

MINUTES OF REGULAR MEETING OF COMMISSIONERS  
OF LANCASTER COUNTY WATER & SEWER DISTRICT

A regular meeting of the Board of Commissioners of Lancaster County Water & Sewer District was held at Lancaster County Water & Sewer District's Administrative Office in the Conference Center Board Room at 6:30 p.m., on Tuesday, May 14, 2024, after due notice of the time, place, and purpose of such meeting.

**Members Present:** Gerald White, Doc Steele, Robert Barr, Jimmy Deaton, Larry Hammond, Robert Harris, Stephen White, and RJ Clyburn.

**Members Absent:** Mike Williams

**In addition, there were present:** Brad Bucy, District Manager; Margaret Flow, Business Manager; Wes Carter, Operations Manager; Kerri Baker, Finance Director; Amanda Threatt, Administrative Assistant; Randy Hawkins, CRWSP Chief Administrative Staff Person; Jim Sheedy and Susan Driscoll, District Legal Counsel.

Gerald White called the meeting to order at 6:30 pm. and chaired the meeting.

**Approval of Minutes**

Gerald asked if there were any questions or proposed changes to the March 12, 2024, Commission Meeting Minutes. Hearing none, he then asked for a motion to approve the March Meeting Minutes. Doc Steele made a motion to approve. Jimmy Deaton seconded. All approved.

**Public Comment as Necessary**

There were 0 public comments.

**Approval of 2024/2025 CRWSP Operating Budget**

Brad Bucy informed the Commissioners that the CRWSP Board recommended approval of the 2024/2025 Operating Budget for CRWSP on April 3, 2024. The budget includes a \$0.15 increase in the cost /1000 gallons of water to a total of \$0.94. Brad turned the meeting over to Randy Hawkins who reviewed the CRWSP Operating Budget with the Board. Randy explained, while expenses were higher due to inflation and the increase included replenishing the CRF and funding the CSA (cash shortfall account), the predominant reason for the increase was that Union County bought less water than projected.

Robert Harris made a motion to approve the CRWSP 2024/2025 Operating Budget. Robert Barr seconded. All approved.

**Presentation and Discussion of LCWSD 2024/2025 Operating Budget**

Brad turned the meeting over to Kerri Baker to discuss the Draft LCWSD 2024/2025 Operating Budget. Kerri provided a presentation to the Board where she reviewed the proposed rate schedule, budget highlights, relevant revenue and expense projections, and capital projects.

Brad and Kerri reviewed the proposed rate schedule. Under the new schedule, a typical water and sewer customer will see an approximately 4% increase in their combined bill, depending on consumption. A typical water-only customer will see an increase of 2% in their bill. There was general discussion.

Brad presented a summary of the April 2024 Capital Improvements Plan and Capacity Fee rate recommendation. LCWSD staff recommend an increase between 8 – 10.5% in the water and sewer Capacity Fees to keep up with updated project needs, cost estimations, and continued growth in inflation as reflected in the Turner Construction Cost Indexes. A shortage of skilled labor and rising material costs in the construction industry are the biggest contributors to construction cost increases.

This draft budget was provided for informational purposes only. The budget will next proceed to public hearing.

#### **Approval of Construction Change Orders**

Brad turned the meeting over to Wes Carter to discuss two separate construction change orders. The Calvin Hall Pump Station is a development-driven capital improvement project. Basinger Contracting has completed the work. The emergency bypass pump connection was field modified to correspond to LCWSD's new emergency bypass pump details. The additional cost is \$5,340.

Robert Harris made a motion to approve the Basinger Contracting Company Change Order #3 in the amount of \$5,340. Stephen White seconded. All approved.

The Regional Wastewater Collection System Rehabilitation Projects have been closed out with the two respective contractors, Vortex and NAPM. The materials for the project were purchased by LCWSD to help stabilize costs during supply shortages. The original bid price for the materials did not include sales tax. There were also some small adds and deducts in quantity; however, the majority of the change in cost was from the 8% sales tax. EDA has requested the original bid to be adjusted to the final amount by change order. Staff requests the approval of the Change Order reflecting an additional cost paid to Ferguson Waterworks in the amount of \$83,258.79.

Larry Hammond made a motion to approve the Ferguson Waterworks Change Order #1 in the amount of \$83,258.79. Robert Harris seconded. All approved.

#### **Approval of CRWSP Change Order for MR Systems – SCADA**

The joint venture owners of CRWSP have an existing design build contract with MR Systems, LLC. MR Systems is performing under the Phase 1 Design and Preconstruction Services portion of the scope. A need has been identified to involve the services of Nix Purser & Associates to assist in translating existing Data Flow Systems (DFS) software programs and logic to ensure efficient changeover of data. The additional cost of services from NPA is \$16,800 with both owners responsible for 50%.

RJ Clyburn made a motion to approve the MR Systems Change Order 001 in the amount of \$16,800 with both owners responsible for 50% and subject to signatures to be provided by both MR Systems and Union County. Robert Harris seconded. All approved.

**Approval of Engineering Short Form Agreements**

LCWSD has two (2) short form engineering agreements on the agenda, both less than \$250,000, with the only change being to project-specific information. Therefore, these agreements have not received legal review.

Robert Barr made a motion to approve D.H. Hagins & Associates scope of services in the amount of \$20,000 for the Upper Sugar Creek Forcemain, Phase 1. This project will allow LCWSD to divert wastewater flows from the Utilities, Inc. (Carolina Water) Danby WWTP to the Indian Land WWTP. Stephen White seconded. All approved.

Robert Harris made a motion to approve Highfill Infrastructure Engineering’s scope of services in the amount of \$56,200 for the utility relocations associated with the SC Hwy 9 Bridge Replacement Over North Branch Wildcat Creek. It is expected the allowable reimbursement amount for this project may cover all design and construction costs. Doc Steele seconded. All approved.

**Approval of MBD Consulting Engineers Agreement – Indian Land WWTP Residual & Chemical Storage Improvements**

Additional needs have been highlighted at the Indian Land WWTP including increased storage and better customized loading and removal of residual solids in addition to the replacement and relocation of chemical feed storage. MBD Consulting Engineers, P.A. has provided a scope of services for this work in addition to conceptual planning for future plant build-outs to help ensure the proper sighting of equipment and facilities for long-term planning. MBD’s scope is by addendum to LCWSD’s template EJCDC Agreement for Engineering Services.

Larry Hammond made a motion to approve MBD Consulting Engineers, P.A.’s engineering agreement in the amount of \$367,740 for services in support of the Indian Land WWTP Residual & Chemical Storage Improvements. Robert Harris seconded. All approved.

**There was no Executive Session.**

**Adjourn**

Robert Barr made a motion to adjourn at 7:48 pm. Robert Harris seconded. All approved.



Robert Barr, Secretary

