ANDERSON REGIONAL
JOINT WATER SYSTEM

998 Hunters Trail Anderson, SC 29625 Phone: 864-332-6534 Fax: 864-224-6116

BOARD AGENDA

Board of Commissioners
November 2021

I. Minutes October 27, 2021

II. Informational Reports

1. Executive Committee Meeting Summary
2. Finance and Administration Report
3. Operations Report
4. Sustainability Report
5. Engineering Report

Future planned Board meeting dates are:

- December 14, 2021
- February 16, 2022
- April 27, 2022

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www.arjwater.com

MINUTES OF THE ANDERSON REGIONAL JOINT WATER SYSTEM October 27, 2021

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: Benjie McGill, City of Clemson; Patrick Jackson, Starr-Iva; Dyke Spencer, Powdersville; David Rogers, Town of Williamston; Chuck Cortez, Big Creek-Hammond; Douglas Locke, Broadway; Edgar Scott, Sandy Springs; Scott Banks, City of Anderson

ABSENT: Dwight Edwards, West Anderson; Larry Harrell, Homeland Park; Mitch Ellenburg, Belton-Honea Path; Evan Link; Town of Pendleton; Jeremy Gillespie, Sandy Springs; Tommy Phillips, Broadway; Phillip Mishoe, Town of Central

OTHERS PRESENT: Scott Willett, ARJWS; Jeff Caldwell, ARJWS; Lisa Evatt, ARJWS; Natalie Whitaker, ARJWS; Kendall Cleary, AJRWS; Christopher Weber, ARJWS; Trey Burns, ARJWS; David Gailey, ARJWS; Billy Bolger, Clemson University; David Phillips, Greene, Finney, LLP

Chairman Dyke Spencer called the Board meeting of Anderson Regional Joint Water System to order at 12:00 p.m. on October 27, 2021.

Chairman Dyke Spencer asked for any Commissioner comments. Mr. Jackson thanked Mrs. Evatt and ARJWS for the CPR & AED safety training he attended October 21, 2021. Mr. Spencer introduced Mr. Edgar Scott representative from Sandy Springs and Mr. Scott Banks representative from City of Anderson. Mr. Spencer presented Mr. McGill with a plaque to honor his service as former Chairman of the Board. Mr. Spencer made a recommendation to add the title Secretary/Treasurer to the minutes.

There were no public comments.

Mr. Jackson made a motion to approve the August 25, 2021 minutes and Mr. Locke seconded. Motion carried.

I. Consent Calendar (Old Business)

None

II. Items requiring immediate action

1. Receive and Accept Comprehensive Annual Financial Report Years Ended June 30, 2021

Mrs. Cleary introduced Mr. David Phillips, Independent Auditor of Greene Finney, LLP. Mr. Phillips was responsible for auditing the financial statements of ARJWS for the FYE June 30, 2021. Professional standards require that the independent auditors communicate with the Board any informative information and findings related to the audit. Mr. Phillips presented the Board of Commissioners with a Financial Audit Presentation and Management Letter. Mr. Phillips was able to inform the Board of Commissioners that there were no findings, no disagreements with management, and nothing to disclose. A copy of the financial reports, presentation, and management letter is attached. Mr. McGill made a motion to accept and file the FYE 2021 Financial Reports and audit results. Mr. Cortez seconded that motion. Motion carried

III. Discussion (New Business).

1. Executive Director's Report (Oral)

Mr. Willett gave a presentation on the American Rescue Plan Act (ARPA). He outlined the ARPA Utility Plan and discussed what each member agency should do to access funding from SC RIA. Mr. Willett also gave an update on the Reallocation Study of Lake Hartwell. ARJWS is seeking storage to meet the next 50 years of projected growth. ARJWS is seeking to add to state law reaffirming state authority over water resources. Mr. Willett would like to seek unanimous co-sponsors from county delegations in Anderson, Pickens, Oconee and Abbeville to help with with the addition to the state law. Mr. Willett made a recommendation to the Board to refrain from signing any contract offered without Return Flow Credits.

