



**Board of Commissioners Meeting**  
OJRSA Operations & Administration Building  
Lamar Bailes Board Room  
May 6, 2024 at 4:00 p.m.

**Agenda**

- A. Call to Order** – Brian Ramey, Board Chair
- B. Invocation and Pledge of Allegiance** – Led by Commissioner Celia Myers
- C. Public Session** – *THERE WILL BE A SEPARATE PUBLIC HEARING FOR (1) OJRSA DEVELOPMENT POLICY AND (2) FY 2025 COMPREHENSIVE BUDGET, WHICH INCLUDES AN UPDATE TO THE SCHEDULE OF FEES, AS IDENTIFIED BY ITEMS I.1 AND I.3 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.
- D. Approval of Minutes**
- Board of Commissioners Meeting of April 1, 2024
- E. Committee and Other Meeting Reports**
- Operations & Planning Meeting of April 17, 2024 – Bob Faires, Committee Chair
  - Finance & Administration Meeting of April 23, 2024 – Celia Myers, Committee Chair
- F. Secretary/Treasurer’s Report** (Exhibit A) – Lynn Stephens, Secretary/Treasurer
- G. Oconee County Government Update Regarding Matters Involving Wastewater** – Oconee County Administrator or Appointed County Representative
- H. Presentation and Discussion Items** *[May include Vote and/or Action on matters brought up for discussion]*
- Consider changes to the OJRSA Commissioner Per Diem Policy for attending meetings (Exhibit B) – Chris Eleazer, Director and Brian Ramey, Chair
- I. Action Items**
1. Public hearing regarding OJRSA Resolution 2024-09 Adoption of OJRSA Development Policy (Exhibit C) – Brian Ramey, Chair
  2. Approve Resolution 2024-09 to adopt the OJRSA Development Policy to serve at the agency’s standard design, construction, operation, and maintenance specifications and details (Exhibit C) – Chris Eleazer, Director
  3. Public hearing regarding OJRSA Resolution 2024-10 Adoption of Fiscal Year 2025 Comprehensive Budget, which includes an update to the Schedule of Fees (Exhibit D) – Brian Ramey, Chair
  4. Approve Resolution 2024-10 to adopt the Fiscal Year 2025 Comprehensive Budget, which includes an update to the Schedule of Fees (Exhibit D) – Chris Eleazer, Director
  5. Authorize Director to approve Change Order #1 between OJRSA and Cove Utility, LLC in the amount of \$13,808.06 and an additional 86 days on the Flat Rock Pump Station replacement Project, pending RIA approval (Exhibit E) [Note: This is for a SCIIP-funded project] – Chris Eleazer, Director and Steve Barbian, KCI Technologies
  6. Authorize Director to approve Preconstruction Phase Contract between OJRSA and Harper General Contractors in the amount of \$30,000 on the Dewatering Equipment Upgrades Project, pending RIA approval (Exhibit F). [Note: This is for a SCIIP-funded project] – Chris Eleazer, Director and Steve Barbian, KCI Technologies
  7. Approve sale of 1978 Onan 100KW generator from Flat Rock Pump Station (OJRSA Asset FLS-PS-G01) to City of Walhalla for \$500 – Chris Eleazer, Director
- J. Executive Director’s Discussion and Compliance Matters** – Chris Eleazer, Director
1. Environmental and regulatory compliance
  2. Sewer South update (Exhibit G)
  3. Restaurant fats, oils, and grease and other commercial pretreatment device inspections
  4. Dates and locations for presentations of the Feasibility and Central County Sewer studies

5. Miscellaneous (*if any*)

**K. 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.

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

- Operations & Planning Committee – May 15, 2024 at 8:30 a.m.
- Finance & Administration Committee – May 21, 2024 at 9:00 a.m.
- Board of Commissioners – June 3, 2024 at 4:00 p.m.

**M. Adjourn**



## Secretary/Treasurer's Report for Board of Commissioners

Prepared for the May 6, 2024 OJRSA Board of Commissioners Meeting

Cash and investment information stated herein come from bank and other financial records as of: April 30, 2024

### UNRESTRICTED FUNDS CASH AND INVESTMENTS SUMMARY

Account/Fund Name	Cash (\$)	Investments (\$)	Total (\$)
Wholesale Operations & Maintenance (O&M)	434,638	1,225,000	1,659,638
Retail Operations & Maintenance (RO&M)	787,820	245,000	1,032,820
<b>TOTAL UNRESTRICTED FUNDS</b>	<b>1,222,458</b>	<b>1,470,000</b>	<b>2,692,458</b>

### RESTRICTED FUNDS CASH AND INVESTMENTS SUMMARY

Account/Fund Name	Cash (\$)	Investments (\$)	Total (\$)
Projects and Contingency (PCF)	308,096	735,000	1,043,096
Wholesale Impact Fund (WIF)	503,091	4,093,000	4,596,091
Retail Impact Fund (RIF)	0	0	0
<b>TOTAL RESTRICTED FUNDS</b>	<b>811,187</b>	<b>4,828,000</b>	<b>5,639,187</b>

#### Combined Total for All Funds

Cash 2,033,645      Investments 6,298,000      Combined 8,331,645

**Account Notes:**

We will be investing some funds this week from the O&M account. We are holding the funds in the RO&M for the next pay app for Moorhead Construction that will be due soon. All funds are covered by Wells Fargo collateral.

### DAYS CASH ON HAND

Financial & Accounting Policy Section 2.10(H) states the minimum balances established for OJRSA Wholesale O&M and Retail O&M funds are 120 Days Operating Cash on Hand.

$$\text{Formula for Cash on Hand} = \frac{\text{Cash} + \text{Cash Equivalents}}{(\text{Annual Operating Expense} - \text{Depreciation}) \div 365 \text{Days}}$$

	Cash on Hand (Days)	Annual Operating Expense minus Depreciation (\$)	Budget Amended During Fiscal Year?
O&M Fund	91.0	6,657,488	x NO YES
RO&M Fund	28.2	13,390,177	x NO YES

### INDEPENDENT RECONCILIATION OF ACCOUNTS

All transactions for all funds have been satisfactorily reconciled by an independent accounting firm for the month of March 2024 (mark with an "X" on appropriate line):  YES     NO    See attached document(s) from accountant.

**Reconciliation Notes:**

*See next page for more information*

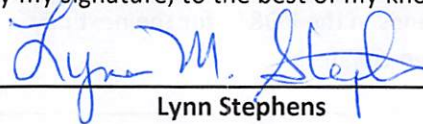
### INVESTMENTS UPDATE

Maturing Investment	%age Rate	Fund Code	Maturity Date	Amount (\$)	To Be Reinvested?	
Next maturity 6/28/24					YES	NO
					YES	NO
					YES	NO
					YES	NO
					YES	NO
					YES	NO
					YES	NO
					YES	NO
					YES	NO
					YES	NO
					YES	NO
					YES	NO
					YES	NO
					YES	NO

**Investment Notes:**

*See additional sheets for investment information and trends*

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



**Lynn Stephens**

OJRSA Secretary/Treasurer

**From:** [bookkeeping](#)  
**To:** [Lynn Stephens](#)  
**Subject:** RE: March Bank Statements  
**Date:** Friday, April 5, 2024 3:54:41 PM  
**Attachments:** [image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)  
[image009.png](#)  
[Mar\\_2024\\_Bank\\_Reconciliations.pdf](#)

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Hey Lynn,

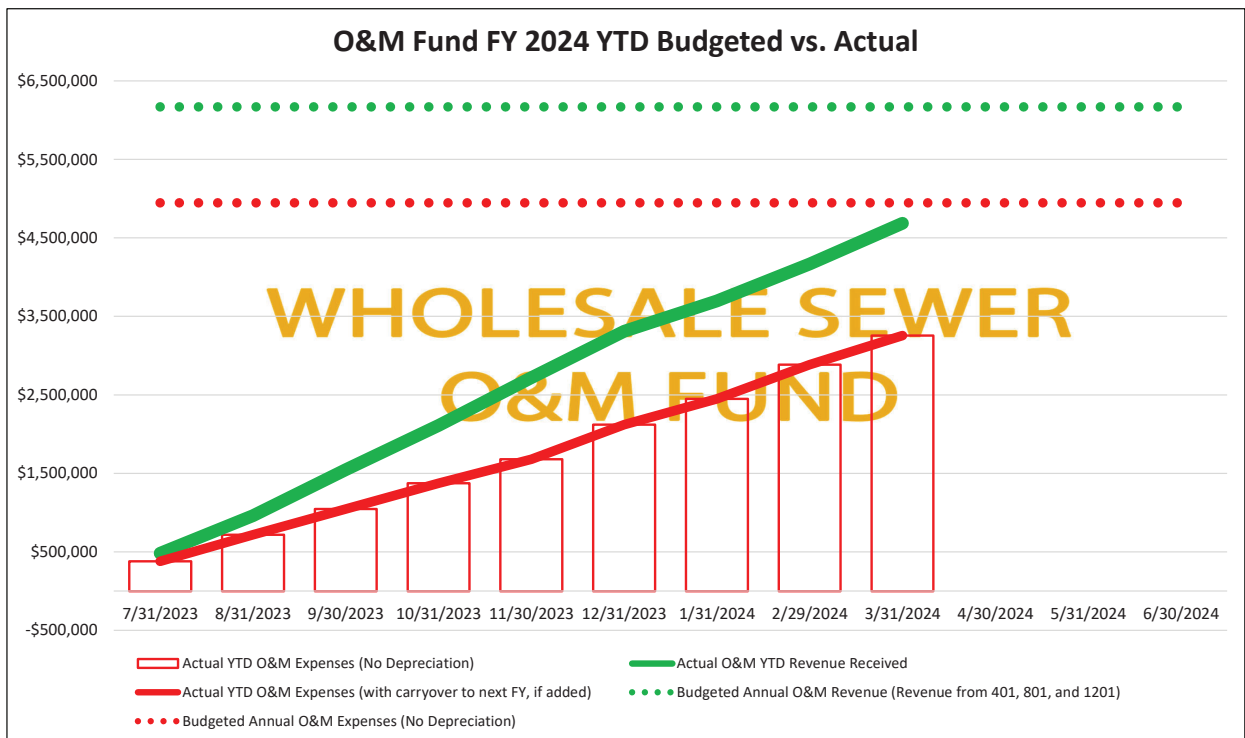
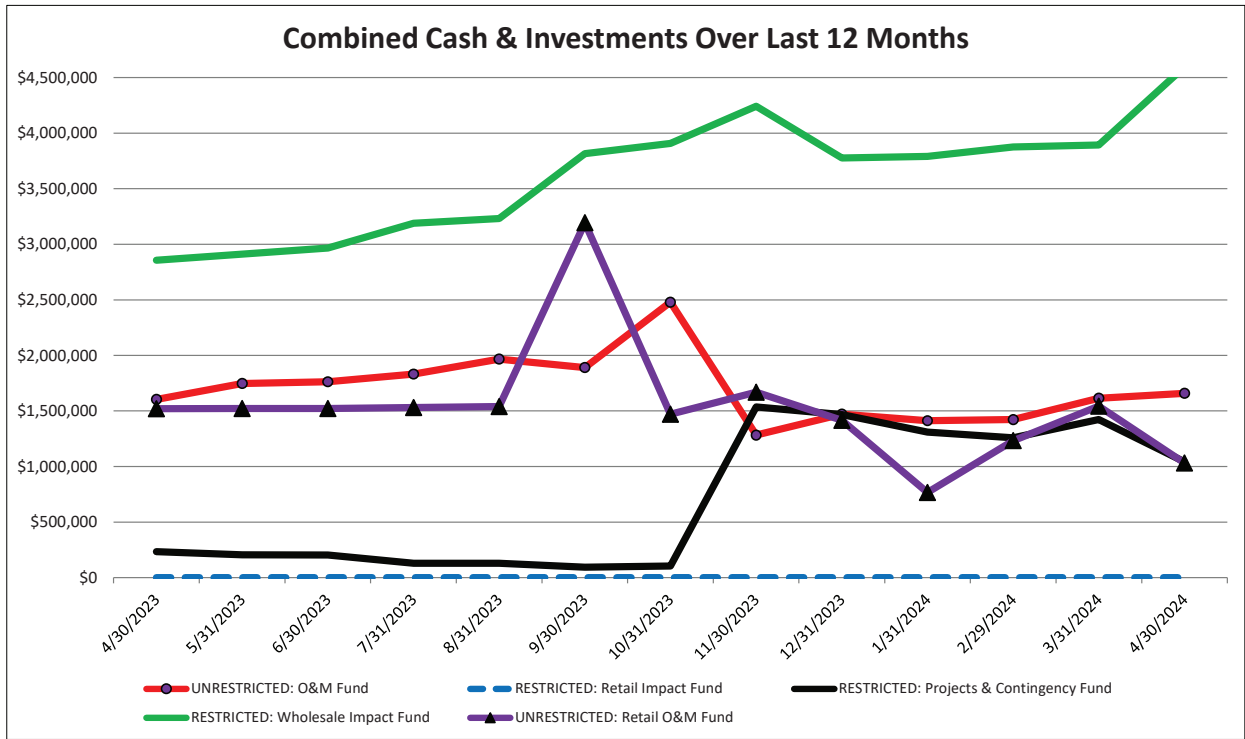
Here are the March reconciliations. All accounts reconciled with no errors. The report for the Retail impact fund did not print due to a zero balance. **The operation and management account report did not print due to an error I made when printing, a report could not be found in Publiq.**

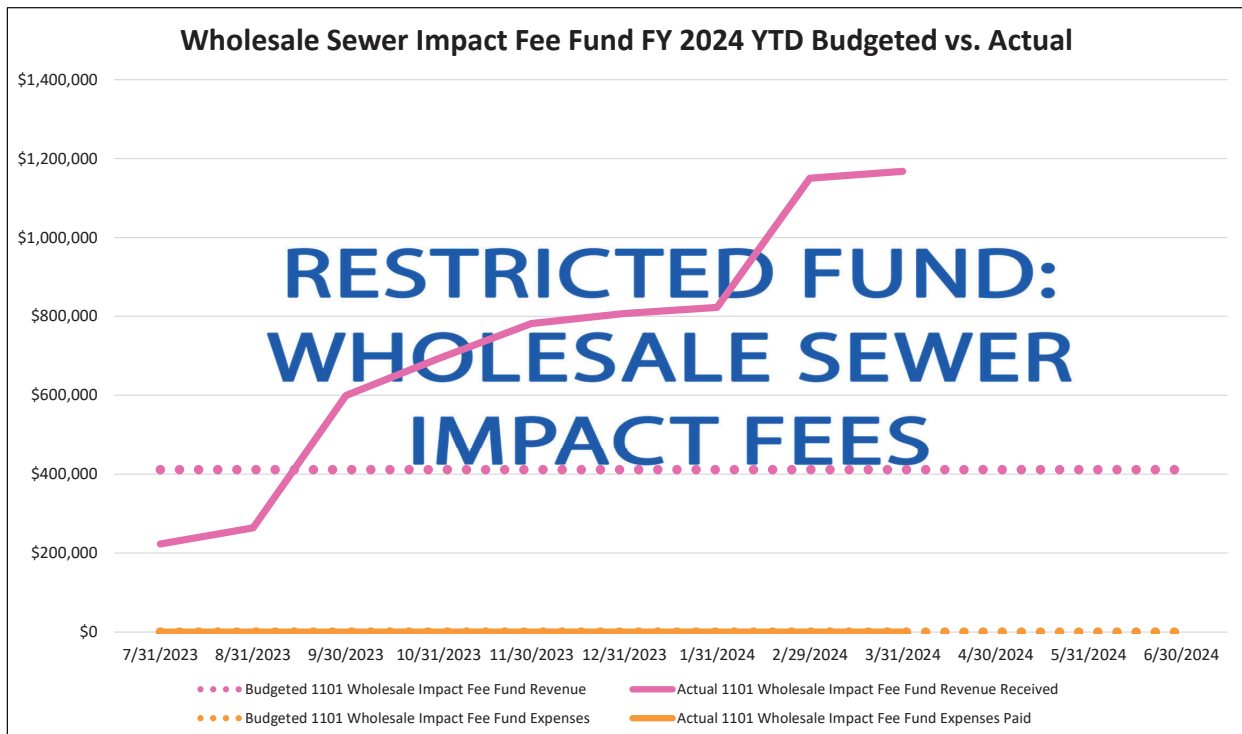
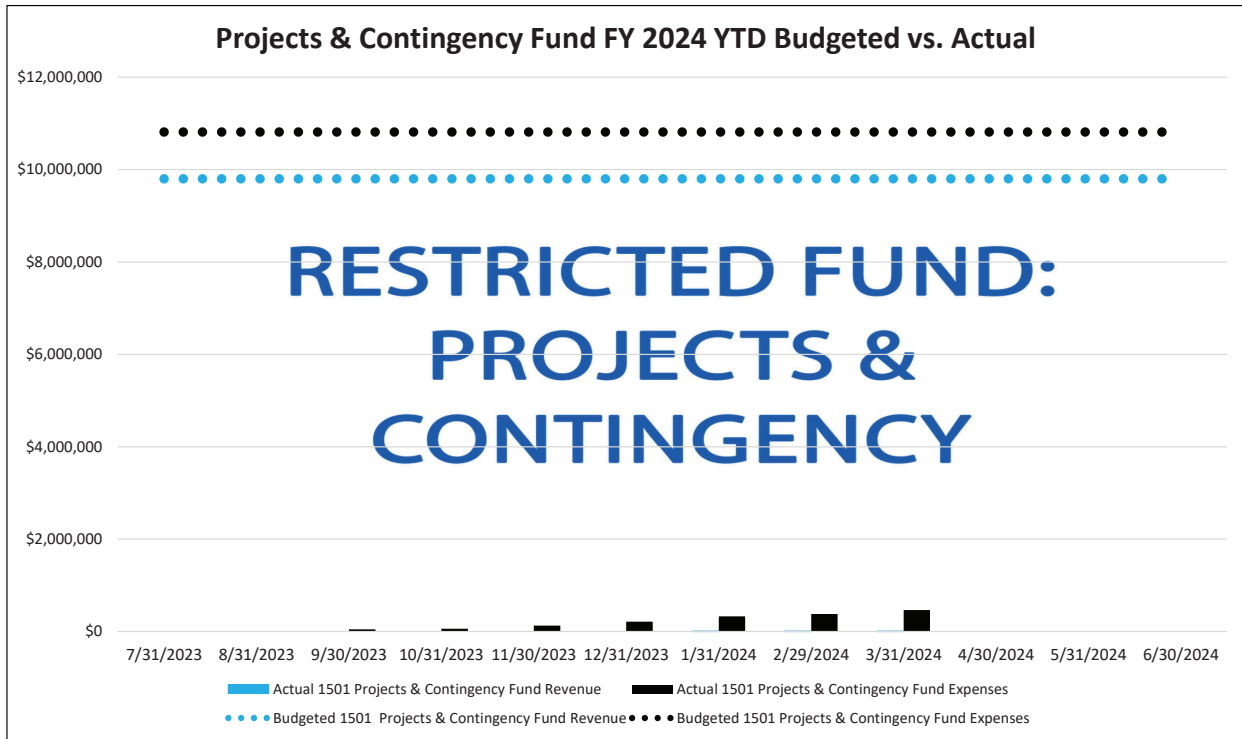
Please let me know if you have any questions or concerns.

