



*Your Community-Owned and Operated System*

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MINUTES OF THE  
ANDERSON REGIONAL JOINT WATER SYSTEM  
December 18, 2019

LET THE MINUTES SHOW THAT THE MEDIA WERE NOTIFIED OF THIS MEETING IN ACCORDANCE WITH THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT.

A QUORUM OF THE BOARD IS PRESENT.

COMMISSIONERS PRESENT: David Rogers, Town of Williamston; Douglas Locke, Broadway; Jeff Caldwell, City of Anderson; Tommy Phillips, Broadway; Benjie McGill, City of Clemson; Patrick Jackson, Starr-Iva; Chuck Cortez, Hammond; Keith Malone, Town of Pendleton; Mitch Ellenburg, Belton-Honea Path; Dwight Edwards, West Anderson; Larry Harrel, Homeland Park; Dyke Spencer, Powdersville; Bud Whelchel, Sandy Springs

ABSENT: Robert Earle, Sandy Springs; Phillip Mishoe, Town of Central; Alton Boggs, Big Creek

OTHERS PRESENT: Scott Willett, ARJWS; Jodi Merritt, ARJWS; Trey Burns, ARJWS; Jennifer Barrington, ARJWS; Lisa Evatt, ARJWS; Kendall Cleary, ARJWS; Billy Bolger, Clemson University; Kevin Simpson, Broadway; David Hall, Homeland Park; Bryan Bates, ARJWS; Erika Hollis, Upstate Forever; Katie Hottel, Upstate Forever

Chairman Benjie McGill called the Board meeting of Anderson Regional Joint Water System to order 11:58 a.m. on December 18, 2019.

Chairman McGill opened the meeting with the Pledge of Allegiance.

Chairman McGill asked for any Commissioners comments. Mr. McGill announced that the December meeting will be the last for Mr. Boggs and Mr. Earle is taking a brief leave of absence. Mr. Burns introduced Mrs. Hollis and Ms. Hottel with Upstate Forever. Mr. Spencer invited member agencies that are interested in a meeting tomorrow with TCTC, Easley Campus, to revitalize a discussion on certified operator training. Mr. McGill announced the retirement of Steve Wilson. Mr. Cortez thanked ARJWS for sending Mr. Burns to the SCRWA Conference to speak.

Mr. Caldwell made a motion to approve the October 16, 2019 minutes and Mr. Jackson seconded.

Motion carried.

### **I. Consent Calendar (Old Business)**

None

### **II. Items requiring immediate action**

None

### **III. Discussion (New Business)**

#### 1. Implementation of the Watershed Plan for Three and Twenty Creek

Mr. Burns introduced Mrs. Erika Hollis, Clean Water Program at Upstate Forever and Ms. Katie Hottel, GIS Coordinator at Upstate Forever to discuss the development of the Three and Twenty Creek watershed plan. Mrs. Hollis thanked ARJWS for the financial support of the Three and Twenty Creek watershed plan. Mrs. Hollis discussed that Upstate Forever received grant funding to develop a comprehensive plan to protect water quality, more specifically drinking water sources in the Three and Twenty Creek. Mrs. Hollis provided the Board with a brief overview of the watershed planning process, gave updates on the progress to date, shared some preliminary results, and allowed the Board to ask questions.

#### 2. Adopt Financial Policy Statements

Mrs. Cleary recommended the adoption of the updated Comprehensive Financial Policy as presented. Mrs. Cleary discussed key changes to the policy such as adding the budget calendar to Budget Process, best practice for refunding bonds is a minimum NPV savings of 5% changed to 3% to Composition of Issued Debt, and changing the emergency contingency factor from 33% to 50% for System R&R Reserve and Pumped R&R Reserve. Mrs. Cleary asked for comments. Mr. Spencer added that the policy includes staffing changes to the Budget Process of the Comprehensive Financial Policy. Mr. Cortez made a motion to approve the adoption of the Comprehensive Financial Planning Policy with the amendment. Mr. Jackson seconded. The motion was unanimous.

#### 3. Adopt Procurement Regulation

Mrs. Cleary recommended the adoption of the updated and amended Procurement Regulation as presented. She stated the existing Procurement Regulation was adopted by the Board in 2010. Amendments proposed for the regulation is to increase signature authority levels from \$30,000 to \$50,000 to reflect general cost increase over the past 10 years and further define how the Procurement Officer shall address the bidding process, including the use of existing bidding platform and failure to receive a minimum number of bids. Mrs. Cleary asked for comments. The recommendation was made by the Board to include in 3-202 Competitive Sealed Bidding #2 “recognized by government agencies”. Mr. Edwards made a motion to approve the adoption of the updated and amended Procurement Regulation. Mr. Malone seconded. The motion was unanimous.

#### 4. Executive Director’s Report (Oral)

Mr. Willett gave an update on the reallocation study. As promised by the Corps, Mr. Willett had the first monthly meeting. Mr. Willett would like to add additional 12,500-acre feet which would normally be an additional 50 years of supply to the new purchase agreement. Based on

current projections and forecast models, 12,500-acre feet will only carry ARJWS 40 years due to the growth in the area and increased demands from existing businesses. Mr. Willett stated that the Corps will likely ask ARJWS to sign the contract with the new purchase amount in March 2021. Mr. Willett showcased the article that was published in *The Journal*, "CUTTING-EDGE ANDERSON TASTE AND ODOR PROJECT DRAWS INTERNATIONAL VISITORS" publication of the WEASC and SCAWWA.

#### **IV. Informational Reports**

1. Financial Reports
2. Administration Report
3. Operations and Maintenance Report
4. Engineering Report

Mrs. Barrington updated the Board on the meeting with the SCDOT Secretary of Transportation, Christy Hall, regarding the Dixon/Whitehall relocation project.

These reports are for information and for each Member to review as written. A copy of each report is attached to the file copy of these minutes.

#### **VI. Adjournment**

With no further business, Mr. Cortez made a motion to adjourn at 1:09 p.m. and Mr. Malone seconded. Motion carried.

Respectfully submitted,

Jeff Caldwell  
City of Anderson

**The next meeting of the Board will be 11:30 a.m. Wednesday, February 19, 2020.**