IV. Informational Reports

1. Finance and Administration Report
2. Operations Report
3. Personnel Report
4. Engineering Report
5. Executive Committee Meeting Summary

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.

V. Adjournment

With no further business, Mr. Jackson made a motion to adjourn at 1:17 p.m. and Mr. Rogers seconded. Motion carried.

Respectfully submitted,

Phillip Mishoe
Secretary/Treasurer

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COMMITTEE SUMMARY

Executive Committee

November 22, 2021

11:30 am

I. Discussion Summary

1. Financial Policy Update – Kendall Cleary

ARJWS provided our financial policies and associated Key Performance Indicators (KPIs) along with the current status of each KPI. Please see the attached document. Main discussion items included Operating, System and Pumped Reserves levels as well as advancing depreciation levels toward the target of 80%.

2. Continuous Improvement at ARJWS – Jeff Caldwell

Discussion items included the Strategic Plan, Performance-based evaluations, pay study, sludge drying operations, and MIOX generation issues.

3. Future Meeting Schedules – Scott Willett

Due to upcoming holidays and conference schedules, discussions were related to resolving potential conflicts with our executive committee and board meeting dates. The following dates were suggested:

Executive Committee Meetings

- December 6, 2021
- January 18, 2022
- February 7, 2022
- March 7, 2022
- April 18, 2022

Board Meetings

- December 14, 2021
- February 16, 2022
- April 27, 2022

4. Lake Hartwell Reallocation – Scott Willett

ARJWS has discussed potential options to incorporate return flow credits into the pending reallocation. These credits represent savings of approximately $5M over the life of this reallocation cycle. The Corps of Engineers has suggested policy or law changes at the state level to require return flow credits on storage capacity contracts on federal reservoirs. The ARJWS will be contacting the state legislature to gain support for a bill during the upcoming legislative cycle.

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Financial KPI's
November 2021

	Financial Policy	KPI	Current Status
1	Multi-year Financial Plan	5 year preview	✓
2	Budget Process	Maintain schedule	✓
3	Debt Issuance	Optimize total cost and cash flow relating to debt	✓
4	Composition of Isued Debt	Refunding debt should not extend the term Refund debt with a minimum NPV savings of 3%	✓ ✓
5	Balanced Budget	Bring percent of depreciation funded to at least 80%	61%
6	Debt Service Coverage	1.30x	1.37x
7	Total Reserve Ratio	Cash Reserves to Annual Debt Service > 1.00	1.10
8	Operating Reserve	Minimum 60 days cash on hand	68 Days
9	System R&R Rerserve	Ending balance = Largest asset in system x 50% emergency factor. Ozone Generator = $1,050,000 requirement	$1,500,066
10	Pumped R&R Reserve	Ending balance = Largest pumped asset in system x 50% emergency factor. Generator Replacement CBS = $300,000 requirement	$464,844
11	Rate Stabilization Fund	Excess revenues collection in the prior year are used to mitigate rate spikes in future years	✓
12	Rate Implementation Policy	Rates are computed with a 5-year forward view to avoid unanticipated rate spikes	✓
13	Fixed Cost Coverage Ratio	Total annual revenue to total fixed costs shall not be less than 1.1x	1.14
14	Use of Miscellaneous Revenue	No more than 25% of miscellaneous revenues may fund same year expenses	✓

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BOARD MEMORANDUM

November 8, 2021

Subject

Finance and Administration Report

Discussion

Billing

Meters were read on October 28th, 2021, with usage down 0.13% from last month (for the same number of days) and up 12.65% from last year (for the same number of days).