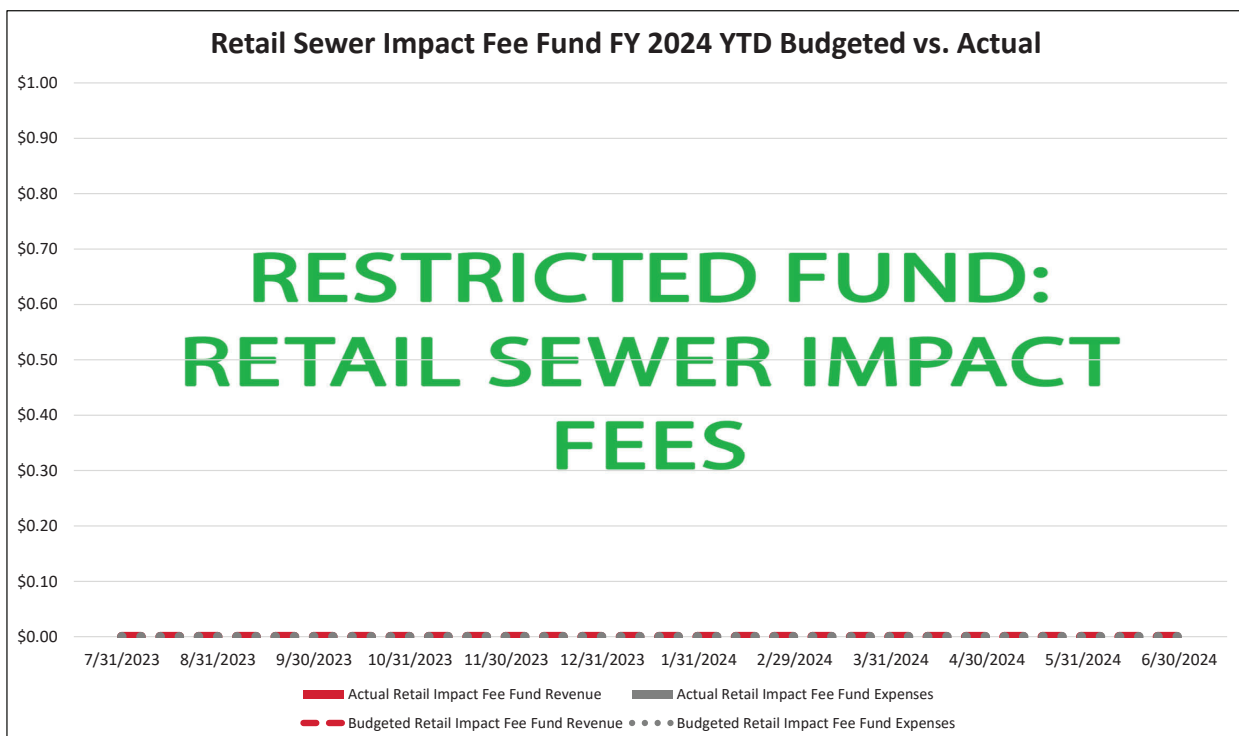
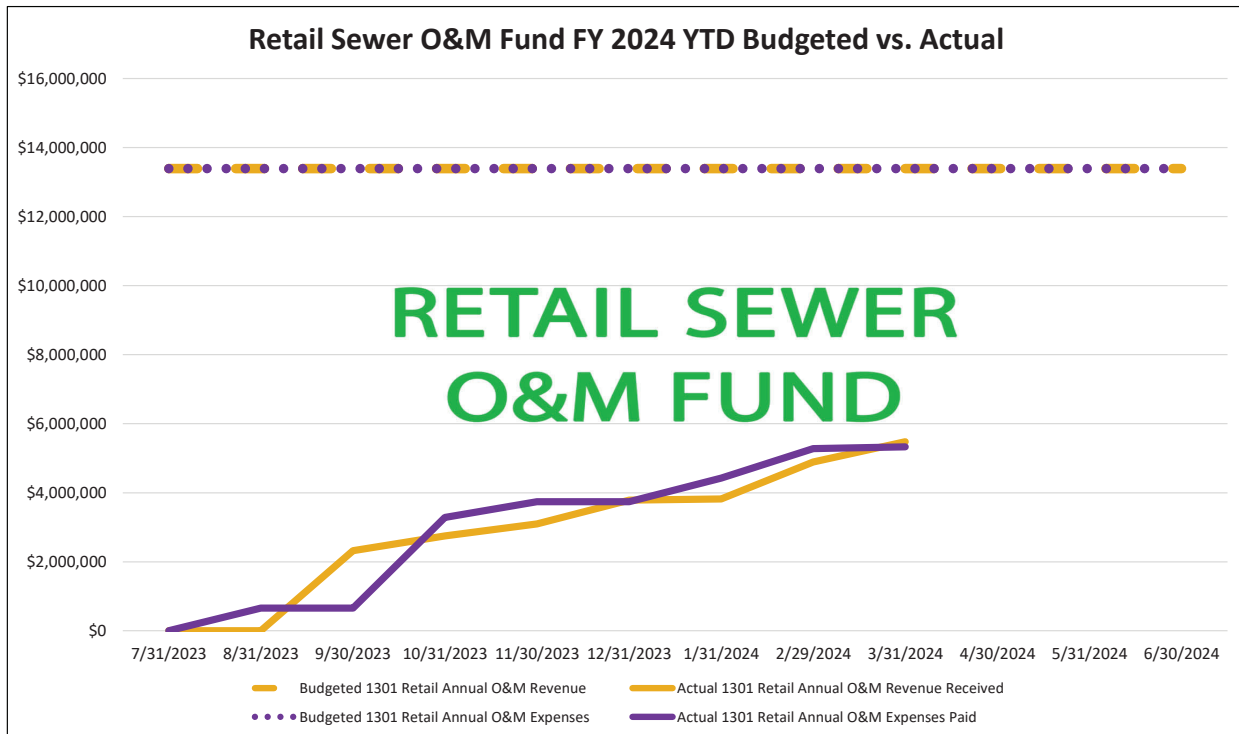
Thank you,

Jared













## Oconee Joint Regional Sewer Authority

623 Return Church Road  
Seneca, South Carolina 29678  
Phone (864) 972-3900  
www.ojrja.org

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### MEMORANDUM

TO: Brian Ramey, OJRSA Board Chair  
OJRSA Commissioners

FROM: Chris Eleazer, Executive Director

DATE: May 3, 2024

SUBJECT: Consideration for changes in the per diem for commissioners

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South Carolina Code of Laws Section 6-25-60(C) states: "No commissioner of a joint system shall receive any compensation solely for the performance of duties as a commissioner, but each commissioner may be paid per diem, mileage, and subsistence expenses, as provided by law for state boards, committees, and commissions, incurred while engaged in the performance of such duties." There is not a definition within the law that defines what a per diem is.

Research from past board meeting minutes indicates the current rate of \$60 per meeting has been in place since around July 2012 (FY 2013). Because this was adopted by the board as a policy, it will require a board vote to approve a change to it, whether that be an increase, decrease, or elimination.

Following the brief discussion about the OJRSA per diem amount during the commissioners' discussion portion of the April 1, 2024 meeting, I was asked by Chairman Ramey after the meeting to seek independent input from the commissioners to determine if there would be interest in changing the current per diem amount, and in doing so, sent the email to the commissioners that is included as "Attachment A" to this memo.

The following were the responses received (respondent's names omitted):

- Commissioner 1: I don't have a strong opinion on this. I agreed with [the comment made by Chris Eleazer at the April 1 meeting] of including per diem recommendations with the governance study. I think that would be an appropriate way to address it. If the study significantly changes the Board, a larger per diem may attract qualified people to provide their time to serve.
-

- Commissioner 2: I am in favor of ending the per diem. I don't think it is necessary for good governance to continue to use OJRSA resources for this purpose.
- Commissioner 3: I volunteered to be on the Board of Commissioners, I did not know there was any pay involved. So, for me, the \$60.00 / meeting was unexpected. With that, I am okay with the current compensation.
- Commissioner 4: I liked the proposal tying in the increases to some type of index so that possible increases are factored in annually—my recommendation would be that the board adopt a policy tying the increase to whatever percentage is approved for OJRSA employees (e.g., merit percentage) and reconsider the amount during the years there is a compensation study (every three years based on our merit-based pay model, so the next time will be for the FY 2027 year).
- Commissioner 5: I am good with not changing the per diem.
- Commissioner 6: As this is part of my job, I would be there without one.
- Commissioner 7: I believe I'm still ok with a flat rate for each meeting. I think it would be nice to see an increase somewhere between \$80 and \$100. I just definitely want to be fair to our customers.
- Commissioner 8: *[No response by close of business on May 2, 2024]*
- Commissioner 9: *[No response by close of business on May 2, 2024]*

## ATTACHMENT A

### EMAIL SENT BY CHRIS ELEAZER TO COMMISSIONERS ON APRIL 2, 2024

*Items in red, including those stricken through, were sent in a follow-up email on April 5, 2024*

I received an update from the SC Secretary of State's office regarding the JAWSSs<sup>1</sup> in SC earlier today—see red font for changes to the email I sent a few days ago, which includes three additions and a like number of removals<sup>2</sup>.

I've heard from several commissioners over the years about increasing the per diem amount for attending meetings. Following the brief discussion about it during the commissioners' discussion portion of the meeting, I was asked after the meeting by Chairman Ramey to seek independent input from each commissioner to determine if you would like for me to consider an increase in the per diem and include that in the annual budget for FY 2025.

The research from past meeting minutes indicates the current rate of \$60 per meeting has been in place since around July 2012 (FY 2013). Since this was adopted by the board as a policy, it will require a board vote to adopt a change.

There are several ways to modify the per diem; however, I would suggest that we somehow tie future increases to some type of index so that possible increases are factored in annually—my recommendation would be that the board adopt a policy tying the increase to whatever percentage is approved for OJRSA employees (e.g., merit percentage) and reconsider the amount during the years there is a compensation study (every three years based on our merit-based pay model, so the next time will be for the FY 2027 year).

Below are a few ways to consider changing the per diem amount:

1. **Inflation adjustment** – Using the US Bureau of Labor Statistics' Consumer Price Index [Inflation Calculator](#), it appears that \$60 in July 2012 is worth approximately \$81 today.
2. **What do other Joint Authority Water and Sewer Systems pay** – Several years ago, Lamar Bailes proposed an increase to the per diem and asked what other similar utilities paid, so I contacted (almost) all of them that were listed with the South Carolina Secretary of State's office. Below is a list what they offered as a per diem.
  - a. Anderson Regional Joint Water System – No per diem provided
  - b. ~~Charleston Regional Resource Recovery Authority – No per diem provided~~
  - c. ~~Fairfield Joint Water and Sewer System – Has not formally organized; no per diem provided~~
  - d. Lake Marion Regional Water Agency – No per diem provided; however, this board is actually overseen by the Santee Cooper Board of Directors. This board receives their normal compensation for performing their other duties (I could not find out what their compensation was for being on the board—it apparently is a highly guarded secret!)
  - e. Lake Moultrie Water Agency – Same as Lake Marion Regional Water Agency
  - f. Lexington County Joint Municipal Water and Sewer System - \$400/month for the chair, \$350/month for vice chair, and \$250/month for commissioners. This amount has been in place since 2008.
  - g. ~~Pickens Regional Joint Water System – Not believed to have formally organized at this time~~
  - h. ~~South Carolina Rural Water Finance Authority – Unknown. Although this organization was listed as a JAWSS by the SC Secretary of State's office, I could not find anything regarding its existence. I even contacted some of the members listed by the SCSOS, such as Chester County Wastewater Recovery, and the leaders that I spoke with had never heard of the SCRWFA.~~
  - i. ~~Three Rivers Solid Waste Authority – \$100/meeting plus mileage (usually meet quarterly)~~
  - j. ~~Tri-County Solid Waste Authority – Pay only mileage for the member's round trip to the meeting at the current federal rate. They do not pay a per diem.~~
3. **Other** – Provide me with an amount that you feel would be an appropriate per diem amount and we discuss it at the next board meeting for consideration in the FY 2025 budget.

<sup>1</sup> Joint Authority Water and Sewer Systems – SC Code Title 6 Chapter 25

<sup>2</sup> Three Rivers Solid Waste Authority, and Tri-County Solid Waste Authority were removed because SCSOS provided inaccurate information several years ago. These are actually under SC Title 6 Chapter 16 (Solid Waste Disposal Resource Recovery Facilities Act

Due to large file size, the proposed *OJRSA Development Policy* can be downloaded from this site:

- [www.ojrsa.org/wp-content/uploads/Development-Policy-2024-5-6-DRAFT-FINAL.pdf](http://www.ojrsa.org/wp-content/uploads/Development-Policy-2024-5-6-DRAFT-FINAL.pdf)



**RESOLUTION 2024-10**

**Adoption of Fiscal Year 2025 Comprehensive Budget and Fee Schedule**

**A RESOLUTION OF THE OCONEE JOINT REGIONAL SEWER AUTHORITY COMMISSION TO ADOPT A BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, THROUGH JUNE 30, 2025; AND OTHER MATTERS RELATED THERETO**

**WHEREAS**, the Oconee Joint Regional Sewer Authority, South Carolina (the “Authority”) was established pursuant to Title 6, Chapter 25 of the Code of Laws of South Carolina 1976, as amended, 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.

**WHEREAS**, the staff of the Authority has prepared a budget (the “Budget”) for the fiscal year beginning on July 1, 2024 and ending on June 30, 2025 (“Fiscal Year 2025”), the provisions of which establish annual budgets for the Authority’s general fund, projects and contingency fund, wholesale impact fund, retail operations and maintenance fund and retail impact fund.

**WHEREAS**, pursuant to the requirements of Sections 6-1-80 and 6-1-330 of the Code of Laws of South Carolina 1976, as amended (“SC Code”), a public hearing before the Oconee Joint Regional Sewer Authority Commission, as the governing body of the Authority (the “Commission”), was conducted on June 5, 2024 (the “Public Hearing”) on the matter of the adoption of the Budget (as proposed).

**WHEREAS**, the Budget has been presented for the approval of the Commission.

**NOW, THEREFORE**, be resolved by the Oconee Joint Regional Sewer Authority Commission in meeting duly assembled, finds as follows:

SECTION 1: It is hereby appropriated from the Wholesale Operations & Maintenance Fund (General Fund), Projects & Contingency Fund, Wholesale Impact Fund, Retail Operations & Maintenance Fund, and Retail Impact Fund, the following amounts of money for the following respective purposes for and during Fiscal Year 2025, to wit:

**WHOLESALE OPERATIONS & MAINTENANCE FUND (GENERAL FUND)**

<b>Appropriations – Budgeted O&amp;M Revenues</b>	
User Fees	\$5,717,028
Other Revenues	642,354
<b>Total Revenues</b>	<b><u>\$6,359,382</u></b>

<b>Appropriations – Budgeted O&amp;M Expenditures</b>	
Administration	\$2,788,318
Conveyance System	1,513,524
Water Reclamation Facility	1,571,359
Pretreatment	145,710
Laboratory	84,377
Contract Operations	34,100
Improvement Projects	<u>140,000</u>

**RESOLUTION 2024-10 Fiscal Year 2025 Comprehensive Budget and Fee Schedule**  
 May 6, 2024

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<b>Total Budgeted Expenditures</b>	<b><u>\$6,277,388</u></b>
<b>Increase (Decrease) to Fund Balance</b>	<b>\$81,994</b>

**PROJECTS & CONTINGENCY FUND (RESTRICTED)**

<b>Appropriations – Budgeted P&amp;C Fund Revenues</b>	
Transfers	\$225,000
Carryforward Revenues	9,257,357
<b>Total Revenues</b>	<b><u>\$9,482,357</u></b>
 <b>Appropriations – Budgeted P&amp;C Fund Expenditures</b>	
Projects & Contingency Expenses	\$9,382,357
<b>Total Budgeted Expenditures</b>	<b><u>\$9,382,357</u></b>
<b>Increase (Decrease) to Fund Balance</b>	<b>\$100,000</b>

**WHOLESALE IMPACT FUND (RESTRICTED)**

<b>Appropriations – Budgeted Wholesale Impact Fund Revenues</b>	
Fees	\$1,000,000
Other	250,000
<b>Total Revenues</b>	<b><u>\$1,250,000</u></b>
 <b>Appropriations – Budgeted Wholesale Impact Fund Expenditures</b>	
Expansion Project Expenses	\$0
<b>Total Budgeted Expenditures</b>	<b><u>\$0</u></b>
<b>Increase (Decrease) to Fund Balance</b>	<b>\$1,250,000</b>

**RETAIL OPERATIONS & MAINTENANCE FUND (UNRESTRICTED)**

<b>Appropriations – Budgeted Retail O&amp;M Fund Revenues</b>	
General	\$ 17,678
Intergovernmental Reimbursement	13,031
Carryover	6,021,303
<b>Total Revenues</b>	<b><u>\$6,052,012</u></b>
 <b>Appropriations – Budgeted Retail O&amp;M Fund Expenditures</b>	
General	\$13,031
Sewer South Phase II	3,700,000
<b>Total Budgeted Expenditures</b>	<b><u>\$3,713,031</u></b>
<b>Increase (Decrease) to Fund Balance</b>	<b>\$2,338,981</b>

SECTION 2: The appropriations described in Section 1 above represent a summary of the anticipated revenues and expenditures for each of the Authority's major funds – Wholesale Operations & Maintenance Fund (General Fund), Projects & Contingency Fund, Wholesale Impact Fund, Retail Operations & Maintenance Fund, and Retail Impact Fund. The full Budget, with particular details and provisos, is fully described in the document entitled the "FY 2025 Comprehensive Budget" (the "Budget Plan"), which is hereby incorporated by reference as part of this Resolution as if fully set forth herein, is hereby adopted.



**RESOLUTION 2024-10 Fiscal Year 2025 Comprehensive Budget and Fee Schedule**  
May 6, 2024

SECTION 3: As necessary, the Executive Director of the Authority (including any interim, acting, or temporary Executive Director, as applicable) (the "Executive Director") or the Executive Director's designee shall administer the Budget Plan and may authorize the transfer of appropriated funds within and between departments as necessary to achieve the goals of the Budget; however, no funds may be transferred between any fund without action being taken by the Commission, acting by Resolution.

SECTION 4: All of the Authority's fund balance reserves (both encumbered and unencumbered funds) as of June 30, 2024, shall be added into the Budget for Fiscal Year 2025 and applied under the Budget Plan. These designated monies may be properly invested pending any planned expenditure as set forth in the Budget Plan.

SECTION 5: (a) Monies received from governmental grants shall accrue only to the appropriate fund as set forth in the Budget Plan. Should grant funds be applied for or received after the beginning of Fiscal Year 2025 and thereby not be recited in the Budget Plan, then, by passage of any approval resolution of the Commission or other action item of the Commission authorizing the grant application and expenditures, the necessary funds may be created or supplemented, as necessary, to provide a mechanism for the receipt and expenditure of these monies. However, any such funding shall be specifically limited to the purposes for which the grant was awarded.

(b) The Budget appropriates sufficient revenues to fund the Authority's capital program. The capital program may be funded from the issuance of debt and other sources made available for pay-as-you-go financing by the Authority.

SECTION 6: (a) The Executive Director is authorized to enter into contracts if the total contract amount is less than or equal to the budget line item or project budget as approved by Commission under the terms of the Budget.

(b) Contracts necessary to expend monies appropriated in the Budget, when not specifically permitted by the Budget Plan, are hereby authorized upon the approval of such contract by a resolution of the Commission.

SECTION 7: The foregoing Authority operation appropriations have been detailed by the Commission into line-item accounts for each department. The detailed appropriation by account and budget narrative contained separately is hereby enacted as part of this Resolution.

SECTION 8: (a) Encumbrances in each fund at June 30, 2024, representing obligations made against 2023-2024 appropriations (the "Fiscal Year 2024 Comprehensive Budget" or "Fiscal Year 2024 Budget") outstanding as of that date, are hereby reappropriated and the appropriations shall be distributed to the budgetary accounts under which the expenditures will be charged during the Fiscal Year 2025 budget year as such obligations are satisfied, provided that such encumbrances, when taken together with the Fiscal Year 2024 Budget expenditures, do not cause any fund to exceed its budgetary authorization for the year ended June 30, 2024.

(b) For each fund in which a reappropriation occurs, the amount of funds appropriated hereunder shall be established in that fund as "Carryforward from Previous Year."

(c) For each fund in which the Budget includes the use of fund balance; the amount of the fund balance so used shall be identified as "Fund Transfer In."

**RESOLUTION 2024-10 Fiscal Year 2025 Comprehensive Budget and Fee Schedule**  
 May 6, 2024

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(d) Appropriations for grants, the authorization for which extends beyond the end of Fiscal Year 2024 Budget, shall not lapse at the end on June 30, 2024. Any such grant authorizations remaining at the end of a fiscal year shall be reappropriated pursuant to the conditions of the respective grant agreements and utilized in Fiscal Year 2025 in accordance with their respective terms.

(e) Appropriations for active projects resulting in restrictions or commitments of fund balances shall be identified by appropriate titles in the financial statements of the affected funds.

SECTION 9: The Executive Director was authorized and made public advertisement of the Public Hearing prior to the passage of this Resolution. The notice of Public Hearing, in the form and format required by Sections 6-1-80 and 6-1-330 of the SC Code, as applicable, was timely published in *The Journal*, which is a newspaper of general circulation in Oconee County. All interested parties were given an opportunity to speak in favor of or against this Resolution.

SECTION 10: A full schedule of the rates and fees ("Schedule of Fees") applicable to the Authority, including capacity fees, special treatment fees, and other applicable fees, is detailed in the Schedule of Fees attached hereto as Exhibit A, the entirety of which is included herein by reference and has been projected in revenues for purposes of the Budget.

SECTION 11: All actions of the Executive Director and other Authority staff regarding the Public Hearing and drafting, execution, and delivery of the Budget Plan are ratified, approved, and confirmed. Further, the Executive Director and Authority staff shall be authorized to do all things necessary to implement the provisions of the Budget Plan.

SECTION 12: If for any reason any provision of this Resolution, or its applications to any circumstance, is invalidated by a court of competent jurisdiction, the remaining portions of this Resolution shall remain in full force and effect.

SECTION 13: All resolutions or parts of resolutions inconsistent or in conflict with the provisions of this Resolution are hereby repealed to the extent of the conflict or inconsistency.

**DONE AND ADOPTED AT A MEETING DULY HELD THIS 6TH DAY OF MAY 2024.**

OCONEE JOINT REGIONAL SEWER AUTHORITY,  
SOUTH CAROLINA

\_\_\_\_\_  
**Brian Ramey, Chair**  
 OJRSA Board of Commissioners

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

<seal>



**OJRSA**  
Oconee Joint Regional  
SEWER AUTHORITY

# **SCHEDULE OF FEES**

Effective July 1, 2024

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DRAFT  
For Consideration  
by OJRSA Board

**OJRSA Schedule of Fees**

July 1, 2024

**Adoption and Approval as Policy****Adoption**

The *OJRSA Schedule of Fees* (Policy) shall become effective on July 1, 2024 in accordance with OJRSA Resolution 2024-10.

These fees shall be in full force and effect from and after passage, approval, and publication, as provided by law.

**Non-substantive Changes to Policy**

Certain portions of this Policy, such as additions and/or corrections to internet addresses and links, illustrations, referenced forms, and as noted elsewhere within may be updated as necessary by the OJRSA Executive Director without being considered a substantive change to this Policy. Non-substantive changes shall not be documented in the Revision History table.

**Definitions, Acronyms, and Format**

This section of the *OJRSA Schedule of Fees* contains definitions, acronyms, abbreviations, and formatting that are specific to this document.

**Definitions**

Administrative Fee shall mean a fee that covers labor spent on a task, time researching a project, meetings with consultants, preparing invoices or records, travel, etc. This fee is separate from the Administrative Pretreatment Fee.

Administrative Pretreatment Fee shall mean a fee that covers general labor and incidental costs incurred by OJRSA, including those serving in agency's Pretreatment Program and other OJRSA staff as necessary, as well as general use materials used by the program collectively (e.g., fuel used for vehicle, general office supplies, electricity and other utilities for program, etc.). If specific industries require substantial time by other OJRSA staff, then the industries that the work is performed for shall be billed for this time based on the hourly wages of the lowest pay classification staff member(s) who have the necessary skills and training to perform the tasks along with all other costs associated with the task.

Average Daily Use shall mean the average amount of water used by a customer, which depends on if it is a Residential or Nonresidential User. ADU is measured in gallons per day (gpd).

Calendar Day shall mean all days, including weekends and holidays.

Capacity Permit shall mean a Permit for OJRSA Wastewater System Capacity (or other document that serves this purpose) issued to a User or facility after January 1, 1990.

Commercial shall mean a company or organization occupied with or engaged in commerce or work intended for commerce. Examples include food service establishments, grocery stores, banks, hotels, office space, retail shops, multi-family developments, etc.

