTINGENCY FUND										
00002 CONTINGENCY EXPENSES	\$10,810,825.00	\$0.00	\$10,810,825.00	0	\$0.00	0	\$0.00	\$10,810,825.00	100	
06070 FLAT ROCK PS REPLACEMENT	\$0.00	\$0.00	\$0.00	0	\$3,000.00	0	\$0.00	(\$3,000.00)	0	
09002 P-113 SLUDGE PUMP REPLACEMENT	\$0.00	\$0.00	\$0.00	0	\$8,375.00	0	\$0.00	(\$8,375.00)	0	
09005 FLAT ROCK PS UPGRADE	\$0.00	\$0.00	\$0.00	0	\$47,880.00	0	\$0.00	(\$47,880.00)	0	
09007 CENTRAL OCONEE SWR MASTER PLAI	\$0.00	\$0.00	\$0.00	0	\$82,610.00	0	\$0.00	(\$82,610.00)	0	
09008 CONSENT ORDER PROJECTS 2022 CO	\$0.00	\$0.00	\$0.00	0	\$95,437.62	0	\$0.00	(\$95,437.62)	0	

010 OJRSA FUND
 005 EXPENSES
 01501 CONTINGENCY FUND

Oconee Joint Rsa
 Expenditure Report
 Level 4 Summary for January 2024

Accounts	Budget Appropriation	Supplemental Appropriation	Adjusted Budget	Curr Pct	Year To Date Expenditures	YTD Pct	Encumbered Balance	Unencumbered Balance	Une Pct
09009 COLLECTION SYSTEM REHAB	\$0.00	\$0.00	\$0.00	0	\$75,546.06	0	\$0.00	(\$75,546.06)	0
09010 REG SEWER FEASIBILITY STUDY	\$0.00	\$0.00	\$0.00	0	\$14,016.50	0	\$0.00	(\$14,016.50)	0
Total Contingency Fund	\$10,810,825.00	\$0.00	\$10,810,825.00	1	\$326,865.18	3	\$0.00	\$10,483,959.82	97
Total EXPENSES	\$30,327,604.00	\$0.00	\$30,327,604.00	4	\$8,109,811.53	27	\$11,276.78	\$22,206,515.69	73
Total OJRSA FUND	\$30,327,604.00	\$0.00	\$30,327,604.00	4	\$8,109,811.53	27	\$11,276.78	\$22,206,515.69	73
TOTAL ALL FUNDS	\$30,327,604.00	\$0.00	\$30,327,604.00	4	\$8,109,811.53	27	\$11,276.78	\$22,206,515.69	73

Year To Date
 Total

Grand Total

\$16,450,608.55

Board and Committee Meeting Policy
FOR F&A COMMITTEE CONSIDERATION February 20, 2024

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DEFINITIONS, ACRONYMS, AND FORMAT

This Section of the *Board and Committee Meeting Policy* contains definitions, acronyms, abbreviations, and formatting that are specific to this document.

DEFINITIONS

The following words, unless the context, custom or intent clearly indicates otherwise, shall mean:

Board means the OJRSA Board of Commissioners.

Declared Emergency means a proclamation that is made by either the President of the United States, Governor of South Carolina, any one of the councils governing one of the Member Cities, or Oconee County council when they believe a disaster has occurred or is imminent that is severe enough to cause substantial damages, loss, hardship, or suffering. It can be due to a natural or manmade disaster, severe weather, uncivil protest or rioting, disease, or other qualifying event.

Emergency Meeting means rare meetings that may occur due to a disaster or other activity which can impair public health or safety.

Executive Committee is as defined in Article VII, Section 5 of the *OJRSA Bylaws*.

Freedom of Information Act (or FOIA) means Title 30, Chapter 4 of the Code of Laws of South Carolina 1976, as amended. Its purpose is to have community business conducted in an open and public manner in order for the citizens to help formulate public policy and be advised of the performance of public officials.

Meeting means the convening of a quorum of the constituent membership of a public body, whether corporal or by means of electronic equipment, to discuss or act upon a matter over which the public body has supervision, control, jurisdiction, or advisory power. (SC Code of Laws 30-4-20(d)). Meetings can be of any type defined in the *OJRSA Bylaws* or within this Policy.