AGENCY	PREV.YR SAME MONTH	LAST MONTH	CURRENT
# of Billing Days	**30**	**30**	**28**
Anderson	122,434,716	134,731,884	137,864,746
Big Creek	23,400,000	23,400,000	25,200,000
Broadway	19,622,569	24,166,001	21,734,520
Clemson	59,672,821	67,711,895	58,386,839
Clemson University	29,090,806	40,222,198	36,856,153
Hammond	58,224,416	66,290,649	55,413,138
Homeland Park	19,760,701	19,251,152	17,511,572
Pendleton	9,519,619	11,293,429	9,791,203
Powdersville	4,332,792	7,316,299	5,591,700
Sandy Springs	56,566,414	60,865,000	54,308,194
Starr-Iva	30,274,215	32,411,968	31,529,347
West Anderson	38,528,131	38,756,429	37,146,087
Williamston	9,244,067	15,762,481	14,062,986
TOTAL	**480,671,267**	**542,179,385**	**505,396,485**

Finance/Budget Summary

For the month ending October 31, 2021, ARJWS is slightly over budget in revenue collections primarily due to the unbudgeted collection of $40,000 from Pioneer Water for water rights. This is an annual collection that should end with the adoption of the new allocation from the Corps. For expenses, the ideal percentage column has been added to the report to reflect that not all expenses are linear over 12 months. Expenses such as chemicals and power are seasonal based on water produced; therefore, the ideal percentage has been updated based on historical averages. ARJWS is trending appropriately for all expense categories except for chemicals. Chemicals are over budget due to using bulk sodium hypochlorite for disinfection rather than onsite generation.

Safety Training

October
Subject: CCC-CPR & AED Training
Training Dates: October 21st & 28th
ARJWS and member agency employees learned the following:

- Recognize Sudden Cardiac Arrest
- Heart Attack Vs Sudden Cardiac Arrest
- Continuous Chest Compression (CCC)
- How to correctly apply and use an AED (Automated External Defibrillator)

November
Subject: Safety Tool-Box Talk - Emergency Safety Showers
Training Date: November 30th

December
Subject: Safety Tool-Box Talk - TBD
Training Date: TBD

Prepared by: Kendall Cleary, Accounting Manager
Approved by: Jeff Caldwell, Deputy Director

Attachments: Profit & Loss Summary – Budget, Actual and Forecast

PUMPED REPAIR & REPLACEMENT ACCOUNT

October 31, 2021

DATE	TRANSACTION MEMO	CREDIT	DEBIT	BALANCE
10/01/2021	Balance Forward LGIP Investment			$42,599.18
10/27/2021	System Transfer for September 2021 Billing	$5,644.84		$48,244.02
10/31/2021	Interest Earned October 2021	$3.85		$48,247.87
10/31/2021	Ending Balance LGIP			**$48,247.87**

SYSTEMS REPAIR & REPLACEMENT ACCOUNT

October 31, 2021

DATE	TRANSACTION MEMO	CREDIT	DEBIT	BALANCE
10/01/2021	Balance Forward LGIP Investment			$526,303.36
10/27/2021	System Transfer for September 2021 Billing	$125,014.28		$651,317.64
10/31/2021	Interest Earned October 2021	$48.23		$651,365.87
10/31/2021	Ending Balance LGIP			**$651,365.87**

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Profit & Loss
For the Month ending October 31, 2021