Customer shall mean a User who, according to the records of a Member City or the OJRSA, receives wastewater service at a site that is directly or indirectly served by the OJRSA via a sewer service connection.

Domestic Wastewater shall mean wastewater that originates from activities such as restroom usage, bathing, food preparation, and laundry.

Fiscal Year shall mean the accounting period for which the OJRSA operates, which is July 1 through June 30.

FOG Control Device shall mean FOG interceptors, FOG traps, or other OJRSA approved means of removing fats, oils, and grease from the wastewater conveyance and treatment system.

FOG Generator shall mean facilities that generate fats, oils, and grease.

Hauled Waste shall mean transported waste materials and products including, but not limited to waste from vessels, chemical and/or portable toilets, campers, trailers, septic tanks, FOG interceptors, FOG traps, and vacuum pump tank trucks.

**OJRSA Schedule of Fees**

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Illegal Tap shall mean any tap or connection made on an OJRSA pipe, manhole, or other facility without written authorization from the OJRSA is considered an illegal tap. The property owner as identified by Oconee County tax records as of the date the connection was discovered is responsible for these costs. Deficiencies are defined as any methods and/or materials that are not approved by the OJRSA in its current version of the *OJRSA Sewer Use Regulation*, *OJRSA Development Policy*, other OJRSA policy. Illegal connections are subject to South Carolina Code of Law Title 6 Section 11-280 and others as appropriate.

Impact Fee shall mean the initial charge for the allocation of wastewater treatment and transportation capacity based upon the greater of the user's permitted or projected volume of wastewater discharge or contribution to the system. The collection and use of these fees are governed by the *OJRSA Impact Fee Policy*.

Industrial User shall mean a user that introduces pollutants from any non-domestic wastewater source as regulated by the Federal Water Pollution Control Act (also known as the Clean Water Act), Title 40 of the Code of Federal Regulations, and/or state/local laws and regulations.

Institution shall mean an organization that provides services to the public or a specific sector of the public. Examples include schools, places of worship, medical facilities, prisons, etc.

Landfill Leachate shall mean a liquid that is formed when fluid from any source (e.g., rain, groundwater, wet paint, etc.) filters through wastes placed in a landfill. When this fluid comes in contact with buried wastes, it leaches, or draws out, chemicals or constituents from those wastes.

May is permissive. Shall is mandatory and requires compliance.

Master Meter shall mean a water meter that serves multiple tenants. This practice is often utilized in conjunction with multi-family developments (e.g., apartments, condominiums, etc.), subdivisions, and mobile home parks but can include other types of users.

Member Cities shall mean the cities of Seneca, Walhalla, and Westminster and others as defined by legally binding Intergovernmental Agreement(s).

Multi-Family Development shall mean a structure or complex of buildings intended for multiple families to reside in for extended periods of time. Examples include apartments, townhomes, condominiums, duplexes/multiplexes, etc. Multi-family developments where each residential unit is served by its own water meter is treated as a Residential User.

Non-Domestic Wastewater shall mean wastewater from the production, manufacturing, or processing operations of certain Nonresidential Users, the discharge of which exceeds normal domestic wastewater maximum allowable concentration limits.

Nonresidential User (or Nonresidential) shall mean any use other than a Residential User, which may include, but is not limited to: Food Service Establishments, Industrial Users, health care facilities, religious establishments, educational facilities, assisted living facilities, office facilities, and other commercial establishments. *It shall also include apartments, condominiums, and other multi-unit housing complexes served by a Master Meter and/or with a common sewer service lateral or system serving multiple units prior to connecting with a public sewer.*

Oconee County Sewer Commission shall mean an autonomous commission of Oconee County government and predecessor of the Oconee Joint Regional Sewer Authority.

Residential User (or Residential) shall mean an independent residential structure that sits on its own land and is intended to be used as a single unit with unshared utilities. Includes traditional detached homes, mobile homes, Multi-Family Developments (*if units have individual sewer plumbing that is not combined prior to connection to the public sewer system*), and recreational vehicle ("RV")/camper site with an individual water meter and sewer connection. It shall not include those served by a Master Meter or those defined as a Nonresidential User.

Retail Service Area shall mean the area where the OJRSA provides the following services for customers within this area: collection, trunk conveyance, and treatment. These services may be provided on systems which the OJRSA owns or operates as a contractor for a separate owner. These areas are not owned, operated, nor maintained by a Member City. *See Figure 1 (page 4) for more information.*

Shall is mandatory and requires compliance. May is permissive.

South Carolina Department of Environmental Services (SCDES) shall mean the government agency, or its successor agency, responsible for protecting the State of South Carolina's air, land, and water resources as authorized under multiple state and federal laws. Prior to July 1, 2024, the agency responsible for these functions was the South Carolina Department of Health and Environmental Control.



## OJRSA Schedule of Fees

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Surcharge shall mean a charge for sewer service and treatment service for wastes having characteristics different from sanitary wastes and for which additional charges must be assessed in order to compensate for additional expenses incurred.

Under-Permitted shall mean a facility that contributes wastewater flow volume in excess of their Capacity Permit and/or other Permits as issued by OJRSA.

Unpermitted shall mean a facility that did not receive a Permit for Capacity in the Wastewater System after January 1, 1990.

User shall mean any person or entity who directly or indirectly discharges, causes, or permits the discharge of domestic or non-domestic wastewater to any wastewater conveyance system directly or indirectly connected to an OJRSA facility. Users consist of Residential and Nonresidential Users as defined herein. A User can have water and/or sewer service provided by a Member City, OJRSA, or can be a Well Customer.

Well Customer shall mean a Customer that utilizes sewer service that receives potable or non-potable water from any hole that is drilled, dug, or excavated. Such Customers shall be classified as Residential or Nonresidential Users.

Wholesale Service Area shall mean the area where the retail wastewater and drinking water services are owned, operated, and maintained by a Member City. The OJRSA provides trunk wastewater conveyance and treatment services only in this area. *See Figure 1 (page 4) for more information.*

### Acronyms and Abbreviations

ADU: Average Daily Use

e.g.: Exempli Gratia, Latin for "for example"

FEMA: Federal Emergency Management Agency or any successor agency

FOG: Fats, Oils, and Grease

FOIA: Freedom of Information Act

FY: Fiscal Year

gal: Gallons (unit of volume)

gpd: Gallons per Day (unit of flow)

gpm: Gallons per Month (unit of volume)

GSA: United States General Services Administration or any successor agency

lb: Pound (unit of mass)

mg/L: Milligrams per Liter (unit of concentration)

O&P: Operations & Planning

OCSC: Oconee Count Sewer Commission

OJRSA: Oconee Joint Regional Sewer Authority

POV: Privately Owned Vehicle

SCDES: South Carolina Department of Environmental Services (or successor agency)

TKN: Total Kjeldahl Nitrogen

### Document Format

This document contains fonts and styles that have certain meaning, such as a reference to other sections or materials. Below is a list of the text formats used within and what they represent in the *OJRSA Schedule of Fees*.

**BOLD RED CAPITAL LETTERS** Important point of emphasis

Dashed Underline Name of a form to use for documenting a task referenced in the document

*Italics* Title of books, manuals, and other documents

MIX-SIZED CAPITAL LETTERS Name of sections or appendices in a book, manual, or other document

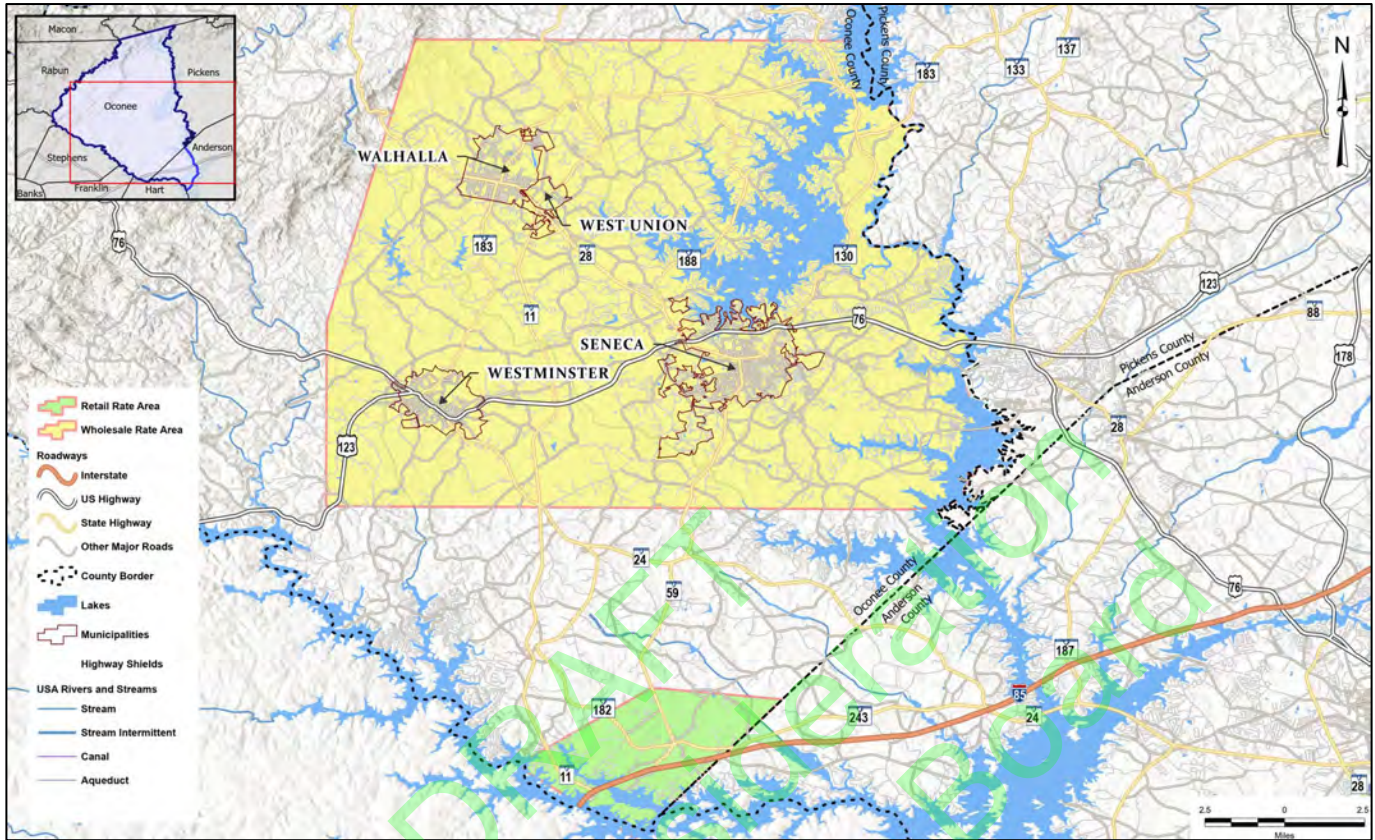
*Underlined Italics* A note of caution or warning

OJRSA Schedule of Fees

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**Service Area Map**

Figure 1: General map of the Wholesale and Retail service areas



**Section 1 Residential User Rates**

Residential Users are subject to fees as listed this section. See the map (Figure 1) on page 4 for more information regarding the Wholesale and Retail service areas.

Table 1: Residential User fees

Residential User Monthly Fees	<p><b>WHOLESALE SERVICE AREA:</b> Base rate of \$10.00 per month per water meter plus \$5.39 per 1,000 gallons used (rounded in accordance with Member City policy)</p> <p><b>RETAIL SERVICE AREA:</b> Base rate in accordance with meter size as shown below:</p> <ul style="list-style-type: none"> <li>• 5/8-inch or 3/4-inch \$20.00 per month</li> <li>• 1-inch \$50.00 per month</li> <li>• 1.5-inch \$100.00 per month</li> <li>• 2-inch \$160.00 per month</li> <li>• 3-inch \$320.00 per month</li> <li>• 4-inch \$500.00 per month</li> <li>• 6-inch \$1,000.00 per month</li> <li>• 8-inch \$1,600.00 per month</li> </ul> <p>plus the per month Administration Fee imposed by the water provider plus \$6.38 per 1,000 gallons used (rounded in accordance with water provider policy)</p>
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## OJRSA Schedule of Fees

July 1, 2024

Residential Well Customer Monthly Fees (No Retail Sewer/Water Provider, no water or sewer meter)	<b>WHOLESALE SERVICE AREA:</b> Base rate of \$10.00 per well per month plus flat volumetric rate of \$24.26 <sup>1</sup> per well per month (Total of \$34.26 per month) <b>RETAIL SERVICE AREA:</b> Base of \$20.00 per well per month plus flat volumetric rate of 28.71 <sup>2</sup> plus the per month Administration Fee imposed by the water provider (Total of \$48.71 per month)
Impact fees	As detailed in SECTION 3
Tap and tap maintenance fees	<ul style="list-style-type: none"> <li>In addition to impact fees, all new connections that physically join with the OJRSA wastewater conveyance system must pay the actual OJRSA staff or contractor costs to install each tap plus 30% to fund maintenance of connection.</li> <li>If contractor makes connection (or installs manhole with precast service connection(s)) is paid directly by the developer, then the developer shall be required to pay \$200 per diameter inch of the connection. The contractor will not have to pay a construction tap fee to the OJRSA as the OJRSA did not incur any costs.<sup>3</sup></li> </ul>
Hydraulic modeling analysis for downstream impact caused by potential or proposed new or upsized development that will increase flow by at least 10,000 gpd <u>or for areas of concern within the sewer system as identified in the current version of the OJRSA hydraulic model or known of areas of concerns.</u>	Actual consultant's fee + 25% Administrative Fee. This fee will be updated on the <u>Downstream Wastewater Modeling Analysis Request</u> form as stated at <a href="http://www.ojrsa.org">www.ojrsa.org</a> .
Plans and specifications review <u>(unless otherwise noted, these fees are for each review, including resubmittals)</u>	Single Family Homes <sup>4</sup> <ul style="list-style-type: none"> <li>On individual lot not located in a subdivision – \$0.00<sup>5,6,7</sup></li> <li>To be located in a subdivision/planned development that requires gravity sewer and/or force mains installation – \$0.05 per linear foot of pipe<sup>5,6</sup></li> <li>Pump station addition to serve development – \$300.00 per station (one review fee covers initial review of each plus resubmittals)<sup>5,6</sup></li> <li>Grinder pumps for individual units – \$1.00 per pump<sup>5,6</sup></li> </ul>
General inspection fees (for inspections other than new, replacement, or modification inspection of a FOG control device)	Charged per hour with a two (2) hour minimum. Based on the hourly wage of the lowest pay classification of the staff member(s) who has the necessary skills and training to perform the task. The rate used shall be the midpoint of the current year FY pay range + benefits costs at 34% of wage + ½-ton truck according to current <a href="#">FEMA Rate Schedule</a> (or <a href="#">GSA mileage rate for POV</a> , if applicable). <sup>8</sup>
Illegal Taps or other illegal connections	\$2,000.00 penalty + Applicable Impact Fee(s) + Tap Fee(s) + Cost of Repairs and/or Cleaning to System + General Inspection Fees + Applicable Legal Fees
Disconnection from sewer system	\$400.00
Reconnection to sewer system	\$400.00
Users who violate the provisions of the <i>OJRSA Sewer Use Regulation</i> or fail to abide by any rules, requirements or procedures that OJRSA implements in support of the Regulation	As stated in SECTION 8 of the <i>OJRSA Sewer Use Regulation</i>

## Section 2 Nonresidential User Rates

Nonresidential Users are subject to fees as listed this section. See map (Figure 1) on page 4 for more information regarding the Wholesale and Retail service areas.

OJRSA Schedule of Fees

July 1, 2024

**2.1 General Nonresidential User Fees**

Table 2: General Nonresidential User fees

<p>Nonresidential User Monthly Fees</p>	<p><b>WHOLESALE SERVICE AREA:</b> Base rate of \$15.00 per month per water meter plus \$7.37 per 1,000 gallons used (rounded in accordance with Member City policy)</p> <p><b>RETAIL SERVICE AREA:</b> Base rate in accordance with meter size as shown below:</p> <ul style="list-style-type: none"> <li>• 5/8-inch or 3/4-inch \$20.00 per month</li> <li>• 1-inch \$50.00 per month</li> <li>• 1.5-inch \$100.00 per month</li> <li>• 2-inch \$160.00 per month</li> <li>• 3-inch \$320.00 per month</li> <li>• 4-inch \$500.00 per month</li> <li>• 6-inch \$1,000.00 per month</li> <li>• 8-inch \$1,600.00 per month</li> </ul> <p>plus the per month Administration Fee imposed by the water provider plus \$6.38 per 1,000 gallons used (rounded in accordance with water provider policy)</p>
<p>Nonresidential Well Customer Monthly Fees (No Retail Sewer/Water Provider, no water meter)</p>	<p><b>WHOLESALE SERVICE AREA:</b> Base rate of \$15.00 per well per month plus volumetric rate to be determined on a case-by-case basis, possibly by use of a sewer meter<sup>9</sup></p> <p><b>RETAIL SERVICE AREA:</b> To be determined on a case-by-case basis. All fees shall include an applicable base fee, volumetric fee (possibly determined by use of a sewer meter)<sup>9</sup>, and per month Administration Fee imposed by the water provider.</p>
<p>Impact fees</p>	<p>As detailed in SECTION 3</p>
<p>Tap and tap maintenance fees</p>	<ul style="list-style-type: none"> <li>• In addition to impact fees, all new connections that physically join with the OJRSA wastewater conveyance system must pay the actual OJRSA staff or contractor costs to install each tap plus 30% to fund maintenance of connection.</li> <li>• If contractor makes connection (or installs manhole with precast service connection(s)) is paid directly by the developer, then the developer shall be required to pay \$200 per diameter inch of the connection. The contractor will not have to pay a construction tap fee to the OJRSA as the OJRSA did not incur any costs.<sup>3</sup></li> </ul>
<p>Hydraulic modeling analysis for downstream impact caused by potential or proposed new or upsized development that will increase flow by at least 10,000 gpd <i>or for areas of concern within the sewer system as identified in the current version of the OJRSA hydraulic model or known of areas of concerns.</i></p>	<p>Actual consultant’s fee + 25% Administrative Fee. This fee will be updated on the <u>Downstream Wastewater Modeling Analysis Request</u> form located within Development and Construction Standards section of <a href="http://www.ojrsa.org/resources">www.ojrsa.org/resources</a>.</p>



**OJRSA Schedule of Fees**

July 1, 2024

<p>Plans and specifications review (<i>unless otherwise noted, these fees are for each review, including resubmittals</i>)</p>	<p><b>Multi-Family Development<sup>4</sup></b></p> <ul style="list-style-type: none"> <li>• No amenities (pool, clubhouse, etc.) – \$1.85 per residential living unit<sup>5,6</sup></li> <li>• If includes amenities – \$3.10 per residential living unit<sup>5,6</sup></li> <li>• Gravity sewer and/or force main extension – \$0.05 per linear foot of pipe<sup>5,6</sup></li> <li>• Pump station addition to serve development – \$300.00 per station (one review fee covers initial review of each plus resubmittals)<sup>6</sup></li> <li>• Grinder pumps for individual units – \$2.00 per pump<sup>5,6</sup></li> <li>• Buildings other than residential living units and those that provide amenities (pool, clubhouse, etc.) shall be calculated as a Commercial, Industrial, and/or Institutional Facility as stated below.</li> </ul> <p><b>Commercial, Industrial, and/or Institutional Facility<sup>4</sup></b></p> <ul style="list-style-type: none"> <li>• Building space – \$0.04 per square foot of building space served by water and/or sewer<sup>5,6</sup></li> <li>• Gravity sewer and/or force main extension – \$0.07 per linear foot of pipe<sup>5,6</sup></li> <li>• Pump station addition to serve development – \$300.00 per station (one review fee covers initial review of each plus resubmittals)<sup>6</sup></li> <li>• Grinder pumps for individual units – \$2.00 per pump<sup>5,6</sup></li> </ul>
<p>General inspection fees (NOTE: for inspections of new, replacement, or modification of a FOG control device, see SECTION 2.2 Table 3)</p>	<p>Charged per hour with a one (1) hour minimum. Based on the hourly wage of the lowest pay classification of the staff member(s) who has the necessary skills and training to perform the task. The rate used shall be the midpoint of the current year FY pay range + benefits costs at 34% of wage + ½-ton truck according to current <a href="#">FEMA Rate Schedule</a> (or <a href="#">GSA mileage rate for POV</a>, if applicable).<sup>8</sup></p>
<p>Illegal Taps or other connections</p>	<p>\$2,000.00 penalty + Applicable Impact Fee(s) + Tap Fee(s) + Cost of Repairs to System + General Inspection Fees + Applicable Legal Fees</p>
<p>Disconnection from sewer system</p>	<p>\$400.00</p>
<p>Reconnection to sewer system</p>	<p>\$400.00</p>
<p>Users who violate the provisions of the <i>OJRSA Sewer Use Regulation</i> or fail to abide by any rules, requirements or procedures that OJRSA implements in support of the Regulation</p>	<p>As stated in SECTION 8 of the <i>OJRSA Sewer Use Regulation</i></p>

**2.2 Special Pretreatment Fees**

Generators requiring Special Pretreatment Devices (as defined in the *OJRSA Sewer Use Regulation*) shall pay as listed in this section:

Table 3: Special pretreatment fees

<p>Special Pretreatment Device Application Processing and Renewal</p>	<p>No fee</p>
<p>Routine and follow-up compliance inspections and administrative tasks</p>	<p>No fee</p>
<p>All laboratory analyses fees associated a facility that is regulated by the OJRSA</p>	<p>Actual analysis costs incurred by OJRSA (including those if an outside laboratory is used) + 15% Administrative Fee (only if outside laboratory is used)</p>
<p>Special Pretreatment Device design and specifications review and approval fee for new, replacement, or modification</p>	<p>\$20.00 per device for each review</p>

## OJRSA Schedule of Fees

July 1, 2024

New, replacement, or modification inspection of a Special Pretreatment Device	Charged per hour with a one (1) hour minimum. Based on the hourly wage of the lowest pay classification of the Technical Services staff member(s) who has the necessary skills and training to perform the task. The rate used shall be the midpoint of the current FY pay range + benefits costs at 34% of wage + small SUV according to current <a href="#">FEMA Rate Schedule</a> (or <a href="#">GSA mileage rate for POV</a> , if applicable). <sup>10</sup>
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**2.3 Industrial and Other Nonresidential User Fees**

Including other Nonresidential User fees, industrial users are subject to fees as listed this section.