Member City means the cities of Seneca, Walhalla, and Westminster.

Non-Verbal Communication means Notes, text messages, and other such forms of non-verbal communication exchanged by Commissioners with other Commissioners, governing officials (i.e., elected members of the Member Cities, Oconee Council members, etc.), or members of the public that may or may not be present at the meeting.

Board and Committee Meeting Policy
FOR F&A COMMITTEE CONSIDERATION February 20, 2024

Quorum means a simple majority of the total membership of the Board or any Committee shall constitute a quorum for the conduct of any business at a Meeting. A Board member present (either physically or by telephonic or other electronic means) but disqualified from voting on a question by state law due to a conflict of interest shall not be counted for purposes of a quorum.

ACRONYMS AND ABBREVIATIONS

FOIA: Freedom of Information Act	SC: South Carolina
OJRSA: Oconee Joint Regional Sewer Authority	US: United States

DOCUMENT FORMAT

This manual contains fonts and styles that mean certain things, including points of emphasis or reference other sections or materials. Below is a list of the types used within this manual and what it represents when encountered in the *Board and Committee Meeting Policy*.

<i>Italics</i>	Title of books, manuals, and other documents
MIX-SIZED CAPITAL LETTERS	Name of sections or appendices in a book, manual, or other document

SECTION 1 – ADOPTION

The *Board and Committee Meeting Policy* (“Policy”) shall become effective in accordance with OJRSA Resolution 2024-08.

SECTION 2 – POLICY

2.1 GENERAL MEETING POLICIES

- A. The following conditions apply to all public meeting types held by OJRSA regardless of the format the meeting is held in as described in SECTION 2 of this Policy.
 - 1. Non-Verbal Communications, as described in the Definitions section, is strongly discouraged during Meetings as such communications are outside the spirit of open discussion of topics under the Freedom of Information Act. If, however, a Commissioner participates in non-verbal communication, then the following applies:
 - a. The documents are to be copied by the OJRSA Secretary/Treasurer and must be maintained with the Meeting minutes as part of the record.
 - b. The Non-Verbal Communications are to be made available to the public upon request under the FOIA unless they are determined by the OJRSA Attorney to be exempt from public disclosure. The *OJRSA Freedom of Information Act Policy* applies to such requests.
 - c. Any deviation from this requirement must be made by a majority vote of the Board on a case-by-case basis.
 - 2. Notes made for personal use during the Meetings by Commissioners are allowed and are not required to be submitted for the record.
- B. Other conditions for Meetings as stated in the current version of the *OJRSA Bylaws* apply to all Meetings contained within this Policy.
- C. Board members may attend any regular, special, or Emergency Meeting of the Board by telephonic or other electronic means, and shall be considered present for all purposes, if the Meeting has been properly noticed, and all Board members and members of the public can reasonably hear the public proceedings and be heard, if and as applicable. Any number of Board members, including all, may attend telephonically or by other electronic means.
- D. Board members in attendance by telephonic or other electronic means shall have all rights, including, but not limited to, the right to make motions, second motions, and discuss and vote on all matters under consideration by the Board.

Board and Committee Meeting Policy
FOR F&A COMMITTEE CONSIDERATION February 20, 2024

- E. No member of the Board may leave the Meeting (or the electronic forum, as applicable) while in public session without permission of the presiding officer.

2.2 EMERGENCY MEETINGS

- A. Emergency Meetings only apply to the Board or the Executive Committee as defined in the *OJRSA Bylaws*.
- B. To have an Emergency Meeting, the Board Chair or Executive Director must determine if a Meeting is necessary due to a matter of public health or safety and that the emergency is so time-sensitive that the Board cannot reasonably provide at least 24 hours' notice of the Meeting to the public and media.
- C. Rules requiring a Quorum apply to Emergency Meetings; however, if there are not enough members of the Board to constitute a Quorum, then an Executive Committee meeting shall be conducted and its decisions shall carry the weight as if considered and voted on by the Board.
- D. Emergency Meetings do not have a requirement for advance public notice per FOIA; however, OJRSA shall make every attempt to provide at least 24 hours' notice of the Emergency Meeting to the public and media if possible and if not, as much notice as possible taking into account how immediately time sensitive the issue is.
- E. The only items eligible for consideration are those that are directly associated with the emergency.
- F. Emergency Meeting agendas do not have to provide a time for public comment and it is at the discretion of the Board Chair to determine if a public comment period will be allowed prior or following the discussion and action items as listed on the agenda.