4+8

	Annual Budget	YTD Budget (3 months)	YTD Actual	Year End Projection	Ideal Percentage	% of Budget Used	YTD Variance	
Operating Revenue								
Operations and Maintenance	5,363,635	1,787,878	1,797,970	5,373,727	33%	34%	10,092	
Capital Charges	5,221,245	1,740,415	1,740,415	5,221,245	33%	33%	-	
Renewal and Replacement								
Water System	1,498,635	499,545	524,822	1,523,912	33%	35%	25,277	
Pump Station	67,738	22,579	24,120	69,279	33%	36%	1,541	
Miscellaneous	51,105	17,035	61,491	95,561	33%	120%	44,456	A
Total Operating Revenue	12,202,358	4,067,453	4,148,818	12,283,724				
Operating Expenses								
Salaries and Wages	1,650,100	550,033	445,198	1,545,265	33%	27%	(104,835)	
Payroll Taxes and Employee Benefits	645,700	215,233	204,581	635,047	33%	32%	(10,653)	
Operations and Maintenance								
Administrative Expenses	417,435	139,145	62,737	341,027	33%	15%	(76,408)	
Operations Expenses								
Lab Supplies/Uniforms/Safety Equipment	136,700	45,567	32,195	123,328	33%	24%	(13,372)	
Chemicals	572,000	190,667	278,901	660,235	36%	49%	88,235	B
Sludge and Chemical Disposal	150,000	50,000	11,418	250,000	0%	8%	(38,582)	
Utilities and Security	1,105,600	368,533	386,226	1,123,293	41%	35%	17,693	
Maintenance Expenses	299,200	99,733	138,202	337,669	33%	46%	38,469	C
Professional Fees	110,000	36,667	31,147	104,480	33%	28%	(5,520)	
Insurance	94,900	31,633	6,650	94,900	0%	7%	(24,983)	
Debt Expenses	5,221,245	1,740,415	1,669,266	5,221,245	33%	32%	(71,149)	
Source Water Protection	51,000	17,000	1,131	35,131	33%	2%	(15,869)	
Miscellaneous Expenses	131,000	43,667	48,810	136,143	33%	37%	5,143	
Total operating expenses before depreciati	10,584,880	3,528,293	3,316,462	10,607,763				
Net operating income	1,617,478	539,159	832,357	1,675,961				
Raw Water								
Raw Water Income	58,223	19,408	76,706	115,521				
Raw Water O&M Expenses	-	-	59,560	59,560				
Raw Water Operating Income	58,223	19,408	17,146	55,961	33%	29%	(2,262)	
Non-Budget Impacting Items								
Junior Lien Bond Payments	246,090	82,030	72,000	246,090	33%	29%	(10,030)	
Alum Tanks Replacement	136,350	45,450	28,745	136,350	33%	21%	(16,705)	
Filter PLC Cabinets	137,700	45,900	10,760	137,700	33%	8%	(35,140)	
	520,140	173,380	111,505	520,140				

	Cash Balances	Days Cash on Hand
Operating Cash	1,963,120	68
Capital Project Fund	3,103,527	
R&R Funds (Restricted)	965,030	
	6,031,677	

A: Over budget due to the annual Pioneer payment of $40,000 and a termination balance returned from the refunding of Series 2011A.

B: Over budget due to using bulk sodium hypochlorite for disinfection.

C: Over budget primarily due to the Ozone generator repair.

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BOARD MEMORANDUM

November 22, 2021

Subject

Operations and Maintenance Report

Discussion

Operations

As of November 8th, 2021, Lake Hartwell's surface elevation was 659.97 ft, 0.03 ft. below full pool. Raw water is being drawn from the top gate of the intake structure. Water temperature at the top gate is 65.8°F. The Joint Water System reached 84% of settled water turbidity goals for the month of October. Raw water pH levels are relatively constant. Settled and Finished water pH levels are normal. The maximum day for October water production was 44.8% of Finished water capacity.