Table 4: Other Industrial and Nonresidential User fees

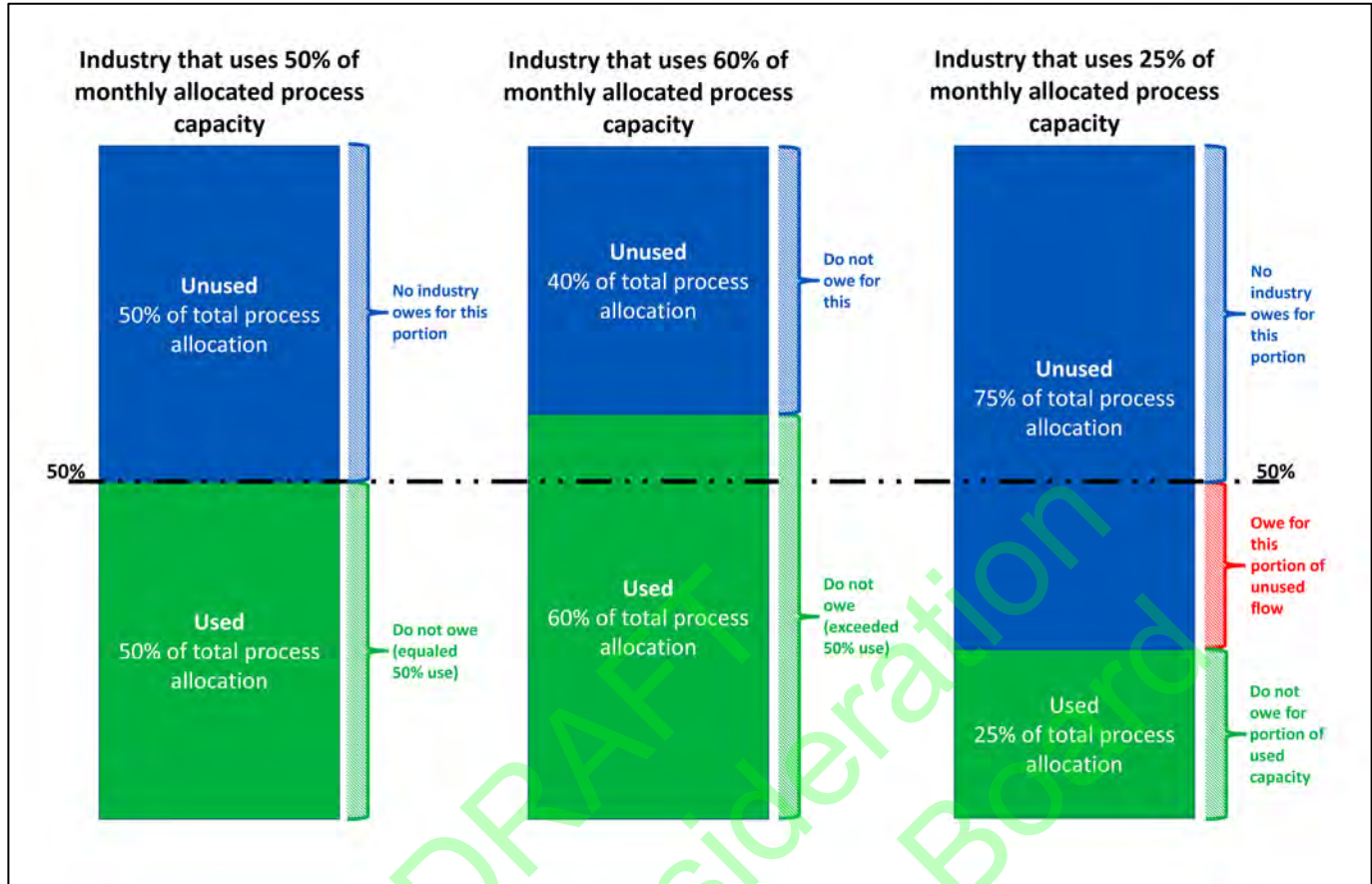
Industrial Pretreatment Permit Application	No fee
Industrial Pretreatment Permit Renewal	No fee
Nonsignificant Source Wastewater Discharge Permit Application	No fee
Nonsignificant Source Wastewater Discharge Permit Calculation of Surcharges	No fee
Biochemical Oxygen Demand (BOD) Surcharge	\$25.00 per quarter for periods when calculations are necessary <sup>11</sup>
Chemical Oxygen Demand (COD) Surcharge	\$0.00 for concentration of 0-250 mg/L <sup>11</sup> \$0.30 per pound above 250 mg/L <sup>11,12,13</sup>
Phosphorus (P) Surcharge	\$0.00 for concentration of 0-750 mg/L <sup>11</sup> \$0.30 per pound above 750 mg/L <sup>11,12,13</sup>
Total Kjeldahl Nitrogen (TKN) Surcharge	\$0.00 for concentration of 0-7 mg/L <sup>11</sup> \$0.35 per pound above 7 mg/L <sup>11,12</sup>
Total Suspended Solids (TSS) Surcharge	\$0.00 for concentration of 0-30 mg/L <sup>11,14</sup> \$0.40 per pound above 30 mg/L <sup>11,12,14</sup>
Flow (gpd) Surcharge	\$0.00 for concentration of 0-250 mg/L <sup>11</sup> \$0.30 per pound above 250 mg/L <sup>11,12</sup>
Late Discharge Monitoring Report from low volume dischargers and industrial users	\$6.35 per 1,000 gallons above permitted limit (rounded up to the next 1,000 gallons) <sup>11</sup>
Unused capacity fee for industrial users <u>See illustration in Figure 2 for general information</u>	<ul style="list-style-type: none"> <li>• \$100.00 the first day late and \$50.00 per business day thereafter until report is received.</li> <li>• Notice of Violation or other enforcement action as required by the <i>OJRSA Sewer Use Regulation</i>.</li> <li>• Average monthly discharge of 50% or more (<math>\geq 50\%</math>) of their capacity as stated on the industry's current <i>Significant Industrial Wastewater Discharge Permit</i> as issued by OJRSA - \$0.00 per month when the facility's total flow discharged for the month is at least 50% of their total monthly allocated flow.<sup>15,16</sup></li> <li>• Average monthly discharge of less than 50% (<math>&lt; 50\%</math>) of their capacity as stated on the industry's current <i>Significant Industrial Wastewater Discharge Permit</i> as issued by OJRSA. - \$2.00 per 1,000 gallons of not utilized by the industry between the industry's actual total monthly discharge and 50% of their permitted monthly discharge. [NOTE: The permitted industry is only paying for unused process wastewater capacity for the volume range of 0% to 50% of the amount as listed on their OJRSA-issued Significant Industrial Wastewater Discharge Permit.]<sup>11,15,16</sup></li> </ul>



OJRSA Schedule of Fees

July 1, 2024

Figure 2: Unused industrial process wastewater capacity allocation



**2.4 Industrial Pretreatment Billing Expense Billing**

Industries subject to OJRSA industrial pretreatment requirements must pay program fees using the following methodology:

- A. Quarterly billing:
  1. Base fee: 1/x (where x is equal to the number of industrial users that have a *Significant Industrial Wastewater Discharge Permit* during that quarter) of the salary and benefits expensed for the designated Pretreatment Coordinator (and additional dedicated department staff, if applicable);
  2. Items related to materials or services procured for the industry, such as: licenses/certifications/memberships; seminars/workshops/training; legal; public relations and advertising; mailing/shipping; office supplies; supplies/tools; technology (phones/internet/ television); professional and service contracts; and rolling stock and equipment;
  3. Hours and benefits that other OJRSA employees spend working on items associated with the industry;
  4. Surcharge fees for flow and particular chemical exceedances as stated in SECTION 2.3 Table 4;
  5. Unused monthly capacity fees as stated in SECTION 2.3 Table 4; and
  6. Twenty percent (20%) administration fee on SECTION 2.4 Paragraphs A.1, A.2, and A.3 only.<sup>17</sup>
- B. A 10% late fee is added every 30 days the invoice has not been paid.
- C. Penalties and fines associated with enforcement action are to be paid invoiced at the time expense is incurred.

**2.5 Hauled Waste Program Fees**

Fees are supportive of the *OJRSA Sewer Use Regulation* and other requirements and are subject to the OJRSA’s acceptance of any or all products as stated within the Regulation and/or availability to accept at the Water Reclamation Facility for treatment or disposal.

Table 5: Hauled waste program fees

Hauled Waste Disposal Permit	\$120.00 per year (prorated based on the permit effective date) <sup>18,19</sup>
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## OJRSA Schedule of Fees

July 1, 2024

Sanitary sewage from septic tank	\$200.00 per 1,000 gallons (rounded up to the next 1,000 gallons; if the OJRSA can meter the discharge, then the fee will be \$0.185 per gallon) <sup>11,20</sup>
Hauled liquid treatment plant waste (e.g., sludge from package treatment plant)	\$200.00 per 1,000 gallons (rounded up to the next 1,000 gallons; if the OJRSA can meter the discharge, then the fee will be \$0.185 per gallon) <sup>11,20</sup>
Portable toilet waste	\$75.00 per 1,000 gallons (rounded up to the next 1,000 gallons; if the OJRSA can meter the discharge, then the fee will be \$0.066 per gallon). <sup>11,20</sup>
Hauled waste solids	<ul style="list-style-type: none"> <li>• Current tipping fee (in tons or pounds, rounded up to next ton or billable weight/volume as charged by the landfill or final disposal site) + current transportation costs (as charged by third-party waste hauler) + 25% Administrative Fee. <u>Since this fee can change with little to no notice by the landfill or hauler, it is suggested to call 864-972-3900 and request the current fee prior to delivery of hauled waste solids to OJRSA.</u></li> <li>• If solids can be weighed by certified scale either independently owned or owned by OJRSA, then OJRSA will bill based on partial weight of load using the same calculation as above but with actual weight instead of rounded.</li> </ul>
Landfill leachate	\$6.35 per 1,000 gallons (rounded up to the next 1,000 gallons) + Calculation of Surcharge fee (as stated in SECTION 2.3 + Surcharge rates (as stated in SECTION 2.3) <sup>11</sup>
Grease	Per <i>OJRSA Sewer Use Regulation</i> , the OJRSA no longer accepts grease as of October 1, 2023
Afterhours acceptance fee as defined by the <i>OJRSA Hauled Waste Acceptance Policy</i> or <i>OJRSA Sewer Use Regulation</i>	\$150.00 per delivery + other disposal costs based on product received as stated within SECTION 2.5 Table 5
Sampling and analysis of hauled waste	\$25.00 per analysis + applicable contract lab costs
Failure to clean OJRSA manual bar screen at hauled waste discharge locations	\$50.00 per delivery for first offense, \$100 for second offense, and \$500 for third and subsequent offenses <sup>20</sup>

### Section 3 Impact Fees

- A. This Policy applies when a developer requests water and/or sewer service with the retail utility provider. The OJRSA will not approve the establishment of water service nor the issuance of a building permit until all fees are paid.
- B. Impact fees are based on the *OJRSA Schedule of Fees* at the time an Application for Capacity in the OJRSA Sewer System form is completed by the owner/developer.
1. Impact fees are in Table 6 and Table 7.
  2. If there is a Board-approved change to impact fees within twenty (20) calendar days of when OJRSA has notified the developer of their impact fees that are due and that submitted plans have been approved, then the developer has ten (10) calendar days beyond the date the fees change (inclusive of the first day of the change) to pay the impact fees that were presented; otherwise the new rates shall apply.
- C. Impact fees are collected for the purpose of future treatment and conveyance system expansion and are held in a restricted fund and are to be used only for specific projects and purposes allowed by law and OJRSA policy. (See the *OJRSA Impact Fee Policy* and *OJRSA Financial and Accounting Policy*).
- D. **EXISTING UNPERMITTED OR UNDER-PERMITTED FACILITIES THAT DO NOT HAVE A MASTER METER** – All unpermitted and under-permitted units, regardless of use or type, that are directly or indirectly connected to the OJRSA wastewater conveyance system or treatment facility as of July 1, 2021 are exempt from these requirements except when there is a change in use (e.g., residential to commercial, commercial to industrial, etc.) and/or water meter size. When there is a change, then the developer will be subject to requirements stated in Paragraph F.4 of this Section.
- E. **EXISTING UNPERMITTED OR UNDER-PERMITTED FACILITIES THAT HAVE A MASTER METER** – For existing facilities that already have a master meter but are planning on constructing additional structures on the privately-owned portion of

**OJRSA Schedule of Fees**

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the system, the impact fee for the new structure shall be based on the pipe diameter size(s) serving the new structure(s) and this capacity shall be added to that of the entire site that was previously metered. The fee shall be calculated based on the equivalent meter size(s) for the service line(s) to serve the structure.<sup>21</sup>

**F. Calculating Fees**

1. **General Use:** In most cases, impact fees shall be calculated using the water meter size that serves each unit or building at a development.
2. **Residential User**
  - a. **Individual Homes Not Part of a Subdivision:** The impact fee will be based on the Residential water meter size.
  - b. **Subdivisions**
    - i. For Subdivisions Constructed Prior to July 1, 2021 – Homes constructed within these subdivisions will be responsible for paying impact fees identical to Paragraph F.2.a of this Section.
    - ii. For Subdivisions Planned or Constructed After July 1, 2021 – Prior to the OJRSA issuing a Willingness & Ability to Serve, Commitment to Own, Commitment to Own & Operate, or other such letter required by the South Carolina Department of Environmental Services (SCDES) that is necessary for the permitting of a wastewater collection system extension serving a development, the owner/developer shall pay impact fees for all lots within the subdivision. It should be assumed that all lots will have a 5/8- or 3/4-inch meter. If it is found that a larger meter is necessary for any or all parcels, then the owner(s) shall be responsible for paying the difference in impact fees.<sup>22</sup>
3. **Nonresidential Users and Industries that Use Non-Potable Water and/or Discharge Wastewater Volumes Substantially Different from Normal Billed Potable Water –** For Nonresidential Users and industries that discharge wastewater from water sources other than strictly a potable supply (e.g., direct surface withdrawal, groundwater wells, etc.) and/or if there is an anticipated difference greater than five percent (5%) between the potable water used by an industry and the amount to be discharged (e.g., evaporation through cooling, beverage bottling operations, etc.), then it will be necessary for the OJRSA to consult their engineering firm of choice to determine what the appropriate impact fees shall be. The engineer’s assessment will be at the industry’s expense.
4. **Change in Use and/or Meter Size**
  - a. **Changing from Residential to Nonresidential Use –** If a facility changes from Residential to a Nonresidential use, the owner/developer shall be responsible for paying the difference between the fees.<sup>23</sup>
  - b. **Changing from Nonresidential to Residential Use –** If a facility changes from Nonresidential to Residential use using the same size meter, then the developer will not owe an impact fee, nor shall they be entitled to a refund for the difference.<sup>24</sup>
  - c. **Increasing a Meter Size –** If a facility must increase an existing meter size for any reason, they shall be responsible for paying the difference between the former and new meter size.<sup>25</sup>
  - d. **Reducing a Meter Size –** If a facility decreases their meter size, then the developer will not owe an impact fee, nor shall they be entitled to a refund for the difference.<sup>24</sup>
5. **Dividing an Existing Facility Served by a Meter into Separate Units Served by Multiple Meters –** If a structure is subdivided from a unit served by one (1) or more meters into several units that will each have its own meter, then the following applies:
  - a. **Impact Fees Due for New Meters Exceeds Credit for Existing Meter(s) –** If the impact fees due from the new meters exceed the credit for the former meters, then the developer must pay the difference between the existing and new meters.<sup>26</sup>
  - b. **Impact Fees for New Meters Does Not Exceed Credit for Existing Meter(s) –** If the impact fees for the new meters do not exceed the credit for the former meters, then the developer will not owe an impact fee, nor shall they be entitled to a refund for the difference.<sup>24</sup>
  - c. **Reducing Meter Size –** If a facility decreases their meter size, then the developer will not owe an impact fee, nor shall they be entitled to a refund for the difference.<sup>24</sup>

Table 6: Impact fees (see Definitions and Acronyms for Residential User and Nonresidential User)

Use	Water Meter Size (inch)	ADU <sup>27</sup> (gpd)	Fee Per Water Meter
Residential User	3/4 or 5/8	150	\$2,300
	1	365	\$5,600

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Nonresidential User <b>EXCEPTIONS ARE LISTED IN PARAGRAPH F.3 OF SECTION 3</b>	3/4 or 5/8	225	\$3,400
	1	625	\$9,500
	1.5	1,630	\$24,900
	2	3,305	\$50,400
	3	9,815	\$149,700
	4	12,340	\$188,200
	6	23,630	\$360,400
	8	37,100	\$565,800

**G. Customers Using Unmetered Connections or Groundwater Wells**

1. Unmetered Residential Connections – Residential Users directly or indirectly connected to a OJRSA wastewater conveyance system or treatment facility that use wells or other unmetered connections for their water supply shall be charged an impact fee for each well that is connected to the sewer system. The fee shall be the equivalent of a 5/8- or 3/4-inch meter.
2. Unmetered Nonresidential Customers – Nonresidential customers directly or indirectly connected to the OJRSA wastewater conveyance system or treatment facility that use wells or other unmetered connections for their water supply shall be charged an impact fee for each well that is connected to the sewer system. An engineer of the OJRSA’s choosing will determine the appropriate equivalent water meter size for each well at the customer’s expense.

**H. Special Circumstances**

1. These fees are listed in Table 7.
2. Industrial Process Wastewater Permitted by OJRSA – Wastewater that is to be used for processes as listed in an Industrial User Discharge Permit. The fee shall be based on the maximum total volume as stated in the permit, not the actual volume or anticipated volume to be discharged by the facility.
3. Circumstances Not Addressed in this Policy – Unusual situations and conditions not addressed in this Policy will be considered in consultation with the OJRSA’s engineer on a case-by-case basis. Such decisions made by the OJRSA shall not establish precedence for similar circumstances that may occur in the future.

Table 7: Impact fees for special circumstances

Special Circumstance	Fee Per Gallon <sup>27</sup>
Industrial Process Wastewater Permitted by OJRSA	\$15.25
Other Circumstances as Defined in Impact Fee Policy	\$15.25

**Section 4 Contract Services Provided for Non-Wholesale OJRSA Wastewater Systems (including Retail Sewer System)**

The OJRSA shall charge the fees as listed in Table 8 for work performed for other utilities on a contractual basis.