2.3 ELECTRONIC MEETINGS

- A. Per the Freedom of Information Act, public bodies such as OJRSA may conduct Meetings via means of electronic communication. All laws contained within the Freedom of Information Act are to be strictly adhered to.
- B. Individuals wishing to provide written comments for any public hearing held during an electronic Meeting may email comments to the Secretary/Treasurer no later than one (1) hour prior to the scheduled time for such public hearing, and the Board Chair (or other presiding official) shall read such comments aloud during the public hearing. Individuals wishing to speak at the public hearing shall sign up with the Secretary/Treasurer no later than one (1) hour prior to the scheduled time for the public hearing. The Secretary/Treasurer shall contact those who wish to speak at the public hearing by phone or other electronic means, in the order the requests were received, to admit them to the public hearing.
- C. A special media release shall be sent out to the press and other contacts informing them about the electronic Meeting and how they can participate.
- D. The Board Chair will lead the electronic Meeting in the same manner as a regular Meeting. He/she has the ability to use tools contained within the selected electronic media method in order to moderate, receive public input, discuss agenda items, and vote.
- E. Electronic Meetings shall not take place via social media, text messages, email, private phone conversations or any other method that violates the spirit of the FOIA. Such participation could be considered illegal and subject to penalties enforced by the State of South Carolina.
- F. All electronic Meetings shall be recorded and preserved as required by the FOIA and the *OJRSA Records Retention Policy* as approved by the South Carolina Department of Archives and History.
- G. Minutes of all electronic Meetings of the Board shall be made available to the public as required by the FOIA with matters exempt from disclosure pursuant to FOIA redacted.
- H. Board members will receive a per diem for participating in electronic Meetings.

2.4 RESCHEDULING OF MEETINGS

- A. Meetings can be rescheduled by vote of the Board or Committee in open session prior to the meeting that is to be rescheduled. The Executive Director cannot reschedule a Meeting him/herself without approval from the Board or Committee.
- B. If a Meeting is rescheduled as a result of conflict with the Executive Director's schedule, the per diem shall be paid to all members regardless of their ability to attend the meeting or not, including if the rescheduled meeting has to be canceled for any reason.
- C. If a Meeting is rescheduled by the Board or Committee members, then those not attending the Meeting are not eligible for their per diem.

Board and Committee Meeting Policy
FOR F&A COMMITTEE CONSIDERATION February 20, 2024

2.5 CANCELATION OF MEETINGS

- A. Meetings may be canceled for any the following reasons:
 - 1. Vote or request by Board or Committee,
 - 2. Lack of Quorum,
 - 3. Lack of response from members regarding their attendance; thus, it is not known whether a Quorum will be present,
 - 4. Lack of agenda items (as presented by either the Board/Committee members or the Executive Director),
 - 5. Conflict with OJRSA staff schedules that cannot be postponed,
 - 6. Actuality of potential impact caused by severe weather (other than thunderstorms, which are frequent occurrences to the area),
 - 7. A Declared Emergency, or
 - 8. At the request of the Governor or General Assembly of the State of South Carolina
- B. If a Meeting is canceled for reasons identified in SECTION 2 parts 2.5.A.1, 2.5.A.2, or 2.5.A.3 of this Policy, then per diem shall not be paid to any members of the Board or Committee for the canceled Meeting.
- C. The Board or Committee members shall receive their per diem if a Meeting is canceled for any other reason.

REVISION HISTORY

This and previous editions must be maintained in accordance with the *OJRSA Records Retention Policy*.