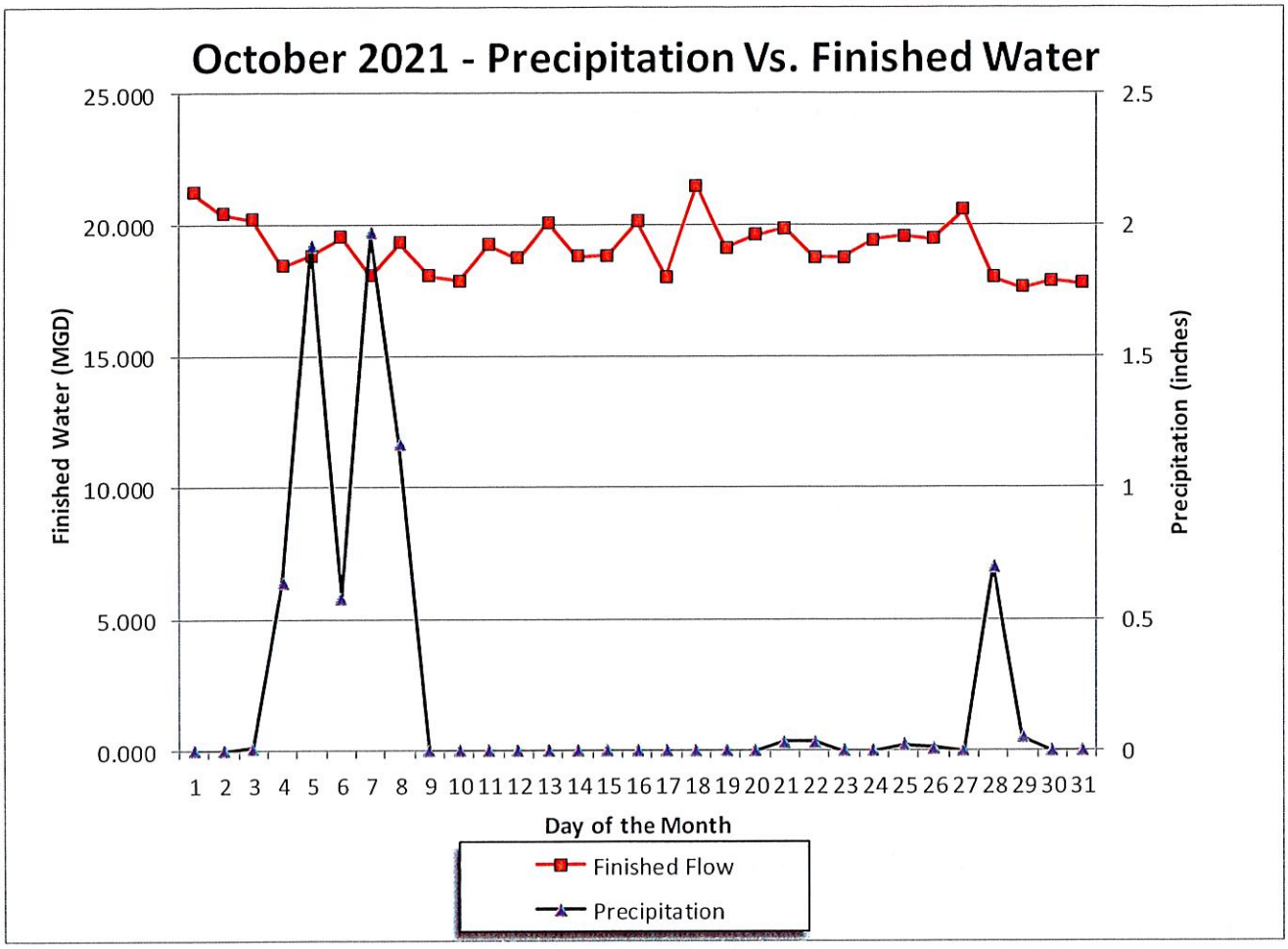
Operations Highlights

- Switched back to MIOX generation for disinfection. Will continue to evaluate based on reliability or until the end of its useful life
- Water Age Study completed successfully with Member Agencies. Data distribution to participating members and reports will go out later.

In addition to water quality sampling for the Lake Hartwell Water Treatment Plant, Joint Water System staff processed 182 Total Coliform distribution samples for local entities during the month of October.