Table 8: Contract operation fees

OJRSA Personnel	<p><u>Exempt Staff</u></p> <ul style="list-style-type: none"> <li>• Work performed during normal business hours (charged in 1/10 hour increments) – Midpoint of hourly wage of position classification(s) performing task x hours worked in 1/10 hour increment + benefits costs at 34% of wage<sup>28</sup></li> <li>• Work performed during non-business hours – (Midpoint of hourly wage of position classification(s) performing task x hours worked in 1/10 hour increment) x 1.5 (to convert wage to overtime pay) + benefits costs at 34% of wage<sup>28</sup></li> </ul> <p><u>Non-Exempt Staff</u></p> <ul style="list-style-type: none"> <li>• Work performed during normal business hours – Midpoint of hourly wage of position classification(s) performing task x hours worked in 1/10 hour increment + benefits costs at 34% of wage<sup>28</sup></li> <li>• Work performed during non-business hours – Midpoint of hourly wage of position classification(s) performing task x</li> </ul>
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	<p>hours worked in 1/10 hour increment + benefits costs at 34% of wage<sup>28</sup></p> <p><u>General Function Tasks</u></p> <ul style="list-style-type: none"> <li>• General accounting – Midpoint of hourly wage of position tasked with accounts payable/receivable x 0.4 hours + benefits costs at 34% of wage<sup>28</sup></li> <li>• Industrial pretreatment program – Midpoint of hourly wage of position tasked with pretreatment program oversight x hours worked in 1/4 hour increment + benefits costs at 34% of wage<sup>28</sup></li> <li>• Engineering – Midpoint of hourly wage of position tasked with engineering or program management x hours worked in 1/4 hour increment + benefits costs at 34% of wage<sup>28</sup></li> </ul>
Vehicles and Equipment	<ul style="list-style-type: none"> <li>• Transportation of staff only (no work to be performed that requires tools other than those necessary for SC811 locates) – <a href="#">GSA mileage rate for POV</a> x total mileage driven + 25% Administrative Fee</li> <li>• Vehicles used for performing work (other than SC811 locates) – <a href="#">FEMA Rate Schedule</a> x total hours used (or miles mileage driven, if applicable) + 25% Administrative Fee</li> <li>• OJRSA vehicles or equipment not listed in <a href="#">FEMA Rate Schedule</a> – Cost to rent comparable vehicle or unit of equipment + 25% Administrative Fee</li> <li>• Rental vehicles or equipment – Actual rental cost + 25% Administrative Fee</li> </ul>
Materials and services (including use of non-OJRSA personnel)	<ul style="list-style-type: none"> <li>• Materials provided by OJRSA – Actual unit cost + 25% Administrative Fee</li> <li>• Materials provided by others – Actual unit cost + 25% Administrative Fee</li> <li>• Labor provided by others – Actual labor cost + 25% Administrative Fee</li> <li>• Services provided by others – Actual cost of services + 25% Administrative Fee</li> <li>• Utilities paid for by OJRSA – Actual cost + 25% Administrative Fee</li> </ul>

**Section 5 Other Fees**

**5.1 Financial and Late Fees**

Table 9: Financial and late fees

Credit or debit card processing	Customer to pay actual transaction fee charged by processing company
Late payments	All payments not received within 30 days of the issuance of the invoice will be charged a 10% late fee for every 30 days the payment is outstanding
Returned check (NSF) fee	\$30.00 per returned check

**5.2 Freedom of Information Act Fees**

Table 10: FOIA fees

Minutes of the meetings of the public body for the preceding six (6) months	No fee per SC Law §30-4-30(D)
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**OJRSA Schedule of Fees**

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Documents produced by the public body or its agent that were distributed to or reviewed by a member of the public body during a public meeting for the preceding six (6) months	No fee per SC Law §30-4-30(D)
Cumulative research and retrieval time if less than 10 minutes <i>and</i> the total number of documents requested by the FOIA requestor is 10 pages or less	No fee
Documents are in electronic format at the time a request is received	No fee for electronic files per SC Law §30-40-30(B); however, applicable research fees shall still apply. Documents will be provided for distribution once any necessary research fees have been paid.
Scanning documents to electronic format	Actual costs + contract services costs, if applicable. Fifteen percent (15%) Administrative Fee will be added to contract services costs.
Staff research, search, retrieval, redaction, and copying	Prorating of fees shall be based on increments of one-tenth (1/10) of an hour and will not exceed the prorated hourly wage of lowest pay classification of the staff member(s) who has the necessary skills and training to fulfill the request.
Distribution of records methods	<ul style="list-style-type: none"> <li>• Pick-up at OJRSA Administrative Complex – No fee<sup>29</sup></li> <li>• U.S. First Class Mail – Actual cost of postage<sup>29</sup></li> <li>• Filesharing website or email – No fee<sup>29</sup></li> <li>• Flash drive – Actual cost of flash drive<sup>29,30</sup></li> </ul>
Copies	<p><u>Black &amp; white</u></p> <ul style="list-style-type: none"> <li>• 8.5 x 11 and 8.5 x 14 – Other applicable fees + \$0.10 per page</li> <li>• 11 x 17 – Other applicable fees + \$0.25 per page</li> <li>• Larger than 11 x 17 – Other applicable fees + \$0.50 per square foot or contract service costs + 15% Administrative Fee</li> </ul> <p><u>Color</u></p> <ul style="list-style-type: none"> <li>• 8.5 x 11 and 8.5 x 14 – Other applicable fees + \$0.15 per page</li> <li>• 11 x 17 – Other applicable fees + \$0.50 per page</li> <li>• Larger than 11 x 17 – Other applicable fees + \$0.50 per square foot or contract service costs + 15% Administrative Fee</li> </ul>
Other reproduction services	Other applicable fees + actual costs + 15% Administrative Fee

**END OF FEES****Section 6 Appeal of Fees**

- A. Items as stated within the *OJRSA Schedule of Fees* can be appealed to the OJRSA Board of Commissioners via the agency's standing Operations & Planning (O&P) Committee by requesting that OJRSA Administration add the matter to an O&P Committee meeting agenda. Dates of the meetings can be found on the OJRSA website ([www.ojrsa.org](http://www.ojrsa.org)) but it is recommended that the requestor filing for appeal contact the OJRSA office by phone at 864-972-3900 to confirm meeting dates and times. Requestors asking for a variance of this Policy shall attend all meetings to present their case for appeal and address questions and concerns from OJRSA Commissioners and staff; however, attending the meetings is not a substitute to submitting a written appeal as stated above.
- B. Requests for appeals must be received no less than five (5) business days prior to the upcoming meeting and must be in writing to:

Oconee Joint Regional Sewer Authority  
ATTN: Executive Director  
623 Return Church Road



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Seneca, South Carolina 29678

[info@ojrsa.org](mailto:info@ojrsa.org)

- C. If the request for variance is approved by the O&P Committee, then it will proceed to the OJRSA Board of Commissioners at the next scheduled meeting for consideration. The decision made by the Board of Commissioners shall be final.

**Endnotes (Comments, Examples, and Fee Justification)**

- <sup>1</sup> Wholesale Residential Well Customer rate is based on estimated wastewater discharge of 150 gallons per day x 30 days per month = 4,500 gallons per month ÷ 1,000 = 4.5 thousand gallons per month x \$5.39 per 1,000 gallons per month = \$24.26.
- <sup>2</sup> Retail Residential Well Customer rate is based on estimated wastewater discharge of 150 gallons per day x 30 days per month = 4,500 gallons per month ÷ 1,000 = 4.5 thousand gallons per month x \$6.38 per 1,000 gallons per month = \$28.71.
- <sup>3</sup> Fee to pay for future maintenance of connection. The following calculation uses fictitious fees for demonstration purposes only (Fee calculations shall use those listed in the current OJRSA Schedule of Fees) – A contractor will bore into an existing OJRSA manhole to make one (1) 4-inch pipe diameter service connection. The Tap Maintenance Fee Due at the time is \$200/inch diameter. (OR contractor shall set a doghouse manhole on existing OJRSA pipeline with one (1) 4-inch pipe diameter service connection.)
- Step 1: \$200/inch diameter x 4-inch pipe diameter = Tap Maintenance Fee Due
- Step 2: \$800 = Tap Maintenance Fee Due
- <sup>4</sup> Plan reviews based on average time and labor costs for an OJRSA staff member and/or third-party consultant employed by OJRSA to perform such functions.
- <sup>5</sup> For each review, including resubmittals. If the owner/developer changes the plans after the initial review or corrections must be made per the *OJRSA Sewer Use Regulation*, *OJRSA Development Policy*, other OJRSA policy, or requirements imposed by a Member City or other governmental agency, the fee must be paid for each review thereafter.
- <sup>6</sup> There are no fees for projects that are designed and installed by a Member City when they are paying for the installation themselves, such as if a city is installing a main line extension entirely at their own expense and is not funded by a developer or other party. In most cases, the projects that meet this exemption are when a Member City is installing infrastructure to replace or rehabilitate existing facilities or when they are extending their own system at their own expense (and not as a pay-in-advance or reimbursement project by third-party(ies)). Appeals can be made by the Member City to the OJRSA Board of Commissioners in accordance with the process stated within SECTION 6 of the *OJRSA Schedule of Fees* to determine if this fee should be waived for other projects.
- <sup>7</sup> Or in a subdivision that received a Permit for OJRSA Wastewater System Capacity (or equivalent) prior to January 1, 2020.
- <sup>8</sup> The following calculation uses fictitious fees for demonstration purposes only (Fee calculations shall use those listed in the current OJRSA Schedule of Fees) – In order to inspect a tap to be made on an OJRSA manhole, it will take a Collection System Technician II two (2) hours to perform the inspection, which includes time driving to and from the site. The work is performed five (5) miles from the OJRSA Operations-Administration Building (mileage is accounted for both to and from the site). The midpoint of the wage for the Collection System Technician II is \$23.93 per hour and the FEMA Rate Schedule (or GSA mileage rate for POV, if applicable) rate for the use of a ½-ton truck is \$0.56/mile if used solely for the transportation of people.
- Step 1: (\$23.93/hour + (\$23.93/hour x 34%)) x 2 hours + (\$0.56/mile x (5 miles x 2 combined trips to/from inspection site)) = Inspection Fee Due
- Step 2: (\$23.93/hour + \$8.14/hour) x 2 hours + (\$0.56/mile x 10 miles roundtrip) = Inspection Fee Due
- Step 3: \$32.07/hour x 2 hours + \$5.60 = Inspection Fee Due
- Step 4: \$64.14 + \$5.60 = Inspection Fee Due
- Inspection Fee Due = \$69.74
- <sup>9</sup> To be determined by a special meter to measure water discharged to sewer (“sewer meter”) or other means as recommended by a qualified engineering and/or rate consultant and approved by OJRSA Administration.
- <sup>10</sup> The following calculation uses fictitious fees for demonstration purposes only (Fee calculations shall use those listed in the current OJRSA Schedule of Fees) – In order to inspect a refurbished FOG interceptor, it will take the Regulatory Services Coordinator one (1) hour to perform the inspection, which includes time driving to and from the site. The work is performed five (5) miles from the OJRSA Operations-Administration Building (mileage is accounted for both to and from the site). The midpoint of the wage for the Regulatory Services Coordinator is \$39.14 per hour and the current FEMA Rate Schedule (or GSA mileage rate for POV, if applicable) rate for the use of a SUV is \$0.56/mile if used solely for the transportation of people.
- Step 1: (\$39.14/hour + (\$39.14/hour x 34%)) x 1 hour + (\$0.56/mile x (5 miles x 2 combined trips to/from inspection site)) = Inspection Fee Due

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Step 2:  $(\$39.14/\text{hour} + \$13.31/\text{hour}) \times 1 \text{ hour} + (\$0.56/\text{mile} \times 10 \text{ miles roundtrip}) = \text{Inspection Fee Due}$

Step 3:  $\$52.45/\text{hour} \times 1 \text{ hours} + \$5.60 = \text{Inspection Fee Due}$

Step 4:  $\$52.45 + \$5.60 = \text{Inspection Fee Due}$

Inspection Fee Due = \$58.05

<sup>11</sup> Based on April 11, 2024 recommendation from consultant (Goldie Associates) after evaluation of program costs and/or treatment costs at facility.

<sup>12</sup> The formula for calculating surcharges is:  $(\text{Monthly Concentration Average for Monitoring Parameter} - \text{Surcharge Concentration Threshold for Same Parameter}) \times 8.34 \text{ conversion factor} \times (\text{Total Flow for the Month in Gallons} \div 1,000,000 \text{ Gallons}) \times \text{Surcharge Rate} = \text{Surcharge Amount Due in Dollars}$  *NOTE: If an industry samples less frequently than monthly (i.e., quarterly), then the monthly average calculation will continue each month until the next month the parameter is sampled.*

The following calculation uses fictitious fees for demonstration purposes only (*This example uses fees for BOD; however, the same formula applies for all monitored parameters. Fee calculations shall use those listed in the current OJRSA Schedule of Fees*) – An industry has a monthly BOD average concentration of 500 mg/L. The total flow for the month is 310,000 gallons and the threshold limit for BOD is 250 mg/L. The BOD surcharge rate is \$0.30/lb of BOD.

Step 1:  $(500 \text{ mg/L} - 250 \text{ mg/L}) \times 8.34 \times (310,000 \text{ gal/month} \div 1,000,000 \text{ gal}) \times \$0.30/\text{lb of BOD} = \text{BOD Surcharge Fee}$

Step 2:  $250 \text{ mg/L} \times 8.34 \times 0.310 \text{ million gal/month} \times \$0.30/\text{lb of BOD} = \text{BOD Surcharge Fee}$

BOD Surcharge Fee Due = \$193.91

<sup>13</sup> An industry will not be charged both BOD and COD, the surcharge will be calculated for both BOD and COD and the industry will be charged the higher rate.

<sup>14</sup> The sum of organic nitrogen, ammonia (NH<sub>3</sub>), and ammonium (NH<sub>4</sub><sup>+</sup>) in wastewater. TKN does not include Nitrate (NO<sub>3</sub><sup>-</sup>) and Nitrite (NO<sub>2</sub><sup>-</sup>).

<sup>15</sup> Total Capacity Per Month is equal to the facility's Permitted Allocated Capacity per day multiplied by the number of days for each month individually (e.g., 31 days for January, 28 days for February, etc.).

The following calculation uses fictitious fees for demonstration purposes only (*Fee calculations shall use those listed in the current OJRSA Schedule of Fees*) – An industry is permitted for a maximum allocation of 20,000 gpd of process wastewater discharge. In January (31 days in the month), they discharge a total of 176,700 gallons. The Unused Capacity threshold is 50% (meaning if they do not average greater than or equal to 50% of their allocated maximum discharge as stated on the permit, then they are subject to paying an unused capacity fee for that month for the unused volume between their actual monthly discharge and 50% of their permitted volume). The rate is \$1.50/1,000 gallons, which is prorated (not rounded to nearest 1,000 gallons).

Step 1: Determine if the industry is subject to an unused process wastewater allocation capacity fee. Is the facility's monthly discharge at least 50% of their allocation of 20,000 gpd?

$20,000 \text{ gpd} \times 31 \text{ days} = 620,000 \text{ gal per month of maximum permitted discharge}$

$176,700 \text{ gal actually discharged in January} \div 620,000 \text{ gal max allowed} \times 100 = \underline{28.5\%}$  usage of capacity

*This facility DID NOT meet or exceed 50% of their discharge, so they will owe an unused capacity fee. (They would have needed to discharge at least 310,000 gallons in January to reach the 50% threshold.)*

Step 2: Determine the amount of fee owed.

$((\text{Total Capacity Per Month} \times \text{Allowed Percentage}) - \text{Total Monthly Discharge}) \div 1,000 \text{ gal} \times \$1.50/1,000 \text{ gal} = \text{Fee Owed for Month}$

$((620,000 \text{ gpd} \times 50\%) - 176,700 \text{ gpd}) \div 1,000 \text{ gal} \times \$1.50/1,000 \text{ gal} = \underline{\$199.95}$  owed for January

<sup>16</sup> Unused industrial capacity fees are collected for the purpose of treatment and conveyance system expansion and are held in the restricted Impact Fee Fund in accordance with the OJRSA Impact Fee Policy and OJRSA Financial and Accounting Policy for the Wholesale or Retail Service Area, as appropriate, to be used as allowed for approved capital improvements due to growth.

<sup>17</sup> Industrial pretreatment expense billing Administrative Fee covers incidentals and general labor spent by other OJRSA staff that are involved in the pretreatment program as necessary, as well as general use materials used by the program collectively (e.g., fuel used for vehicle, general office supplies, electricity and other utilities for program, etc.). If specific industries require substantial time by other OJRSA staff, then the industries that the work is performed for shall be billed for this time based on the hourly wages of the lowest pay classification staff member(s) who have the necessary skills and training to perform the tasks.

<sup>18</sup> Hauled Waste Disposal Permit fee is based on the calendar year (January through December), not the fiscal year. If waste hauler is issued a Hauled Waste Disposal Permit (HWDP), then they must pay for the entire month the HWDP is applied for. Providing the waste hauler is in good standing with the OJRSA, the HWDP will remain valid through December 31 of that year. Amount owed if HWDP is obtained anytime during that month (e.g., if they apply for the HWDP on May 31, they must pay the amount for May as shown in the list within this footnote):

January = \$100.00

May = \$66.67

September = \$33.33

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February = \$91.67	June = \$58.33	October = \$25.00
March = \$83.33	July = \$50.00	November = \$16.67
April \$75.00	August = \$41.67	December = \$8.33

- <sup>19</sup> There are no refunds issued on Hauled Waste Disposal Permits.
- <sup>20</sup> Waste hauler also subject to other enforcement actions as stated in the *OJRSA Sewer Use Regulation and other* applicable regulations and policies.
- <sup>21</sup> Example – A 6-inch master meter serves an apartment complex that was built prior to June 2021 (when OJRSA impact fee policy changed). The complex wishes to build a new pool and clubhouse to be served by a new 1-inch diameter pipe that will be located on the private system (behind the master meter). The location will be required to pay an impact fee that is the equivalent of a 1-inch commercial water meter, which shall be based on the impact fee as stated at the time the complex applies for a building permit with the city or county, as appropriate.
- <sup>22</sup> The following calculation uses fictitious fees for demonstration purposes only (*Actual fee calculations shall use those listed in the current OJRSA Schedule of Fees*) – Five houses in a new subdivision have already paid for individual 5/8-inch meters during FY YEAR 1 totaling \$5,750 (\$1,150 for 3/4-inch residential meter impact fee during FY YEAR 1 x 5). It was discovered in FY YEAR 2 that to have enough volume or pressure for plumbing fixtures in their homes, three of these homes require a 1-inch meter, which had an FY YEAR 2 residential meter impact fee of \$4,100 per meter. Each of the owners of these three homes will each owe an additional \$2,950 in impact fees to the OJRSA (\$4,100 for a 1-inch meter - \$1,150 already paid for a 5/8-inch meter in FY YEAR 1 = \$2,950 owed).
- <sup>23</sup> The following calculation uses fictitious fees for demonstration purposes only (*Actual fee calculations shall use those listed in the current OJRSA Schedule of Fees*) – A single townhome served by an individual 5/8-inch meter (residential impact fee of \$1,150 paid in FY YEAR 1) is converted to an office during FY YEAR 2 (Nonresidential impact fee for 5/8-inch meter during FY YEAR 2 was \$2,500), then they will owe the OJRSA \$1,350 in impact fees, which is the difference between a 5/8-inch Residential meter and 5/8-inch Nonresidential meter (\$2,500 - \$1,150 = \$1,350 owed).
- <sup>24</sup> No refund is given due to the OJRSA constructing the treatment plant and conveyance system based on permitted flow at the time the residential or Nonresidential structure was built.
- <sup>25</sup> The following calculation uses fictitious fees for demonstration purposes only (*Actual fee calculations shall use those listed in the current OJRSA Schedule of Fees*) – A business is upsizing from a 2-inch meter (impact fee paid during FY YEAR 1) to a 3-inch meter during FY YEAR 2. They will owe the OJRSA \$36,600 in impact fees (\$55,500 - \$18,900 = \$36,600 owed).
- <sup>26</sup> The following calculation uses fictitious fees for demonstration purposes only (*Actual fee calculations shall use those listed in the current OJRSA Schedule of Fees*) – A retail store served by a single 5/8-inch meter (Nonresidential impact fee of \$1,550 paid in FY YEAR 1) is subdivided during FY YEAR 2 into a restaurant with a 1-inch meter (Nonresidential impact fee of \$7,000 in FY YEAR 2) and an office space with a 5/8-inch meter (Nonresidential impact fee of \$2,500 in FY YEAR 1). The developer will receive a credit of \$1,550 for the existing 5/8-inch meter and will owe \$7,000 for the new one-inch meter. They will not owe for the difference for the 5/8-inch meter from FY YEAR 1 to FY YEAR 2.
- <sup>27</sup> Impact fees in this Schedule of Fees were authorized by adoption of OJRSA Resolution 2024-04 on October 2, 2023 with an effective date of January 1, 2024. Fees based on recommendation by Weston & Sampson (W&S), the consultant that performed the assessment on behalf of the OJRSA. W&S surveyed numerous water systems in South Carolina to determine the typical daily water usage for the facilities listed in Table 6, which was based on the water meter size serving such facilities. The updated costs associated with adding capacity at an “average wastewater treatment plant” of \$19.60 per one (1) gpd and \$4.90 per one (1) gpd for the collection system (in accordance with *OJRSA Impact Fee Policy*). Although the total impact fee as presented by W&S was \$24.50, the Board approved increasing the fee by \$4.00 per combined one (1) gpd (treatment plant plus collection system costs) from the previous combined cost of \$11.25 for a cost basis of \$15.25 per one (1) gpd [ $\$12.20$  for treatment plant capacity +  $(\$12.20 \times 25\%) = \$15.25$  per gpd].
- <sup>28</sup> “Benefits fee” is a general term that covers employer costs for South Carolina Retirement System expenses, Social Security, Medicare, insurance, etc.
- <sup>29</sup> All copying, staff time, and other applicable fees must be paid prior to distribution of requested materials.
- <sup>30</sup> Device must be provided by the OJRSA to avoid risk of potential viruses that may be on flash drives belonging to the requester.

## OJRSA Schedule of Fees

July 1, 2024

**Revision History**

As this document is an extension of the *OJRSA Sewer Use Regulation*, previous editions must be maintained in accordance with the *OJRSA Records Retention Policy*.

Revision Number	Effective Date	Description of Changes
0000	02/18/1980	Initial sewer user fees developed and approved by OCSC Board.
0001	08/04/1980	Hauled waste disposal fee modified.
0002	06/19/1984	Sewer use fees increased.
0003	01/01/1985	Revised sewer treatment fees developed and approved by OCSC Board via resolution approved on 01/07/1985.
0004	07/01/1985	Resolution approved on 01/07/1985 expired and rate structure changed.
0005	08/28/1989	Approved annual industry permitting fee on 08/28/1989.
0006	01/01/1990	Oconee County Ordinance [19]89-6 established impact fee for treatment capacity for future renovation, modernization, and expansion. OCSC approved on 08/28/1989.
0007	09/10/1990	Approved 2% late fee.
0008	10/07/1996	Approved increase of septic tank waste disposal and treatment fees.
0009	04/07/1997	Approved industrial surcharge fees.
0010	06/05/2000	Hauled waste fee increase approved.
0011	07/03/2006	Approved increase to impact fees and established a tap fee.
0012	04/01/2008	Approved addition of a "Transportation and Trunk Line Impact Fee."
0013	05/05/2008	Hauled waste fees increase based on percent increase on Member City fees.
0014	02/02/2009	Approved 20% Administrative Fee for permitted industrial users.
0015	10/03/2011	<i>OJRSA Schedule of Fees</i> updated.
0016	10/05/2015	Impact fee calculation method changed.
0017	12/04/2017	Added fee for acceptance of portable toilet waste.
0018	11/06/2018	Inclusion of additional fees for credit card transactions, returned check, fats oils and grease program, engineering services, and FOIA. Approved by OJRSA Board on 11/05/2018.
0019	02/04/2019	Approved industrial facility flow surcharge and revised biosolids disposal fees.
0020	04/09/2021	Revised hauled waste program fees per <i>OJRSA Resolution 2021-11 Hauled Waste Policy Update</i> .
0021	07/01/2021	Revised impact fees per <i>OJRSA Resolution 2021-12 Impact Fee Policy Update</i> .
0022	10/01/2021	Approved comprehensive fee update on 09/13/2021.
0023	07/01/2022	Established unused capacity fee for industrial users. Includes other minor modifications.
0024	07/01/2023	Eliminated pro rata share model for user fees and established base plus volumetric model for Residential and Nonresidential Users.
0025	01/01/2024	Revised impact fees per <i>OJRSA Resolution 2024-04</i> .
0026	03/04/2024	Board approved newly established Retail Service Area rates.
0027	05/06/2024	Board approved updated fees per <i>OJRSA Resolution 2024-10</i> .

END OF REVISIONS

# OJRSA Fiscal Year 2025 Comprehensive Budget Request

May 6, 2024

This budget request includes funding for operations, capital improvements, and other requirements necessary to comply with federal and state laws, regulations, and operating permits for the existing wastewater trunk sewer and treatment system, as well as the I-85 Corridor (“Sewer South”) retail system. The budgets and funds as described herein are as established by the *OJRSA Financial and Accounting Policy* and other applicable policies as adopted by the Oconee Joint Regional Sewer Authority (OJRSA) Board of Commissioners.