Table 1: Board and Committee Meeting Policy history

Revision Number	Date	Description of Changes
0000	07/06/2020	Initial issue of comprehensive <i>Board and Committee Meeting Policy</i> by <i>OJRSA Resolution 2021-01</i>
0001	03/04/2024	Policy modified to allow for Commissioners to attend meetings through electronic means as well as other non-substantive matters as revised by OJRSA legal counsel. Adopted as <i>OJRSA Resolution 2024-08</i> .

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DEFINITIONS, ACRONYMS, AND FORMAT

This Section of the Board and Committee Meeting Policy contains definitions, acronyms, abbreviations, and formatting that are specific to this document.

DEFINITIONS

The following words, unless the context, custom or intent clearly indicates otherwise, shall mean:

Board means the OJRSA Board of Commissioners.

Declared Emergency: ~~A means a~~ proclamation that is made by either the President of the United States, Governor of South Carolina, any one of the councils governing one of the Member Cities, or Oconee County council when they believe a disaster has occurred or is imminent that is severe enough to cause substantial damages, loss, hardship, or suffering. It can be due to a natural or manmade disaster, severe weather, uncivil protest or rioting, disease, or other qualifying event.

Emergency Meeting: ~~Rare means rare~~ meetings that may occur due to a disaster or other activity which can impair public health or safety.

Executive Committee: ~~As is as~~ defined in Article VII, Section 5 of the *OJRSA Bylaws*.

Freedom of Information Act (or FOIA): ~~;) means Title 30, Chapter 4 of the Code of Laws of~~ South Carolina ~~Code of Laws Title 30 Section 4-1976, as amended~~. Its purpose is to have community business conducted in an open and public manner in order for the citizens to help formulate public policy and be advised of the performance of public officials.

Meeting: ~~The means the~~ convening of a quorum of the constituent membership of a public body, whether corporal or by means of electronic equipment, to discuss or act upon a matter over which the public body has supervision, control, jurisdiction, or advisory power. (SC Code of Laws 30-4-20(d)). Meetings can be of any type defined in the *OJRSA Bylaws* or within this Policy.

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Member City: ~~The~~ means the cities of Seneca, Walhalla, and Westminster.

Non-Verbal Communication: means Notes, text messages, and other such forms of non-verbal communication exchanged by Commissioners with other Commissioners, governing officials (i.e., elected members of the Member Cities, Oconee Council members, etc.), or members of the public that may or may not be present at the meeting.

Quorum means a simple majority of the total membership of the Board or any Committee shall constitute a quorum for the conduct of any business at a Meeting. A Board member present (either physically or by telephonic or other electronic means) but disqualified from voting on a question by state law due to a conflict of interest shall not be counted for purposes of a quorum.

ACRONYMS AND ABBREVIATIONS

FOIA: Freedom of Information Act

SC: South Carolina

OJRSA: Oconee Joint Regional Sewer Authority

US: United States

DOCUMENT FORMAT

This manual contains fonts and styles that mean certain things, including points of emphasis or reference other sections or materials. Below is a list of the types used within this manual and what it represents when encountered in the Board and Committee Meeting Policy.

Italics

Title of books, manuals, and other documents

MIX-SIZED CAPITAL LETTERS

Name of sections or appendices in a book, manual, or other document

SECTION 1 – ADOPTION

The Board and Committee Meeting Policy (“Policy”) shall become effective in accordance with OJRSA Resolution 2024-08.