Water Quality Data

	Raw	Settled	Finished
pH	6.80	6.54	7.09
Turbidity (NTU) Range	1.40 to 5.60	0.07 to 1.30	0.03-0.04
Turbidity (NTU) Average	2.65	0.84	0.04
Turbidity (NTU) Exceedance	-	16.13%	0.00%
Total Organic Carbon	1.96	-	0.80
Fluoride Average (ppm)	-	-	0.41**
Residual Disinfectant (ppm)	-	-	1.70
TTHM (DBP)	-	-	8.6 ppb
Methylisoborneol (MIB)*	6.8 NG/L	-	<1.0 NG/L
Geosmin*	2.3 NG/L	-	<1.0 NG/L



Weather Data

	Minimum	Maximum	Total
Rainfall	0.00 in.	1.97 in.	7.12 in.
Temperature	42.5° F	85.2° F	N/A
Humidity	41%	100%	N/A

Water Production Data

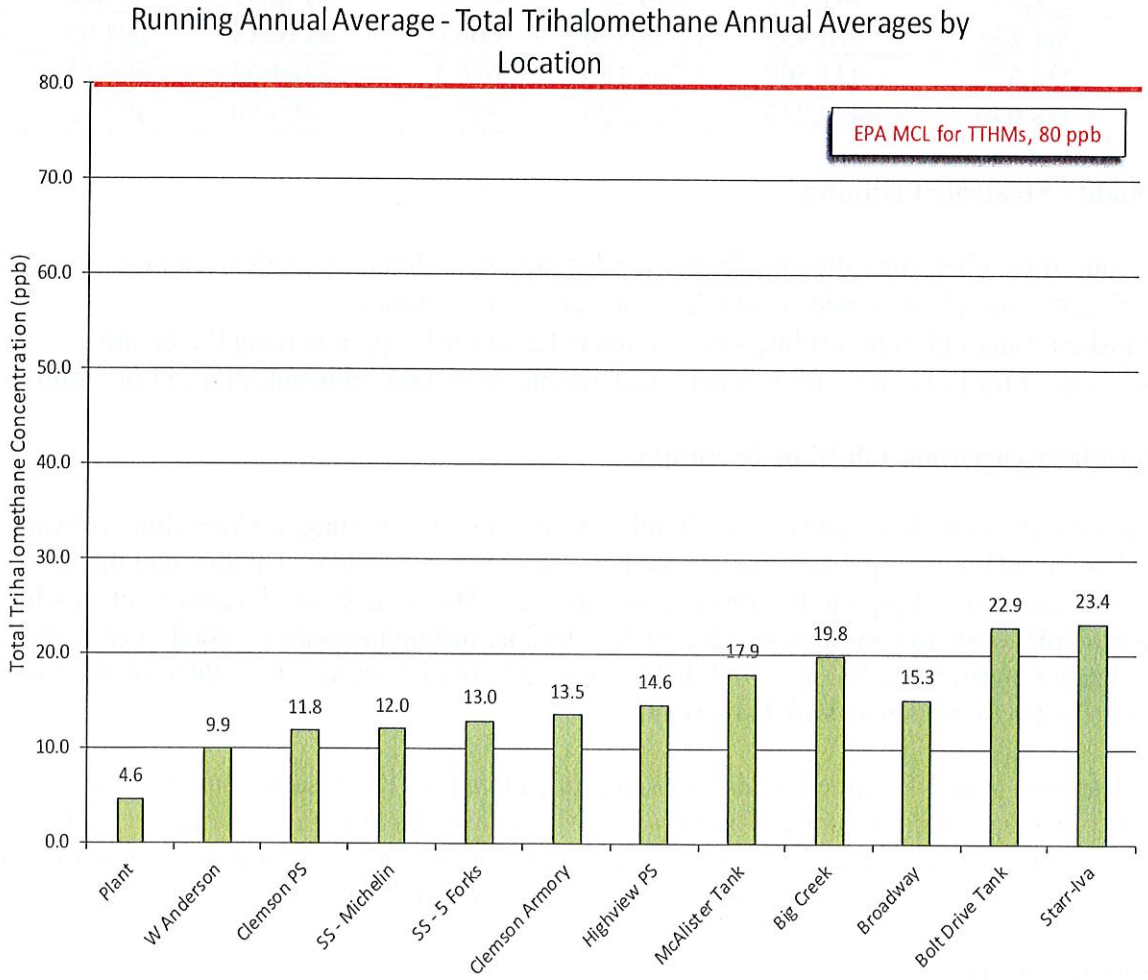
	Average	Minimum	Maximum	Total
Raw Water (MG)	19,147,000	15,752,000	22,657,000	593,548,000
Finished Water (MG)	19,150,000	17,615,000	21,490,000	593,653,000
Finished Max Capacity	39.9%	36.7%	44.8%	39.9%