This draft budget was approved by the OJRSA Finance & Administration Committee on April 23, 2024 for consideration by the Board of Commissioners at the May 6, 2024 meeting.

As requested by the Board of Commissioners, changes to the rates and fees assessed by the OJRSA be included in this and all future annual budget requests. All revenues associated with the FY 2025 Budget include these proposed rates. If these rates and fees are modified by the Board as part of the budget consideration process, then the annual budget will also need to be modified to reflect these changes.

Fiscal Year 2025 for the OJRSA begins July 1, 2024 and ends June 30, 2025.

## **ANNUAL OPERATING BUDGETS (UNRESTRICTED FUND)**

The purpose of the two Operations & Maintenance (O&M) budgets is to pay for operating expenses associated with the OJRSA’s wholesale and retail wastewater conveyance and treatment systems. In accordance with intergovernmental agreements between Oconee County and other entities, neither of these funds can subsidize the O&M of the other.

The OJRSA maintains two unrestricted funds for O&M—one for the wholesale sewer system that serves the Member Cities and one that is for the retail system often referred to as “Sewer South.”

### **Wholesale Operations & Maintenance Fund**

The Wholesale O&M (WO&M) Budget as presented includes a surplus of \$81,815 as anticipated revenues exceed expenses in the fund (\$6,359,382 revenues<sup>1</sup> vs. \$6,277,567 expenses<sup>2</sup>).

#### **Wholesale Operations & Maintenance Fund Revenues**

Anticipated total revenue for WO&M without net position transfer in (\$0) and carryforward (\$26,500) is \$6,332,882, which is an increase of over \$162,589 (2.6%) from FY 2024.<sup>1,3</sup>

#### User Fees

Customer user fees are the primary source of all OJRSA WO&M revenue. User fees are conservatively projected to increase by \$54,692 during FY 2025.

A breakdown of the fee structure is listed in Table 1. There is not a proposed increase or decrease to the user fees for FY 2025; however, it has been advised by the consultant performing the Regional Sewer Feasibility Planning Study that the OJRSA perform a rate evaluation by a professional third-party consultant during early calendar year 2025.

<sup>1</sup> Includes Carryforward from Previous Year (\$26,500). No net position (“fund balance”, “retained earnings”, or “savings”) funds, American Rescue Plan Act (“ARPA”) funds, or other monies are used to supplement the FY 2025 WO&M Fund budget.

<sup>2</sup> Includes transfers to other funds (\$225,000) but not actual depreciation expense. If including depreciation, total expenses are \$7,500,054.

<sup>3</sup> FY 2024 WO&M budget included \$577,910 in carryforward funds and \$0 in net position transfer in funds, thus the total FY 2024 WO&M budget without these inclusions was \$6,170,293.



## OJRSA Fiscal Year 2025 Comprehensive Budget Request

It should be noted that the OJRSA does not receive *ad valorem*<sup>4</sup> revenue, nor can the OJRSA legally impose such a tax. Also, the OJRSA does not receive any annual funding for operations for the wholesale sewer system from Oconee County. The agency may occasionally receive grants or other in-kind capital contributions from local, state, or federal agencies or other parties. If such funding is received, it will be identified within this Summary and the proposed budget.

*Table 1: User fees and anticipated revenues from each at the time of budget development*

<b>Residential User Fees</b>	<b>Per Sewer Customer</b>	<b>Anticipated Annual Revenue</b>
Base Rate (per water meter)	\$10.00/month	\$923,040
Volumetric Rate	\$5.39/1,000 gallons	\$2,028,289
<b>Nonresidential User Fees</b>		
Base Rate (per water meter)	\$15.00/month	\$259,380
Volumetric Rate	\$7.37/1,000 gallons	\$2,451,627
	<b>TOTAL</b>	<b>\$5,662,336</b>

Other Revenues Worth Noting

- Fountain Residential Partners, LLC is reimbursing the OJRSA for construction administration and inspection of the Seneca Creek Pump Station force main. This revenue is offset by the expense in the same amount in the WO&M Capital Improvement Projects line.
- Based on the reduction of hauled waste deliveries during the 2023 calendar year and even with the new proposed rate increase associated with such, it is anticipated that associated revenue will drop by \$59,851.
- Net Position Transfer In – The OJRSA does not plan to use net position (“fund balance”, “retained earnings”, or “savings”) during FY 2025.
- Carryforward Expenditures – \$26,500 in FY 2024 budgeted expenses will carry over into FY 2025.

**Wholesale Operations & Maintenance Fund Expenses**

Anticipated expenses for the WO&M Budget are \$6,277,567, which is a decrease of \$139,921 (-2.2%) from FY 2024.<sup>5</sup> When coupled with continued inflation,<sup>6</sup> workforce shortages (both internally and externally of the agency), and continued supply chain issues, the OJRSA had to again become selective as to what tasks had to be focused on, meaning we are continuing to conduct business from a reactionary position. The FY 2025 Budget was prepared conservatively with contingency included in many cost figures; however, the agency will continue to focus primarily on work associated with the 2021 DHEC Consent Order.

Administration (Total: \$2,563,318, not including depreciation or fund transfers out)<sup>7</sup>

The Administration department budget increased by \$243,149 from FY 2024. Department line items of emphasis:

- Salaries and benefits costs: The OJRSA continues to utilize a merit-only system of compensation increases instead of an across-the-board cost of living adjustments equally given to all staff are not to account for inflation. At the recommendation of Bob DiAntonio (in 2018-2019) and Carrie Cavanaugh (2021-current), the Board has elected to make market adjustments for all positions and every three-to-four years through updated compensation studies, with the last such assessment completed in May 2023 and implemented at the start of FY 2024.
- Travel & POV Mileage increased by \$8,400 as it includes vehicle allowance for Executive Director

<sup>4</sup> Taxes imposed on real or personal property, such as vehicles and homes.

<sup>5</sup> Includes transfers to other funds totaling \$225,000. If these are not included, the WO&M expenses are \$6,052,567; however all fund transfers proposed in this year’s budget request are to be spent on capital projects.

<sup>6</sup> Consumer Price Index rose [4.1% for the United States](#) and [4.5% for the Southeast](#) during calendar year 2023.

<sup>7</sup> Fund transfers out include \$225,000 be transferred to the Projects & Contingency Fund. Depreciation expense is \$1,222,487. If these are to be included, the department expense would be \$3,789,878.

## OJRSA Fiscal Year 2025 Comprehensive Budget Request

per employment contract.

- Seminars/Workshops & Training increases by \$12,800; of this, \$12,500 of which is to pay for the electrical panel troubleshooting course to be hosted by OJRSA for operations staff. [It is possible that other utilities may be able to attend as well.]
- Office Supplies increased \$10,580 to subscribe to software system for the fats, oils, and grease control program.
- Administrative Services are anticipated to increase by approximately \$51,753. As mentioned previously, the Regional Sewer Feasibility Planning Study consultants requested the OJRSA include \$60,000 in the budget in order to perform a rate and fee study by a rate evaluation by a professional third-party consultant during early calendar year 2025.
- O&M Contingency increased by \$90,000 to cover unexpected expenses.

Special Consideration: Staffing

- Of the 17 current OJRSA employees,<sup>8</sup> two of these will be eligible for full retirement within two years and an additional six are eligible for full or partial retirement within the next eight years. The workforce averages 49.2 years old.
- Water reclamation facility operators and maintenance staff are currently in short supply and high demand across the industry. FY 2024 saw staff continue leaving for better pay and benefits elsewhere, one leaving for an equal, non-promotable position<sup>9</sup> at ReWa for an additional \$7.39/hour (\$15,371/year).
- The OJRSA currently has two open frontline positions; one in operations (open for more than six months) and the other in maintenance (open for approximately one month but no qualified applicants).

Fund Transfer to Projects & Contingency Fund

There is a budgeted transfer of \$225,000 to the Projects & Contingency Fund to pay for the following projects, all of which are associated with the DHEC Consent Order:

1. Martin Creek Pump Station (PS) basin<sup>10</sup> CCTV review (to be performed following CCTV, smoke testing, and manhole inspections performed by OJRSA and its contractors). This assessment is to include all OJRSA gravity sewers upstream of Martin Creek, including those served by other pump stations. - \$90,000
2. Martin Creek PS basin flow study to quantify and determine possible sources of inflow and infiltration (I/I) coming into the system on both OJRSA, Seneca Light & Water, and privately-owned Satellite Sewer Systems. - \$50,000
3. Flow assessment of Martin Creek PS basin compared to Perkins Creek PS basin - \$15,000
4. Southern Westminster Trunk Sewer system CCTV review (to be performed following CCTV, smoke testing, and manhole inspections performed by OJRSA and its contractors) - \$70,000

Conveyance System (Total: \$1,513,524)

The Conveyance System department budget increased by \$464,512 from FY 2024. Department line items of emphasis:

- Professional & Contract Services has increased substantially by \$298,702 from FY 2024. In the last few years, OJRSA continues to budget for engineering and construction for compliance with the SC DHEC Consent Order. The two considerable increases budgeted for are:
  - General engineering assistance as needed associated with Consent Item #3 Satellite Sewer

<sup>8</sup> Fully staffed, the OJRSA has 19 budgeted employees as approved by the Board. Administration has elected to outsource work performed instead of filling the Lab Analyst position, which has led to a savings for the agency as the cost for the contractor is less than the cost for wages, benefits, and equipment necessary for the inhouse position.

<sup>9</sup> The exact same position the individual held at OJRSA with no promotion to another level. The position did not include supervision responsibilities.

<sup>10</sup> A "pump station basin" is the gravity sewer system upstream of the listed pump station and may or may not include gravity sewers upstream of other pump stations upstream of the one listed.



## OJRSA Fiscal Year 2025 Comprehensive Budget Request

- System assistance. This is a time-and-materials budget item with a not-to-exceed amount of \$50,000.
- Hydrogen sulfide investigation, assistance, and possible permitting for chemical feed system - \$30,000
  - CCTV and cleaning for Martin Creek PS basin and Southern Westminster Trunk Sewer systems - \$264,202
- Chemicals: Sodium Hypochlorite continues to increase, this time by \$15,241. This is used to combat hydrogen sulfide issues associated with the Martin Creek PS. [It may be necessary to permit this system through DHEC as it is a permanent feed system at this station. This will be determined by the consultant conducting the investigation mentioned above.]
  - Equipment Rentals will increase by \$7,000 due to the anticipated rental cost of an excavator to perform streambank and other repairs.
  - R&M: Gravity & Force Mains increases by \$54,000 due to anticipated emergency repairs, miscellaneous point repairs, and the purchase of rings, covers, and air release valves.
  - Rolling Stock & Equipment requests include:
    - Portable push camera - \$5,250
    - Pole camera for manhole inspections - \$28,350
    - CCTV camera system that will work with all diameters of OJRSA pipe (8-inch to 36-inch) - \$115,500
    - Conveyance System Supervisor vehicle (deferred from FY 2024) - \$81,480
    - Hydraulic thumb for backhoe - \$13,000
    - Three Hach FL902 portable flow meters - \$31,500
  - R&M: Flow Meter Stations is increasing by \$15,900 in order for a contractor to replace corroded wire at the Richland Creek FMS.
  - R&M: Pump Stations is expected to increase by approximately \$50,000. Besides general maintenance costs, it includes the following special purchases and projects:
    - Pump control replacement at the Coneross Influent Pump Station - \$42,000
    - Replace motor base with new restraint system at Martin Creek - \$35,000
    - Replace the aerator motor in the emergency flow storage tank - \$15,000
    - Purchase and install a manual transfer switch for the generator at Pelham Creek - \$29,400
    - Clean out the wet well to recapture storage capacity at Perkins Creek - \$10,500

Water Reclamation Facility (Total: \$1,571,539)

The Water Reclamation Facility (WRF) department budget increased by \$335,847 from FY 2024.

Department line items of emphasis:

- Professional & Contract Services has decreased considerably by \$199,688. Several special projects that were budgeted for FY 2024 have been completed, including the NPDES Permit renewal process, the PAA disinfectant conversion study, plant utility water system evaluation, and the assessment to replace the belt filter presses.
- Biosolids Disposal is expected to decrease by over \$25,000 as the agency does not anticipate as much material from tank cleanings to be disposed during the coming year.
- Buildings & Grounds is forecast to increase by \$31,500, most of which will be to perform paving around the biosolids storage pad and solids building. This paving is necessary to correct stormwater deficiencies associated with the OJRSA's NPDES General Permit For Stormwater Discharges Associated with Industrial Activities.
- R&M: Water Reclamation Facility is projected to increase by over \$528,000 as the agency has several projects planned that address either Capital Improvement Project items or facility needs to continue operations within the confines of all applicable permits. These include:
  - Tank and basin cleanouts - \$40,000
  - Rebuild grinder associated with the digesters/sludge holding tanks - \$18,150
  - Replace the waste activated sludge (WAS) pump - \$49,500

## OJRSA Fiscal Year 2025 Comprehensive Budget Request

- Install two mag meters - \$8,500
- Replace the oxic zone motor associated with the biological reactor basin - \$68,750
- Replace the return activated sludge (RAS) pump - \$77,000
- Replace the RAS check valve - \$38,500
- Replace the lightning mixer on the disinfection system - \$77,000
- Replace one utility water pump and valve - \$57,750

Pretreatment (Total: \$145,710)

The Pretreatment department budget decreased slightly by \$901 from FY 2024. It is worth noting that all expenses incurred by the OJRSA that are associated with the industrial pretreatment program are reimbursable by those facilities operating under the requirements of an OJRSA-issued Industrial Wastewater Discharge Permit.

Laboratory (Total: \$84,377)

The Laboratory department budget is expected to increase by \$38,667 from FY 2024. Department line items of emphasis:

- Professional & Contract Services are anticipated to increase by over \$38,000 due to the following reasons:
  - The contract laboratory the OJRSA used for the last 1.5 years closed unexpectedly, leaving the agency to use a second lab under emergency conditions in order to comply with the NPDES Permit. The Authority will be issuing a new request for bids for analytical services associated with the permit; however, it is unknown if the contract amount will increase from the previous \$16,960/year agreement.
  - OJRSA will begin sampling nonresidential hauled waste during FY 2024.

Contract Operations (Total: \$34,100)

These expenses are for work performed by OJRSA staff associated with operating and maintaining Oconee County's Golden Corner Commerce Park Pump Station and force mains. All costs are reimbursable by the County, including labor expenses, which are included in the Administrative budget (Payroll line items: Salaries, Overtime, FICA/Medicare, and Retirement).

Contract Operations is expected to increase by \$3,315 from FY 2024. Department line items of emphasis:

- Professional & Contract Services is increasing by \$8,515 to cover costs associated with inspecting the generator, assessing and maintaining the Programmable Logic Controller (PLC), cleaning and inspecting the transformer and switchgear, and vibration testing of the pumps.
- Buildings & Grounds is being reduced by \$5,000.

Capital Improvement Projects (Total: \$140,000)

The Capital Improvement Projects (O&M funded) budget will be used to pay for the inspection and construction administration of the Seneca Creek Pump Station force main. NOTE: This to be reimbursed by Fountain Residential Partners, LLC (or as assigned), thus is also counted as a revenue to offset this expense.

**Retail Operations & Maintenance Fund**

There is currently not a separate capital fund for the retail sewer system and all capital expenditures are paid from this fund. Expected revenues are equal to expenses for the Retail O&M (RO&M) Fund Budget.

The RO&M account is to fund the construction and operation of the I-85/Fair Play retail sewer system (Sewer South). Since Oconee County government is subsidizing the operation of this system, all revenues collected from this system must remain in this fund and cannot intermingle with other OJRSA funds except as necessary for operating shared assets, such as the Coneross Creek Water Reclamation Facility. If revenues do not equal or

## OJRSA Fiscal Year 2025 Comprehensive Budget Request

exceed expenses, then Oconee County is responsible for “making the budget whole” per various intergovernmental agreements because the Member Cities and their customers cannot subsidize this enterprise.

The RO&M Budget as presented includes a surplus of \$2,338,981 as anticipated revenues exceed expenses in the fund (\$6,052,012 revenues<sup>11</sup> vs. \$3,713,031 expenses). The difference between the anticipated revenues and expenses is because the OJRSA does not anticipate receiving a grant reimbursement from the US Economic Development Administration for approximately \$2,321,303 worth of work performed during FY 2024 until after the start of FY 2025.

### **Retail Operations & Maintenance Fund Revenues**

Anticipated revenues for RO&M, without net position transfer in (\$0) and carryforward (\$6,021,303), is \$30,709.

### **Retail Operations & Maintenance Fund Expenses**

Anticipated expenses for constructing and maintaining the portion of Sewer South that will be owned, operated, and maintained by the Oconee Joint Regional Sewer Authority are \$3,713,031.

## **RESTRICTED FUNDS**

Per the *OJRSA Financial and Accounting Policy* and legal counsel’s advice, funds in restricted accounts must be used for specific purposes for which they were obtained.

### **Projects & Contingency Fund**

The Projects & Contingency Fund (P&CF) is primarily used for the purpose of performing capital projects and restoring or replacing depreciated or obsolete units of the system. The P&CF Budget as presented includes a surplus of \$100,000, which should accommodate some project cost overruns in the event they occur.

#### **Projects & Contingency Fund Revenue**

Anticipated revenues for P&CF, without net position transfer in (\$0) and carryforward (\$9,257,357), is \$225,000, which is being transferred into this restricted fund budget from WO&M. The substantial Carryforward from Previous Year amount is mostly due to SCIIP-funded grant projects that are either underway or will begin soon, such as the replacement of the Flat Rock Pump Station, the installation of dewatering equipment at the treatment plant, and conveyance system rehabilitation to address the Consent Order.

#### **Projects & Contingency Fund Expenses**

Budgeted uses of the Projects & Contingency Fund include:

##### Planning and Studies (\$50,000)

- Completion of the Oconee County and Western Anderson County Sewer Master Plan - \$25,000
- Completion of the Regional Sewer Feasibility Planning Study - \$20,000

##### Flat Rock Pump Station Replacement (\$485,000)

- Engineering - \$35,000 (SCIIP match eligible<sup>12</sup>)
- Construction - \$450,000 (SCIIP funded)

##### Phase II of Consent Order Projects (\$5,187,357) (SCIIP funded or SCIIP match eligible)

- Engineering - \$260,000 (SCIIP match eligible and/or funding)
- Construction - \$4,927,357 (SCIIP funded)

<sup>11</sup> Includes Carryforward from Previous Year (\$6,021,303). No net position (“fund balance”, “retained earnings”, or “savings”) funds, American Rescue Plan Act (“ARPA”) funds, or other monies are used to supplement the FY 2025 RO&M Fund budget.

<sup>12</sup> Funds identified as “SCIIP match eligible” may count towards the required \$1,700,000 match for the SCIIP grant.

Dewatering Equipment Replacement (\$3,440,000; SCIIP funded)

- Engineering - \$340,000 (SCIIP match eligible and/or funding)
- Construction - \$3,100,000 (SCIIP funded, includes contingency)

Other Conveyance System Consent Order Projects

- See "Fund Transfer to Projects & Contingency Fund" on page 3 for these project descriptions and costs.

**Wholesale Impact Fund**

The Wholesale Impact Fund (WIF) Budget as presented includes an anticipated surplus of \$1,250,000 from the collection of impact fees, industrial unused capacity fees, and interest earned on investments.

There are no projects associated with impact fees planned for FY 2025.

**Retail Impact Fund**

The Retail Impact Fund (RIF) Budget as presented includes an anticipated surplus of \$5,000 from the collection of impact fees, industrial unused capacity fees, and interest earned on investments.

There are no projects associated with RIF planned for FY 2025

**Capital Projects**

Table 2 and Table 3 on the following pages include an estimate of known capital needs at the Coneross Creek Water Reclamation Facility and the wholesale and retail conveyance systems. *Note: This list is not comprehensive as the extent of some of the projects are not yet known. Also, there is also a need for further investigation and assistance with evaluating facilities and developing longer term capital needs, especially for those that are approaching or are beyond their useful life.*

*[SEE FOLLOWING PAGE FOR TABLES]*

Table 2: Coneross Creek Water Reclamation Facility estimate of capital needs (does not include facility expansion or addressing unknown issues or concerns). Cells that are RED were not performed during the year which they were first budgeted (and subsequent years, if necessary) as stated. Cells that are GREEN were included in the FY 2025 Comprehensive Budget request.