SECTION 2 – POLICY

1.12.1 GENERAL MEETING POLICIES

- A. The following conditions apply to all public meeting types held by ~~the agency~~ OJRSA regardless of the format the meeting is held in as described in ~~Section 3~~ SECTION 2 of this Policy.
1. ~~Non-verbal communications~~ Verbal Communications, as described in ~~Section 2.VIII~~ the Definitions section, is strongly discouraged during ~~meetings~~ Meetings as such communications are outside the spirit of open discussion of topics under the ~~South Carolina~~ Freedom of Information Act (FOIA). If, however, a Commissioner participates in non-verbal communication, then the following applies:
 - a. The documents are to be copied by the OJRSA Secretary/Treasurer and must be maintained with the ~~meeting~~ Meeting minutes as part of the record.
 - b. The ~~non-verbal communications~~ Non-Verbal Communications are to be made available to the public upon request under the FOIA unless they are determined by the OJRSA Attorney to be exempt from public disclosure. The *OJRSA Freedom of Information Act Policy* applies to such requests.
 - c. Any deviation from this requirement must be made by a majority vote of the Board on a case-by-case basis.
 2. Notes made for personal use during the ~~meetings~~ Meetings by ~~commissioners~~ Commissioners are allowed and are not required to be submitted for the record.
- B. Other conditions for ~~meetings~~ Meetings as stated in the current version of the *OJRSA Bylaws* ~~applies~~ apply to

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all ~~meetings~~Meetings contained within this Policy.

- C. Board members may attend any regular, special, or Emergency Meeting of the Board by telephonic or other electronic means, and shall be considered present for all purposes, if the Meeting has been properly noticed, and all Board members and members of the public can reasonably hear the public proceedings and be heard, if and as applicable. Any number of Board members, including all, may attend telephonically or by other electronic means.
- D. Board members in attendance by telephonic or other electronic means shall have all rights, including, but not limited to, the right to make motions, second motions, and discuss and vote on all matters under consideration by the Board.
- E. No member of the Board may leave the Meeting (or the electronic forum, as applicable) while in public session without permission of the presiding officer.

2.2 EMERGENCY MEETINGS

- A. Emergency Meetings ~~meetings~~ only apply to the Board or the Executive Committee as defined in the *OJRSA Bylaws*.
- B. To have an ~~emergency meeting~~Emergency Meeting, the Board Chair or Executive Director must determine if a ~~meeting~~Meeting is necessary due to a matter of public health or safety and that the emergency is so time-sensitive that the ~~board~~Board cannot reasonably provide at least 24 hours' notice of the ~~meeting~~Meeting to the public and media.
- C. Rules requiring a ~~quorum~~Quorum apply to ~~emergency meetings~~Emergency Meetings; however, if there are not enough members of the Board to constitute a ~~quorum~~Quorum, then an Executive Committee meeting shall be conducted and its decisions shall carry the weight as if considered and voted on by the Board ~~as was authorized by the Board of Commissioners at its April 2, 2018 meeting.~~
- D. Emergency ~~meetings~~Meetings do not have a requirement for advance public notice per ~~law~~FOIA; however, ~~the~~-OJRSA shall make every attempt to provide at least 24 hours' notice of the ~~meeting~~Emergency Meeting to the public and media if possible and if not, as much notice as possible taking into account how immediately time sensitive the issue is.
 - A. ~~Meetings must be held in person and be open to the public unless it meets the exceptions as stated in the FOIA or qualifies for hosting as an electronic meeting as stated within this Policy.~~
- E. The only items eligible for consideration are those that are directly associated with the emergency.
- F. Emergency ~~meeting~~Meeting agendas do not have to provide a time for public comment and it is at the discretion of the Board Chair to determine if a public comment period will be allowed prior or following the discussion and action items as listed on the agenda.

2.3 ELECTRONIC MEETINGS

- A. ~~The decision to host a meeting electronically shall be made by Per the Board Chair following consultation with the Executive Director during declared emergencies only as defined within this Policy.~~
- B. ~~This policy is not intended to allow for Commissioners to participate in or vote in any meetings due to vacation, illness, or other such means. If a Board member elects to participate a meeting under these terms, then the following applies:~~
 - 1. ~~Absent members are not considered to be present at the meeting and may not participate in any other manner than a member of the general public (i.e., they can only participate in discussion during public session portions of the meeting); and~~
 - 2. ~~They are not eligible to receive a per diem for attending any portion of the meeting and their attendance will be counted as a "visitor" and not as a Commissioner.~~
- A. ~~Per South Carolina Code of Laws Title 30 Chapter 4 (Freedom of Information Act),~~ public bodies such as ~~the~~ OJRSA may conduct ~~meetings~~Meetings via means of electronic communication. All laws contained within the Freedom of Information Act are to be strictly adhered to.
- B. Individuals wishing to provide written comments for any public hearing held during an electronic Meeting may email comments to the Secretary/Treasurer no later than one (1) hour prior to the scheduled time for such public hearing, and the Board Chair (or other presiding official) shall read such comments aloud during