Process and Associated Equipment	Priority (1=High-5=Low)	SCIIP (by June 1, 2026)	FY 2024 \$3,339,253 + TBD	FY 2025 \$2,180,775 + TBD	FY 2026 \$395,800 + TBD	FY 2027 \$1,978,030	FY 2028 \$0	FY 2029 \$1,213,615	FY 2030 \$0	FY 2031 \$0	FY 2032 \$0	FY 2033 \$0	TOTAL (W/O SCIIP) \$9,107,473 + TBD
<b>General Water Reclamation Facility</b>													<b>\$1,047,000</b>
Replace mag meters for WAS (3") and RAS (8")	1		\$8,000	\$8,000									
SCADA with plant control system (inc. engineering)	4					\$949,000							
Replace asphalt WRF site	4					\$50,000							
<b>Electrical</b>													<b>\$1,838,525</b>
Backup power--portable generator connection (inc. engineering)	1			\$212,875									
Backup power--permanent generator	2			\$764,400									
MCC #2 and #3 replacement	1		\$710,125										
Replace all substations OR let BREC install all new dist system						\$364,000							
<b>Headworks</b>													<b>\$1,021,150</b>
Flow diversion structure	1		\$441,025										
Replace manual bar screen with mechanical (inc. engineering)	2			\$580,125									
<b>Flow Equalization &amp; Storage</b>													<b>\$334,848</b>
Flow modulating control valve with low meter	1		\$65,000	\$70,000									
Day Tank mixing and control equipment	1		\$232,473										
Mixer and aerator control system	4					\$37,375							
<b>Septage Receiving Station</b>													<b>\$85,000 + TBD</b>
Control panel and new software	1		\$65,000										
Mechanical repairs	1		TBD										
Replace valves for holding tank cells	3				\$20,000								
<b>Primary Clarifiers</b>													<b>\$851,560</b>
Prim clarifier sludge #3 ("swing") pump replacement	2			\$30,000									
Rehabilitate distribution box	4					\$86,710							
Scum pump #2 replacement	1		\$40,000										
Alkalinity control (inc. engineering)	5							\$694,850					
<b>Sludge Thickener</b>													<b>TBD</b>
Total rehab of drive unit	4				TBD								
<b>Digesters/Sludge Holding Tanks</b>													<b>\$997,750 + TBD</b>
Mixer replacement for #1	1		\$273,000										
Blower room repairs	2			\$14,950									
Replace blowers	2			\$560,300									
Repair decanter system	5							\$149,500					
<b>Biosolids Dewatering/Solids Handling (pad, etc.)</b>													<b>SCIIP + \$433,550</b>
Belt press replacement (inc. engineering)	1	\$3,100,000											
Storage pad canopy	4					\$321,425							
Demo dryer silo	5							\$112,125					
<b>Polymer System</b>													<b>\$0</b>
Replace during belt press replacement	1												
<b>Aeration</b>													<b>\$1,042,365</b>
Oxic mixer (for inventory)	2			\$70,000									
Motor repair/replacement	1		\$53,810	\$53,810									
Walkway replacement	5							\$194,350					
Convert to diffused air--engineering	5							\$20,930					
WAS pump	2			\$45,000									
Gate replacements	1		\$300,000										
<b>Biological Reactor Basin</b>													<b>\$293,020</b>
Valve/gate replacement	1		\$293,020										

Process and Associated Equipment	Priority (1=High-5=Low)	SCIIP (by June 1, 2026)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	TOTAL (W/O SCIIP)
<i>NOTE: All equipment in black is listed in 2023 dollars and does not include contingency. All figures in red are in 2021 dollars and includes a 30% contingency.</i>			\$3,339,253 + TBD	\$2,180,775 + TBD	\$395,800 + TBD	\$1,978,030	\$0	\$1,213,615	\$0	\$0	\$0	\$0	\$9,107,473 + TBD
<b>Secondary Clarifiers</b>													\$824,970
RAS pump 4a & 4b replacements	1		4a - \$70,000	4a - \$70,000	4b - \$70,000								
Weir replacements	1		\$104,650										
Repair floor of #1 and #2 (inc. engineering)	4					\$169,520							
Rebuild/replace mechanical equipment	3				\$375,800								
Replace RAS valves and check valve	1		\$35,000	\$35,000									
<b>Chlorination/Disinfection</b>													\$70,000
Chlorine/PAA mixer	1		\$70,000	\$70,000									
<b>Dechlorination</b>													\$0
None (if convert to PAA as planned)													
<b>Effluent/Discharge</b>													\$41,860
Canopy and lighting	5							\$41,860					
<b>Utility Water</b>													\$53,000 + TBD
Replace one utility water pump	2			\$45,000									
Utility water valve replacement	2			\$8,000									
Move pumps above ground and replace galvanized piping	2			TBD									

Table 3: OJRSA wholesale and retail ("Sewer South") estimate of capital needs (does not include facility expansion or addressing unknown issues or concerns). Cells that are RED were not performed during the year which they were first budgeted (and subsequent years, if necessary) as stated. Cells that are GREEN were included in the FY 2025 Comprehensive Budget request.

Location and Associated Equipment	Priority (1=High-5=Low)	SCIIP (by June 1, 2026)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	TOTAL (W/O SCIIP)
<i>NOTE: All equipment in black is listed in 2023 dollars and does not include contingency. All figures in red are in 2021 dollars and includes a 30% contingency.</i>			\$4,225,500 + TBD	\$0	\$9,850,000	\$275,350 + TBD	\$0 + TBD	\$0 + TBD	\$0 + TBD	\$0 + TBD	\$0 + TBD	\$0 + TBD	\$14,350,850 + TBD
<b>Coneross Influent Pump Station (1980, 1995)</b>													\$299,350
Pump control replacement	1		\$40,000	\$40,000									
Flood protection (inc. engineering)	3					\$154,700							
Replace soft starts	3					\$104,650							
Station ≥ 20 years old. Requires evaluation by consultant													
<b>Cane Creek Pump Station (1980, pumps overhauled 1997)</b>													\$16,000 + TBD
Install soft starts	4					\$16,000							
Station ≥ 20 years old. Requires evaluation by consultant	TBD												
<b>Choestoea Pump Station (1980)</b>													TBD
Under a study by WK Dickson as part of 2021 DHEC Consent Order	TBD												
<b>Cryovac Pump Station (1992)</b>													TBD
Station ≥ 20 years old. Requires evaluation by consultant	TBD												
<b>Davis Creek #1 (2019)</b>													\$0
None known at this time													
<b>Davis Creek #2 (2019)</b>													\$0
None known at this time													
<b>Flat Rock Pump Station (1980)</b>													SCIIP
Replace pump station per Consent Order	1	\$1,400,000											
<b>Halfway Branch Pump Station (1984)</b>													TBD
Station ≥ 20 years old. Requires evaluation by consultant	TBD												
<b>ISS Pump Station (1991)</b>													TBD
Station ≥ 20 years old. Requires evaluation by consultant	TBD												
<b>Martin Creek Pump Station (2011)</b>													\$30,000 + TBD
Pump stabilization to eliminate vibration (3 pumps)	1		\$30,000	#1 - \$35,000	#2 - \$35,000	#3 - \$35,000							
Force main replacement	TBD												



Location and Associated Equipment	Priority (1=High-5=Low)	SCIIP (by June 1, 2026) \$6,499,975	FY 2024 \$4,225,500 + TBD	FY 2025 \$0	FY 2026 \$9,850,000	FY 2027 \$275,350 + TBD	FY 2028 \$0 + TBD	FY 2029 \$0 + TBD	FY 2030 \$0 + TBD	FY 2031 \$0 + TBD	FY 2032 \$0 + TBD	FY 2033 \$0 + TBD	TOTAL (W/O SCIIP) \$14,350,850 + TBD
<i>Under a study by WK Dickson as part of 2021 DHEC Consent Order</i>	TBD												
<b>Millbrook Pump Station (1981, pumps overhauled 1997)</b>													TBD
<i>Station ≥ 20 years old. Requires evaluation by consultant</i>	TBD												
<b>Pelham Creek Pump Station (1981)</b>													\$28,000 + TBD
Transfer switch for portable generator	1		\$28,000	\$28,000									
Rehabilitate wet well	1		TBD										
<i>Station ≥ 20 years old. Requires evaluation by consultant</i>	TBD												
<b>Perkins Creek Pump Station (1980, 1990)</b>													TBD
<i>Station ≥ 20 years old. Requires evaluation by consultant</i>	TBD												
<b>Seneca Creek Pump Station (1980, 1997)</b>													\$7,877,500
Replace force main (Consent Order project)	1		\$4,127,500	BY FOUN RES									
Replace pump station	2				\$3,750,000								
<b>Speeds Creek Pump Station (1980, pumps overhauled 2012)</b>													TBD
Replace force main (Consent Order project)	1		TBD										
Substantial rehabilitation or replacement	TBD												
<b>Wexford (1991)</b>													TBD
<i>Station ≥ 20 years old. Requires evaluation by consultant</i>	TBD												
<b>Conveyance System - Shared Region</b>													SCIIP + \$1,525,000
Repairs and replacement (Consent Order project)	1	\$5,099,975											+ TBD
System trunkline improvements	TBD				\$1,525,000	TBD	TBD	TBD	TBD	TBD	TBD	TBD	
<b>Conveyance System - Seneca Region</b>													\$1,525,000 + TBD
US 123/76 West Seneca railroad bridge crossing/bottleneck	TBD												
System trunkline improvements	TBD				\$1,525,000	TBD	TBD	TBD	TBD	TBD	TBD	TBD	
<b>Conveyance System - Walhalla/West Union Region</b>													\$1,737,500
System trunkline improvements	TBD				\$1,525,000	TBD	TBD	TBD	TBD	TBD	TBD	TBD	
<b>Conveyance System - Westminster Region</b>													\$1,737,500
System trunkline improvements	TBD				\$1,525,000	TBD	TBD	TBD	TBD	TBD	TBD	TBD	
<b>SEWER SOUTH: Broomway Lane Pump Station (2024)</b>													\$0
None known at this time													
<b>SEWER SOUTH: Welcome Center Lane Pump Station (2024)</b>													\$0
None known at this time													
<b>SEWER SOUTH: Conveyance System - I-85 Region</b>													\$1,737,500
None known at this time													



		FY 2025	FY 2024	Δ\$ from FY 2024 Final	Δ% from FY 2024 Final
<b>O&amp;M REVENUES</b>					
401-01910	User Fees	5,717,028	5,662,336	54,692	1.0%
401-01770	Connection (Tap) Fees	0	0	0	0.0%
401-01790	Unrestricted Interest	25,000	2,500	22,500	900.0%
401-01800	Sale of Assets	0	0	0	0.0%
401-01810	Fair Market Adjustment	0	0	0	0.0%
401-01820	Grants - Non-Retail Sewer	0	0	0	0.0%
401-01840	Other Revenue	158,622	16,750	141,872	847.0%
401-01920	Contributed Capital	0	0	0	0.0%
501-01830	Hauled Waste Services	213,308	273,159	(59,851)	-21.9%
801-01850	Industry Reimbursement	174,852	175,932	(1,081)	-0.6%
1201-01900	Intergov. Reimbursement - Contract Operations & Retail Sewer	44,072	39,616	4,456	11.2%
	Net Position Transfer In <i>Use of fund balance to balance budget</i>	0	0	0	0.0%
	Carryforward Expenditures <i>Carryover from Previous Year for Budgeted Items</i>	26,500	577,910	(551,410)	-95.4%
<b>TOTAL O&amp;M REVENUES</b>		<b>6,359,382</b>	<b>6,748,203</b>	<b>(388,821)</b>	<b>-5.8%</b>
<b>O&amp;M EXPENSES</b>					
<b>ADMINISTRATION</b>		<b>2,788,318</b>	<b>3,789,878</b>	<b>(1,001,561)</b>	<b>-26.4%</b>
501-01140	Depreciation <i>Not included in budget request but must be accounted for</i>	1,222,487	1,178,823	43,664	3.7%
501-01300	Payroll: Salaries <i>Does not include Pretreatment</i>	1,154,105	1,110,027	44,078	4.0%
501-01310	Overtime	41,194	33,582	7,612	22.7%
501-01350	Payroll: FICA 6.2% / Medicare 1.45% <i>Includes Pretreatment</i>	97,367	93,139	4,228	4.5%
501-01380	Payroll: Retirement 18.56% <i>Does not include Pretreatment</i>	221,848	212,254	9,594	4.5%
501-02200	Commissioner Expenses	13,680	13,680	0	0.0%
501-02210	Temporary Employee	0	0	0	0.0%
501-02220	Group Insurance <i>Does not include Pretreatment</i>	215,280	189,671	25,610	13.5%
501-02230	Unemployment Insurance	0	0	0	0.0%
501-02240	Workers' Compensation	20,791	23,400	(2,609)	-11.2%
501-02250	Insurance - Property/General	81,363	73,065	8,297	11.4%
501-02260	Employee Wellness	2,600	2,400	200	8.3%
501-02270	Uniforms	31,475	28,130	3,345	11.9%
501-02280	Travel & POV Mileage	8,650	250	8,400	3,360.0%
501-02290	Agency Memberships	11,715	11,665	50	0.4%
501-02300	Licenses/Certifications/Memberships	4,563	4,655	(92)	-2.0%
501-02310	Seminars/Workshops & Training	42,020	29,220	12,800	43.8%
501-02320	Events & Meeting Expenses	4,300	3,800	500	13.2%
501-02340	Public Relations & Advertising	16,250	9,600	6,650	69.3%
501-02360	Mailing/Shipping	750	600	150	25.0%
501-02370	Safety	33,050	32,060	990	3.1%
501-02380	Office Supplies <i>and Software</i>	79,822	69,242	10,580	15.3%
501-02410	Technology: Phones/Internet/TV	14,436	17,724	(3,288)	-18.6%
501-02420	Administration Services	237,823	186,070	51,753	27.8%
501-02520	Fuel: Vehicles & Equipment	37,250	37,000	250	0.7%
501-02530	R&M: Vehicles, Trailers, & Equipment	38,500	34,500	4,000	11.6%
501-02560	Fees & Penalties	4,487	7,685	(3,198)	-41.6%
501-02580	Grants/Loans Matching <i>(to Member Cities)</i>	0	0	0	0.0%
501-02590	Rolling Stock & Equipment	0	36,750	(36,750)	-100.0%
501-02440	O&M Contingency	150,000	60,000	90,000	150.0%
501-09991	Transfer to Retail Impact Fund	0	0	0	
501-09992	Transfer to Wholesale Impact Fund	0	0	0	
501-09993	Transfer to Retail (Sewer South) Fund (O&M/CapEx) Fund	0	0	0	
501-09994	Fund Transfer to Projects & Contingency Fund	225,000	1,469,710	(1,244,710)	-84.7%
<b>CONVEYANCE SYSTEM</b>		<b>1,513,524</b>	<b>1,049,012</b>	<b>464,512</b>	<b>44.3%</b>
601-02400	Supplies/Tools	15,000	17,000	(2,000)	-11.8%
601-02411	Technology: SCADA	22,100	20,500	1,600	7.8%
601-02430	Professional & Contract Services	476,110	177,408	298,702	168.4%
601-02450	Chemicals: Sodium Hypochlorite <i>Odor and corrosion control</i>	35,834	20,593	15,241	74.0%
601-02455	Chemicals: Herbicides & Pesticides	1,500	1,500	0	0.0%
601-02457	Chemicals: Other	0	0	0	0.0%
601-02490	Electricity	266,700	261,977	4,723	1.8%
601-02500	Water	8,950	8,950	0	0.0%

	FY 2025	FY 2024	Δ\$ from FY 2024 Final	Δ% from FY 2024 Final
601-02521 Fuel: Generators	6,800	6,500	300	4.6%
601-02540 Equipment Rentals	12,000	5,000	7,000	140.0%
601-02550 Buildings & Grounds	5,500	16,500	(11,000)	-66.7%
601-05230 R&M: Gravity & Force Mains	130,000	76,000	54,000	71.1%
601-02590 Rolling Stock & Equipment	275,080	244,884	30,196	12.3%
601-04000 R&M: Flow Monitor Stations	16,500	600	15,900	2,650.0%
601-05000 R&M: Pump Stations	241,450	191,600	49,850	26.0%
<b>WATER RECLAMATION FACILITY</b>	<b>1,571,539</b>	<b>1,235,692</b>	<b>335,847</b>	<b>27.2%</b>
701-02400 Supplies/Tools	12,000	8,000	4,000	50.0%
701-02411 Technology: SCADA	12,500	13,500	(1,000)	-7.4%
701-02430 Professional & Contract Services	18,102	217,790	(199,688)	-91.7%
701-02450 Chemicals: Sodium Hypochlorite	0	0	0	0.0%
701-02451 Chemicals: Chlorine	60,242	60,242	0	0.0%
701-02452 Chemicals: Polymer	66,450	66,450	0	0.0%
701-02454 Chemicals: Sodium Bisulfite	21,474	21,474	0	0.0%
701-02455 Chemicals: Herbicides & Pesticides	0	0	0	0.0%
701-02457 Chemicals: Other	6,000	8,500	(2,500)	-29.4%
701-02470 Garbage	2,067	2,024	43	2.1%
701-02480 Natural Gas	1,855	2,520	(665)	-26.4%
701-02490 Electricity	336,000	336,000	0	0.0%
701-02500 Water	3,710	2,835	875	30.9%
701-02510 Biosolids Disposal	319,289	344,658	(25,369)	-7.4%
701-02521 Fuel: Generators	4,000	4,000	0	0.0%
701-02540 Equipment Rentals	5,000	5,000	0	0.0%
701-02550 Buildings & Grounds	83,400	51,900	31,500	60.7%
701-02590 Rolling Stock & Equipment	0	0	0	0.0%
701-03000 R&M: Water Reclamation Facility	619,450	90,800	528,650	582.2%
<b>PRETREATMENT <i>Most Regulatory Services Coordinator expenses</i></b>	<b>145,710</b>	<b>146,610</b>	<b>(901)</b>	<b>-0.6%</b>
801-01300 Payroll: Salaries	77,472	73,892	3,580	4.8%
801-01380 Payroll: Retirement <i>18.56%</i>	14,379	13,714	664	4.8%
801-01350 Payroll: FICA <i>6.2%</i> / Medicare <i>1.45%</i> <i>Included with 501-01350</i>	0	0	0	0.0%
801-02210 Temp Employee	0	0	0	0.0%
801-02220 Group Insurance	7,522	7,325	198	2.7%
801-02230 Unemployment Insurance	0	0	0	0.0%
801-02240 Workers' Compensation <i>Included with 501-02240</i>	0	0	0	0.0%
801-02260 Employee Wellness <i>Included with 501-02260</i>	0	0	0	0.0%
801-02270 Uniforms	0	0	0	0.0%
801-02280 Travel & POV Mileage	0	0	0	0.0%
801-02300 Licenses/Certifications/Memberships	425	425	0	0.0%
801-02310 Seminars/Workshops & Training	2,975	1,660	1,315	79.2%
801-02330 Legal	0	0	0	0.0%
801-02340 Public Relations & Advertising	0	0	0	0.0%
801-02360 Mailing/Shipping	0	0	0	0.0%
801-02380 Office Supplies	3,700	4,920	(1,220)	-24.8%
801-02400 Supplies/Tools	0	0	0	0.0%
801-02410 Technology: Phones/Internet/TV	748	660	88	13.3%
801-02430 Professional & Contract Services	38,489	44,014	(5,525)	-12.6%
801-02590 Rolling Stock & Equipment	0	0	0	0.0%
<b>LABORATORY</b>	<b>84,377</b>	<b>45,710</b>	<b>38,667</b>	<b>84.6%</b>
901-02400 Supplies/Tools	6,000	6,100	(100)	-1.6%
901-02430 Professional & Contract Services	73,377	35,110	38,267	109.0%
901-02456 Chemicals: Laboratory	5,000	4,500	500	11.1%
<b>CONTRACT OPERATIONS <i>GCCP PS/FMs/Gravity Sewer Only</i></b>	<b>34,100</b>	<b>30,585</b>	<b>3,515</b>	<b>11.5%</b>
1201-02400 Supplies/Tools <i>GCCP PS/FMs/Gravity Sewer Only</i>	0	0	0	0.0%
1201-02411 Technology: SCADA <i>GCCP Only</i>	625	625	0	0.0%
1201-02430 Professional & Contract Services <i>GCCP PS/FMs/Gravity Sewer Only</i>	20,610	12,095	8,515	70.4%
1201-02490 Electricity <i>GCCP PS/FMs Only Paid directly by Oconee County</i>	0	0	0	0.0%
1201-02500 Water <i>GCCP PS/FMs Only</i>	1,365	1,365	0	0.0%
1201-02521 Fuel: Generators <i>GCCP PS Only</i>	500	500	0	0.0%
1201-02550 Buildings & Grounds <i>GCCP PS/FMs/Gravity Sewer Only</i>	500	5,500	(5,000)	-90.9%
1201-05000 R&M: Pump Stations <i>GCCP PS/FMs Only</i>	10,500	10,500	0	0.0%
1201-05230 R&M: Gravity & Force Mains <i>GCCP PS/FMs/Gravity Sewer Only</i>	0	0	0	0.0%
<b>O&amp;M CAPITAL IMPROVEMENT PROJECTS</b>	<b>140,000</b>	<b>120,000</b>	<b>20,000</b>	<b>16.7%</b>
1401-XXXXX CIP: Conveyance System	140,000	120,000	20,000	16.7%

	FY 2025	FY 2024	Δ\$ from FY 2024 Final	Δ% from FY 2024 Final
1401-XXXXX CIP: Water Reclamation Facility	0	0	0	0.0%
1401-XXXXX CIP: Other	0	0	0	0.0%
<b>TOTAL O&amp;M EXPENSES</b>	<b>6,277,567</b>	<b>6,417,488</b>	<b>(139,921)</b>	<b>-2.2%</b>
O&M FUND ±	<b>81,815</b>	<b>330,715</b>		

**PROJECTS & CONTINGENCY FUND (RESTRICTED)**

**Projects & Contingency Fund Revenues**

	FY 2025	FY 2024	Δ\$ from FY 2024 Final	Δ% from FY 2024 Final
1501-01780 Restricted Interest - Projects & Contingency	0	300	(300)	-100.0%
1501-01840 Other Revenue - Projects & Contingency	0	9,799,975	(9,799,975)	-100.0%
1501-11111 Fund Transfers In - Projects & Contingency Fund	225,000	1,469,710	(1,244,710)	-84.7%
Net Position Transfer In - P&CF <i>Use of fund balance to balance budget</i>	0	0	0	0.0%
Carryforward Expenditures - P&CF <i>Carryover from Previous Year for Budgeted Items</i>	9,257,357	577,910	8,679,447	1,501.9%
<b>TOTAL PROJECTS &amp; CONTINGENCY FUND REVENUES</b>	<b>9,482,357</b>	<b>11,269,985</b>	<b>(1,787,628)</b>	<b>-15.9%</b>

**Projects & Contingency Fund Restricted Expenses**

1501-XXXXX Projects & Contingency Expenses	9,382,357	10,810,825	(1,428,468)	-13.2%
<b>TOTAL PROJECTS &amp; CONTINGENCY FUND EXPENSES</b>	<b>9,382,357</b>	<b>10,810,825</b>	<b>(1,428,468)</b>	<b>-13.2%</b>
<b>Projects &amp; Contingency Fund ±</b>	<b>100,000</b>	<b>459,160</b>		

**WHOLESALE IMPACT FUND (RESTRICTED)**

**Wholesale Impact Fund Revenues**

	FY 2025	FY 2024	Δ\$ from FY 2024 Final	Δ% from FY 2024 Final
1101-01780 Restricted Interest - Wholesale Impact Fund	100,000	1,400	98,600	7,042.9%
1101-01880 Wholesale Impact Fund Fees	1,000,000	290,000	710,000	244.8%
1101-01980 Unused Capacity Fees - Wholesale Impact Fund	150,000	120,000	30,000	25.0%
1101-11111 Other Fund Transfer In	0	0	0	0.0%
Net Position Transfer In - Wholesale Impact Fund	0	0	0	0.0%
Carryover from Previous Year - Wholesale Impact Fund	0	0	0	0.0%
<b>TOTAL WHOLESALE IMPACT FUND REVENUES</b>	<b>1,250,000</b>	<b>411,400</b>	<b>838,600</b>	<b>203.8%</b>

**Wholesale Impact Fund Expenses**

1101-XXXXX Wholesale Special Expansion Fund Projects	0	0	0	0.0%
<b>TOTAL WHOLESALE IMPACT FUND EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Wholesale Impact Fund ±</b>	<b>1,250,000</b>	<b>411,400</b>		

**RETAIL OPERATIONS & MAINTENANCE FUND (UNRESTRICTED)**

**Retail Operations & Maintenance Fund Revenues** *Non-Contract Operation Gravity/PS/FM Sewer*

	FY 2025	FY 2024	Δ\$ from FY 2024 Final	Δ% from FY 2024 Final
1301-01910 User Fees - Retail O&M	17,678	0	17,678	0.0%
1301-01770 Connection (Tap) Fees - Retail O&M	0	0	0	0.0%
1301-01780 Unrestricted Interest - Retail O&M	0	0	0	0.0%
1301-01821 Grants - Retail O&M	0	6,659,875	(6,659,875)	-100.0%
1301-01900 Intergov. Reimbursement - Retail O&M	13,031	6,730,302	(6,717,271)	-99.8%
1301-11111 Other Fund Transfer In	0	0	0	0.0%
Net Position Transfer In - Retail Sewer System	0	0	0	0.0%
Carryover from Previous Year - Retail Sewer System	6,021,303	0	6,021,303	0.0%
<b>TOTAL RETAIL SEWER SYSTEM REVENUES</b>	<b>6,052,012</b>	<b>13,390,177</b>	<b>(7,338,165)</b>	<b>-54.8%</b>

**Retail Operations & Maintenance Fund Expenses** *Non-Contract Operation Gravity/PS/FM Sewer*

**01301 TOTAL RETAIL OPERATIONS & MAINTENANCE FUND**

1301-01140 Depreciation - Retail O&M <i>Not included in budget request but must be accounted for</i>	0	0		
1301-02400 Supplies/Tools - Retail O&M	500	0	500	0.0%
1301-02411 Technology: SCADA - Retail O&M	1,250	1,230	20	1.6%
1301-02430 Professional & Contract Services - Retail O&M	7,406	25,000	(17,594)	-70.4%
1301-02490 Electricity - Retail O&M	2,100	2,000	100	5.0%
1301-02500 Water - Retail O&M	1,050	0	1,050	0.0%
1301-05230 R&M: Gravity & Force Mains - Retail O&M	0	0	0	0.0%
1301-02550 Buildings & Grounds - Retail O&M	0	0	0	0.0%
1301-05180 R&M: Pump Stations - Retail O&M	725	500	225	45.0%

**01401 CIP PROJECTS - RETAIL OPERATIONS & MAINTENANCE FUND**

1401-06050 CIP: Sewer South Phase II	3,700,000	13,361,447	(9,661,447)	-72.3%
1401-06005 CIP: Other Retail System Sewer - Retail O&M	0	0	0	0.0%
<b>TOTAL RETAIL OPERATIONS &amp; MAINTENANCE FUND EXPENSES</b>	<b>3,713,031</b>	<b>13,390,177</b>	<b>(9,677,146)</b>	<b>-72.3%</b>

**Retail Operations & Maintenance Fund ±** **2,338,981** **0**

**RETAIL IMPACT FUND (RESTRICTED)**

**Retail Impact Fund Revenues**

	FY 2025	FY 2024	Δ\$ from FY 2024 Final	Δ% from FY 2024 Final
1001-01780 Restricted Interest - Retail Impact Fund	0	0	0	0.0%
1001-01880 Retail Impact Fund Fees	5,000	0	5,000	0.0%
1001-01980 Unused Capacity Fees - Retail Impact Fund	0	0	0	0.0%
1001-11111 Other Fund Transfer In	0	0	0	0.0%
Net Position Transfer In - Retail Impact Fund	0	0	0	0.0%
<b>TOTAL RETAIL IMPACT FUND REVENUES</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>	<b>0.0%</b>

**Retail Impact Fund Expenses**

1001-XXXXX Retail Special Expansion Fund Projects	0	0	0	0.0%
<b>TOTAL RETAIL IMPACT FUND EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>Retail Impact Fund ±</b>	<b>5,000</b>	<b>0</b>		



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106 Clair Drive • Piedmont, SC 29673 • Phone 864-269-0890

April 23, 2024

Mr. Chris Eleazer  
Oconee Joint Regional Sewer Authority  
623 Return Church Road  
Seneca, SC 29678

Re: Change Order #1  
Flat Rock Pump Station Replacement  
SCIIP No. A-23-C153  
KCI No. 962205803

Dear Chris:

Attached with this letter is Change Order #1, which incorporates several price changes associated with the ongoing construction of the Flat Rock Pump Station Replacement project. This change order reflects an addition of \$13,808.06 to the total contract amount, and is broken down as follows:

- Increase of \$7,129.56 due to the following additional pump station monitoring and controls costs:
  - Addition of a Mission M850 unit for cellular monitoring of the pump station. The project was originally bid with a Mission M150 unit, which is currently being phased out and is not part of OJRSA's pump station standards.
  - Addition of a radar level sensor to the pump controls, as the project was originally bid with only float controls. Due to the depth of the wetwell, a secondary measurement system was desired by OJRSA in the case of a malfunction of the float control system.
- Decrease of \$3,550.00 to remove a redundant surge protection device with the generator system.
  - It was found during submittal review that both the electrical controls submittal and standby power generator submittal included an identical surge protection device. This was removed from the generator submittal resulting in a cost deduction.
- Increase of \$10,228.50 due to the relocation of the bypass connection.
  - During installation of the bypass pumping system at the site, the existing forcemain was not able to be located in the area shown on the plans. After additional field investigation, the forcemain was found to be installed in a different orientation than what the record drawings indicated, and at a much greater depth.
  - The bypass connection had to be relocated to match this new location, which will require approximately 80 feet of new P401 lined ductile iron pipe to connect the bypass location to the upgraded pump station piping.

*Change Order #1 – Flat Rock Pump Station Replacement  
Oconee Joint Regional Sewer Authority  
4/23/24*

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Additionally, the Notice to Proceed date for the project was set at 1/1/2024 based on a preliminary construction schedule. However, during the submittal process, Cove Utility's equipment suppliers noted that there would be a significant time delay of approximately 3 months to receive the required electrical gear for the project.

Due to the large amount of bypass pump required for the project, the construction start date was delayed until all components were received and on-site to ensure the shortest bypass pumping period possible. To account for this delay, 86 days as been added to the contract time for the project, extending the final completion date to 10/23/24.

We have reviewed the requested changes and have determined them to be cost and time reasonable. We trust that the above and enclosed information will meet your approval. Should you have any questions and/or require additional information, please feel free to contact me.

Sincerely,

**KCI Technologies, Inc.**



Garrett Davis, P. E.  
Project Engineer

Enclosure

DRAFT  
For Consideration  
by OJRSA Board





**Section 00941**  
**CHANGE ORDER**

**CHANGE ORDER NO. 1**

Owner:	<b>Oconee Joint Regional Sewer Authority</b>	Owner's Project No.:	<b>2024-03</b>
Engineer:	<b>KCI Technologies, Inc.</b>	Engineer's Project No.:	<b>962205803</b>
Contractor:	<b>Cove Utility, LLC</b>	Contractor's Project No.:	
Project:	<b>Flat Rock Pump Station Replacement</b>		
Contract Name:			
Date Issued:	<b>4/23/24</b>	Effective Date of Change Order:	<b>4/23/24</b>

The Contract is modified as follows upon execution of this Change Order:

Description: Addition of upgraded Mission unit and radar level sensor to pump station controls and monitoring system. Deduction of redundant surge protection device. Addition of 6" DIP P401 lined pipe and fittings for revised bypass location.

Attachments: None.

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>1,293,500.00</u>	Original Contract Times: Substantial Completion: <u>180 (6/29/24)</u> Ready for final payment: <u>210 (7/29/24)</u>
Increase from previously approved Change Orders. \$ <u>0.00</u>	Increase from previously approved Change Orders. Substantial Completion: <u>0</u> Ready for final payment: <u>0</u>
Contract Price prior to this Change Order: \$ <u>1,293,500.00</u>	Contract Times prior to this Change Order: Substantial Completion: <u>180 (6/29/24)</u> Ready for final payment: <u>210 (7/29/24)</u>
Increase of this Change Order: \$ <u>13,808.06</u>	<b>[Increase] [Decrease]</b> this Change Order: Substantial Completion: <u>86</u> Ready for final payment: <u>86</u>
Contract Price incorporating this Change Order: \$ <u>1,307,308.06</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>266 (9/23/24)</u> Ready for final payment: <u>296 (10/23/24)</u>

<p style="text-align: center;">Recommended by Engineer (if required)</p> <p>By: <u><i>Hauntt Davis</i></u></p> <p>Title: <u>Project Engineer</u></p> <p>Date: _____</p>	<p style="text-align: center;">Accepted (Contractor)</p> <p>_____</p> <p style="text-align: center;">Contractor</p> <p>_____</p>
<p style="text-align: center;">Accepted (Owner)</p> <p>By: _____</p> <p>Title: <u>Executive Director</u></p> <p>Date: _____</p>	<p style="text-align: center;">Approved by Funding Agency (if applicable)</p> <p>_____</p> <p style="text-align: center;">Grant Services Director</p> <p>_____</p>



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May 1, 2024

Mr. Chris Eleazer  
Executive Director, Oconee Joint Regional Sewer Authority  
623 Return Church Road  
Seneca, South Carolina 29678

Re: Recommendation of Award  
Construction Manager at Risk (CMAR) Preconstruction Phase Services  
OJRSA Coneross Creek WRF Dewatering Equipment Upgrades  
Project #2023-06 Phase II – SCIIP Grant #A-23-C153 – KCI Project No. 962308802

Dear Mr. Eleazer:

KCI Technologies, Inc. held a proposal opening on April 22, 2024, on behalf of Oconee Joint Regional Water Sewer Authority (OJRSA) for the Coneross Creek Water Reclamation Facility Dewatering Equipment Upgrades Project. Only one proposal was received and has been reviewed by KCI. Three contractors were present at the pre-proposal meeting and an additional three contractors purchased the Request for Proposals (RFP) on Quest, for a total of six RFP holders. As there were a total of six RFP holders, Rural Infrastructure Authority (RIA) has indicated sufficient bid activity and has indicated that OJRSA can move forward with awarding the contract.

Harper General Contractors (Harper) submitted the only proposal that was received. The proposal was reviewed by the selection committee comprised of three representatives from OJRSA and two representatives from KCI. The proposal appears to be complete. KCI tabulated the scoring sheets from the selection committee. The five scoring sheets are summarized in the attached scoring matrix.

KCI recommends award to Harper in the amount of \$30,000 for preconstruction phase services. A construction contract will be awarded based on acceptance of the guaranteed maximum price (GMP).

Should you have any questions, please call.

Sincerely,  
KCI Technologies, Inc.

Steven Barbian, P. E.  
Project Manager

Attachments – Proposal Scoring Matrix

Oconee Joint Regional Sewer Authority Request for Proposals  
 Construction Manager at Risk (CMAR) for Dewatering Equipment Upgrades at Coneross Creek WRF  
 Project #2024-06 Phase II      SCIIP Grant # A-23-C153  
 Harper Proposal

Selection Criteria	Maximum Value	Reviewer 1	Reviewer 2	Reviewer 3	Reviewer 4	Reviewer 5	Average Score
Cover Letter	Pass	pass	pass	pass	pass	pass	pass
Experience/Proposed Project Personnel	15 Points	13	12	14	13	13	13
Professional Qualifications of Firm	15 Points	13	14	14	13	15	14
Time and Budget	10 Points	8	8	8	8	9	8
Pre-construction Phase Approach	10 Points	10	9	9	9	10	9
Pre-construction Costs	5 Points	5	5	4	5	5	5
Construction Phase Approach	10 Points	10	9	9	9	10	9
CMAR Fees and Rates	10 Points	6	7	8	8	10	8
Creativity and Insight	5 Points	4	5	4	3	5	4
Workload	5 Points	5	4	3	5	3	4
Compliance with RFP	5 Points	5	5	3	5	5	5
<b>TOTAL PRIOR TO INTERVIEW</b>	<b>90 POINTS</b>	79	78	76	78	85	79
CMAR Interview	10 Points	10	10	10	10	9	10
<b>TOTAL FOLLOWING INTERVIEW</b>	<b>100 POINTS</b>	89	88	86	88	94	89

# HARPER | GENERAL CONTRACTORS Environmental Systems

Dear Oconee Joint Regional Sewer Authority:

This letter will confirm our agreement regarding the preconstruction services to be performed by Harper General Contractors, Inc. on the Dewatering Equipment Upgrades at Coneross Creek Water Reclamation Facility Project in Seneca, SC. The terms of our agreement are outlined in more detail below. Should you have any questions or wish to discuss further, please let me know. Otherwise, please sign and return a copy of this agreement for our records. We look forward to working with you.

**Term**

Harper General Contractors, Inc., as the Construction Manager at-Risk (hereinafter, "Construction Manager") shall begin the preconstruction services outlined below upon receipt of an executed copy of this agreement from Oconee Joint Regional Sewer Authority ("Owner" or "OJRSA"). Provided the Owner's Engineer has provided the Construction Manager with 100% documents, reasonably agreed upon by the Construction Manager and Owner, the Construction Manager shall complete the preconstruction services no later than 60 days after receipt of 100% documents from Design Team. The Owner and Construction Manager may agree to mutually extend the term of this agreement, if additional scope is desired by the Owner beyond the original 100% documents, by written modification.

**Scope of Services**

The Construction Manager shall complete the preconstruction services set forth in Exhibit A and in accordance with the submitted response to the Owner's Request for Proposals (Exhibit B). In doing so, the Owner, Construction Manager, and any architect(s) or engineer(s) hired by the Owner will work together to develop a design and scope of construction work in accordance with the Owner's budget. If the design or scope of work is projected to exceed the Owner's budget, the Owner, Construction Manager, and any architect(s) or engineer(s) will work to modify the design and/or scope of work to a cost within the Owner's budget, or the Owner will obtain additional funds to increase the Owner's budget.

During this process, Construction Manager will work with the Owner and architect(s) or engineer(s) to identify modifications or substitutions to the drawings and/or specifications which may result in cost reductions for the project. The value engineering concepts and proposals are provided to the Owner and its retained design professional responsible for the design of the Project for their review and consideration. The Construction Manager shall participate in early procurement recommendations during each design deliverable. Construction Manager is providing these value engineering concepts and proposals in its capacity as an experienced contractor and not as a licensed design professional. Harper is not and shall not be responsible for any aspect of the design for the Project, including any design considerations arising out of or relating to the value engineering concepts and proposals. Construction Manager recommends that the Owner consult with and rely solely upon its retained design professional concerning all aspects of design for the Project.

**Payment & Billing**

In exchange for the services provided hereunder, Owner shall pay Construction Manager the lump-sum amount of \$30,000.00, upon agreement of the GMP and execution of the contract for construction, as outlined in the Schedule of Values herein, within thirty (30) days of receipt of invoice. In the event Construction Manager's preconstruction services are extended beyond the GMP deliverables identified herein, Construction Manager shall be entitled to equitable adjustment of the contract amount based on an agreed contract adjustment between Owner and Construction Manager.

**Preconstruction Services - Schedule of Values**

- \$0 due at 30% Design and Preconstruction Services
- \$0 due at 60% Design and Preconstruction Services

# HARPER | GENERAL CONTRACTORS Environmental Systems

\$0 due at 90% Design and Preconstruction Services  
\$30,000.00 due at Construction Contract Execution

**Construction Manager At-Risk Contract**

The Owner and Construction Manager agree that they will work together to finalize and execute the terms of a Construction Manager At-Risk Agreement, for any remaining preconstruction services not performed hereunder and for the actual construction of the work. The Owner and Construction Manager agree that no construction work will begin without an executed Construction Manager At-Risk Agreement and receipt of a notice to proceed.

**CM At Risk Fee & Profit Margin**

The below percentage includes both the CM At-Risk fee and profit margin. For clarity, this is one (1) single multiplier, it is not to be doubled up. Our proposed fee percentage is 5.0%.

**General Billing Schedule (for Monthly General Conditions)**

\$13,000/Week

**Termination**

Owner may terminate this agreement for any reason upon ten (10) calendar days written notice (delivered by certified mail, return receipt requested). This agreement may be terminated by either party upon seven (7) calendar days written notice (delivered by certified mail, return receipt requested) should one party fail to perform in accordance with its terms through no fault of the other. In the event of termination, Construction Manager shall receive payment for services rendered prior to receipt of the written termination notice.

Regards,

Bryan Royal  
Vice President

**Acceptance**

Oconee Joint Regional Sewer Authority

Harper General Contractors, Inc.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Print Name / Title*

Bryan S. Royal / Vice President, ESD  
*Print Name / Title*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

# HARPER | GENERAL CONTRACTORS

## Environmental Systems

### EXHIBIT A - SCOPE OF SERVICES

Construction Manager agrees to perform the following preconstruction services:

- **GMP Development**, which includes formal cost estimates at the 30%, 60%, 90% and 100% design intervals. These estimates shall include the development of the Cost of the Work and a corresponding Schedule of Values. The cost estimates will also provide recommended early procurement of equipment and materials required to meet the schedule. Cost estimates will commence upon the completion of 30% design plans and specifications. A pre-construction schedule shall be provided to be reviewed by KCI Technologies Inc. (hereinafter, "KCI"). The costs for each stage, 30%, 60%, 90% and 100% shall be developed according to the schedule through an open-book process. Construction Manager will provide a cost estimate within 4-6 weeks of receiving 30%, 60%, 90% and 100% documents from KCI.
- **Value Analysis Services**, which shall include a thorough review of the design drawings and specifications and the identification of any alternative design components, construction methods, or materials that could reduce the cost of the project without sacrificing project quality.
- **Scheduling Services**, which shall include the development of a proposed construction schedule.
- **Subcontractor/Vendor Identification**, which shall include identifying capable subcontractors and vendors to perform the work.
- **Diverse Business Enterprise (DBE) Program Implementation**
  - Identify potential contracting opportunities for DBE Subcontractors and Suppliers to meet Project DBE participation goals.
  - Identify materials and equipment for which no opportunity for DBE participation exists to assist the Owner in developing realistic DBE participation goals based on available opportunities.
  - Determine the eligible contract costs associated with each proposed Work Package.
  - Propose realistic DBE participation goals for the Project, expressed as a percentage of eligible contract costs, considering the specific subcontracting opportunities identified and the availability of the DBE participants for each specific subcontracting opportunity.
  - Determine if Owner's DBE participation goals for the Project, expressed as a percentage of eligible contract costs, is achievable when considering the specific subcontracting opportunities identified and the availability of DBE participants for each specific subcontracting opportunity. Propose the participation goals which are considered to be achievable.
  - Promote opportunities for DBE firms to participate in submitting offers for subcontracts. Provide potential Subcontractors and Suppliers with a copy of Owner's DBE policy with bid documents. Make a good faith effort to encourage DBE participation and make potential Subcontractors and Suppliers aware that participation is taken into consideration when awarding contracts.

**EXHIBIT B - RFP Response as Submitted by Harper General Contractors**  
**on April 22, 2024**  
**(48 pages)**



## I-85 CORRIDOR SEWER EXPANSION PROJECT-OJRSA

CONTRACTOR: MOORHEAD CONSTRUCTION COMPANY      ENGINEER: DAVIS & FLOYD, INC.

DATE: APRIL 25, 2024

COUNCIL BRIEFING/UPDATE -

CONTRACTOR HAS INSTALLED ALL GRAVITY SEWER AND FORCE MAIN AND IS PRESENTLY INSTALLING REMAINING SERVICE CONNECTIONS APPROXIMATELY 35 SEWER SERVICES HAVE BEEN INSTALLED TO DATE.

THE FORCE MAIN FROM WELCOME CENTER PUMP STATION IS CURRENTLY BEING PRESSURE TESTED. TESTING OF GRAVITY SEWER MANHOLES AND PIPELINE CONTINUES AND IS APPROXIMATELY 75% COMPLETE.

INSTALLATION OF NEW PUMP STATIONS AT THE WELCOME CENTER AND BROOMWAY LANE CONTINUES, WITH STATION PIPING NEARLY COMPLETE AND ELECTRICAL INSTALLATION PRESENTLY UNDERWAY.

ORIGINAL CONTRACT AMOUNT: \$12,311,447.00

ISSUED CHANGE ORDERS (NOS. 1 & 2): (\$500,831.75)

CURRENT CONTRACT AMOUNT: \$11,810,615.25

APPROXIMATE VALUE OF WORK INSTALLED TO DATE: \$8,391,186.31 OR 71% OF CURRENT CONTRACT AMOUNT.

THEY APPEAR TO BE ON SCHEDULE WITH THIS WORK. NEARLY ALL MATERIALS HAVE BEEN RECEIVED, WITH SOME COMPONENTS FOR THE PUMP STATIONS REMAINING FOR DELIVERY. HOWEVER, ALL ITEMS ARE PROJECTED TO BE RECEIVED WITHIN THE NEXT MONTH, AND THE PROJECT IS CURRENTLY SCHEDULED TO BE COMPLETED IN THE SUMMER OF 2024.





I-85 CORRIDOR SEWER EXPANSION UPDATE  
APRIL 25, 2024  
PAGE 2