Board and Committee Meeting Policy
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the public hearing. Individuals wishing to speak at the public hearing shall sign up with the Secretary/Treasurer no later than one (1) hour prior to the scheduled time for the public hearing. The Secretary/Treasurer shall contact those who wish to speak at the public hearing by phone or other electronic means, in the order the requests were received, to admit them to the public hearing.

- ~~B.C.~~ A special media release shall be sent out to the press and other contacts informing them about the electronic ~~meeting~~Meeting and how they can participate.
- ~~C.D.~~ The Board Chair will lead the electronic ~~meeting~~Meeting in the same manner as a regular ~~meeting~~Meeting. He/she has the ability to use tools contained within the selected electronic media method in order to moderate, receive public input, discuss agenda items, and vote.
- ~~D.E.~~ Electronic ~~meetings~~Meetings shall not take place via social media, text messages, email, private phone conversations or any other method that violates the spirit of the FOIA. Such participation could be considered illegal and subject to penalties enforced by the State of South Carolina.
- ~~E.F.~~ All electronic ~~meetings~~Meetings shall be recorded and preserved as required by the FOIA and the *OJRSA Records Retention Policy* as approved by the South Carolina Department of Archives and History.
- ~~F.G.~~ Minutes of all electronic ~~meetings~~Meetings of the Board shall be made available to the public as required by the FOIA with matters exempt from disclosure pursuant to ~~the Act~~FOIA redacted.
- ~~G.H.~~ Board members will receive a per diem for participating in electronic ~~meetings~~Meetings.

1.32.4 RESCHEDULING OF MEETINGS

- A. Meetings can be rescheduled by vote of the Board or Committee in open session prior to the meeting that is to be rescheduled. The Executive Director cannot reschedule a ~~meeting~~Meeting him/herself without approval from the Board or Committee.
- B. If a ~~meeting~~Meeting is rescheduled as a result of conflict with the Executive Director's schedule, the per diem shall be paid to all members regardless of their ability to attend the meeting or not, including if the rescheduled meeting has to be canceled for any reason.
- C. If a ~~meeting~~Meeting is rescheduled by the Board or Committee members, then those not attending the ~~meeting~~Meeting are not eligible for their per diem.

1.42.5 CANCELANON OF MEETINGS

- A. Meetings may be canceled for any the following reasons:
 - 1. Vote or request by Board or Committee.
 - 2. Lack of ~~quorum~~Quorum.
 - 3. Lack of response from members regarding their attendance; thus, it is not known whether a ~~quorum~~Quorum will be present.
 - 4. Lack of agenda items (as presented by either the Board/Committee members or the Executive Director).
 - 5. Conflict with OJRSA staff schedules that cannot be postponed.
 - 6. ~~Actual~~Actuality of potential impact caused by severe weather (other than thunderstorms, which are frequent occurrences to the area).
 - ~~1. A declared emergency as defined in this Policy~~
 - ~~7. A Declared Emergency, or~~
 - ~~7.8.~~At the request of the Governor or General Assembly of the State of South Carolina
- B. If a ~~meeting~~Meeting is canceled for reasons identified in ~~Section 3~~SECTION 2 parts ~~V.A.1, V.A.2, 2.5.A.1, 2.5.A.2, or V.A.3 of the 2.5.A.3 of this~~ Policy, then a per diem shall not be paid to any members of the Board or Committee for the canceled ~~meeting~~Meeting.
- C. The Board or Committee members shall receive their per diem if a ~~meeting~~Meeting is canceled for any other reasonsreason.

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REVISION HISTORY

This and previous editions must be maintained in accordance with the *OJRSA Records Retention Policy*.

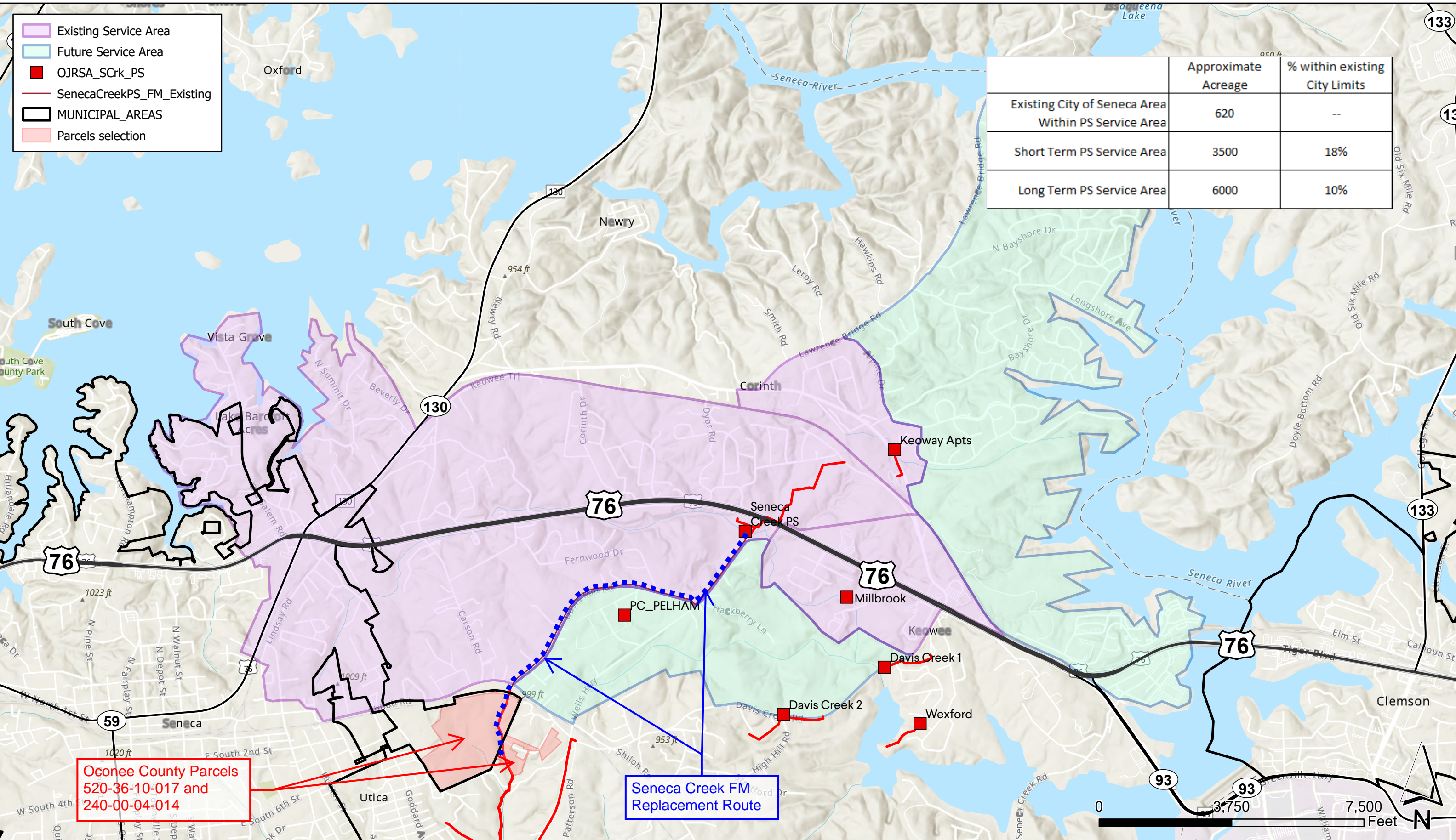
Table 1: Board and Committee Meeting Policy history

<u>Revision Number</u>	<u>Attest:Date</u>	<u>Description of Changes</u>
<u>0000</u>	<u>07/06/2020</u>	<u>Initial issue of comprehensive <i>Board and Committee Meeting Policy</i> by <i>OJRSA Resolution 2021-01</i></u>
<u>0001</u>	<u>03/04/2024</u>	<u>Policy modified to allow for Commissioners to attend meetings through electronic means as well as other non-substantive matters as revised by OJRSA legal counsel. Adopted as <i>OJRSA Resolution 2024-08</i>.</u>

DRAFT

- Existing Service Area
- Future Service Area
- OJRSA_SCrk_PS
- SenecaCreekPS_FM_Existing
- MUNICIPAL_AREAS
- Parcels selection

	Approximate Acreage	% within existing City Limits
Existing City of Seneca Area Within PS Service Area	620	--
Short Term PS Service Area	3500	18%
Long Term PS Service Area	6000	10%



Oconee County Parcels
520-36-10-017 and
240-00-04-014

Seneca Creek FM
Replacement Route

Seneca Creek Service Area Map and Oconee County Easement Locations

Oconee County, SC
 GMC#: CGRE210102
 DATE: 2/7/2024
 DRAWN BY: JLM



Example: 100 home subdivision

(As discussed during February 20, 2024 Finance & Administration (F&A) Committee meeting) The costs in the example below are based on the current impact fees collected by OJRSA for treatment plant capacity expansion and upgrades only, not those associated with the conveyance system improvements necessary to deliver additional flow due to growth. The OJRSA currently charges an additional 25% above the treatment plant portion of the impact fee to calculate the total impact fee. This calculation to determine the “Treatment Only” portion of current \$15.25/gallon total impact fee¹ is:

$$\frac{\$15.25 \text{ per gallon}}{125\%} = \$12.20 \text{ per gallon for Treatment Only}$$

OJRSA METHOD OF CALCULATING TREATMENT ONLY IMPACT FEES DUE

OJRSA Impact Fee Policy uses a calculation that generally says that homes with a 2-inch water meter use 150 gallons per day (gpd).

$$100 \text{ Homes} \times 150 \frac{\text{gpd}}{\text{meter}} = 15,000 \text{ gpd for subdivision}$$

The total “Treatment Only” portion of the impact fees of \$12.20 per gallon per water meter is \$183,000.

$$\frac{\$12.20}{\text{gal}} \times 15,000 \text{ gpd} = \$183,000 \text{ collected for development}$$

SCDHEC METHOD OF CALCULATING TREATMENT ONLY IMPACT FEES DUE

SCDHEC Regulation 61-67 Appendix A says subdivisions are to be constructed using 300 gpd, not 150 gpd like OJRSA uses based on its Impact Fee Policy.

$$100 \text{ Homes} \times 300 \frac{\text{gpd}}{\text{meter}} = 30,000 \text{ gpd for subdivision}$$

The total “Treatment Only” portion of the impact fees of \$12.20 per gallon per water meter is \$366,000 **BUT** if were to use the approximate cost of \$19 per gallon for plant expansion as presented by Weston & Sampson to the OJRSA F&A Committee on September 26, 2023, the cost to expand the treatment facility would be \$570,000.²

$$\frac{\$12.20}{\text{gal}} \times 30,000 \text{ gpd} = \$366,000 \text{ (based on OJRSA fee)}$$

$$\frac{\$19}{\text{gal}} \times 30,000 \text{ gpd} = \$570,000 \text{ (appx. with W\&S suggested fee)}$$

There is a difference (deficit) of \$387,000 between what the OJRSA is collecting in impact fees for this development and what the projected cost will be to add the DHEC-based flow to the treatment facility via expansion. (calculation below)

$$\$183,000 \text{ collected by OJRSA} - \$570,000 \text{ needed to add SCDHEC R. 61 - 67 Appendix A capacity per home} = \mathbf{-\$387,000}$$

¹ As approved by OJRSA Board of Commissioner on October 2, 2023.

² Weston & Sampson actually suggested \$19.60 per gallon for Treatment Plant Costs as stated in its August 21, 2023 memo to the OJRSA as presented to F&A Committee on September 26, 2023.