*Note: For the general population, detection of MIB & Geosmin occurs at 10 NG/L.

Total Trihalomethane Discussion

Trihalomethanes (THMs) are one type of disinfection byproduct that can form during the treatment process and within the distribution system. THM concentrations vary primarily as a function of total organic carbon (TOC), temperature, disinfectant type, and residence time. THMs can have adverse health effects at high concentrations, and the EPA has established compliance criteria for these compounds in aggregate, termed Total Trihalomethanes (TTHMs). These criteria are established in Stage 2 of the Disinfection Byproduct Rule, which has a numerical MCL of 80 micrograms per liter (or parts per billion, ppb) based on a Locational Running Annual Average. ARJWS Operations Staff collects monthly, one-time samples, as a spot check for TTHM formation in the distribution system.

Disinfection Byproduct Analysis Report



Monthly Power Consumption Data

Month	On Peak kW	Off Peak kW	Total kW	Finished Water MG	$/ MG	12 month Average
Oct – 20	208,800	945,600	1,154,400	619.7	$88.86	$100.45
Nov – 20	201,600	914,400	1,116,000	561.8	$84.53	$99.14
Dec – 20	172,800	864,000	1,036,800	550.6	$81.30	$97.43
Jan – 21	208,800	856,800	1,065,600	595.9	$86.81	$96.62
Feb – 21	194,400	871,200	1,065,600	530.6	$92.36	$96.48
Mar – 21	168,000	787,200	955,200	559.9	$75.67	$94.39
Apr – 21	194,337	880,130	1,074,467	571.7	$89.46	$94.23
May – 21	215,996	909,415	1,125,411	662.4	$74.97	$92.58
Jun – 21	218,574	1,098,505	1,317,079	667.4	$94.20	$94.16
Jul – 21	271,224	947,223	1,218,447	649.6	$122.47	$94.06
Aug - 21	281,251	974,455	1,255,706	666.0	$116.14	$94.99
Sep - 21	236,672	1,031,508	1,268,180	620.1	$104.64	$94.15
Oct - 21	228,046	894,233	1,122,279	593.7	$96.90	$92.95

Water Quality Strategic Planning

For the month of October, the following Water Quality Strategic Planning goals were met:

- Finished water pH was held within the designated 7.1-7.2 range.
- Finished water chlorine residual was maintained above a 1.2 ppm leaving the facility.
- Non-detect for taste and odor was achieved, despite detectable concentrations at the source.

Orthophosphate corrosion inhibitor technique

Metal pipe naturally corrodes based on the chemical properties surrounding it. Corrosivity of water is directly related to pH. Lower pH concentrations, less than 7.0, are considered acidic, and therefore increase corrosion to metal piping. For this reason, The Lake Hartwell Water Treatment Plant adds lime to increase the pH levels to non-corrosive levels. In addition, orthophosphate is added to create a protective barrier on the inner linings of all distribution and premise piping. The added orthophosphate barrier keeps water from contact with bare metal.

The Lake Hartwell Water Treatment Plant has determined to adjust the baseline numbers for orthophosphate to a running annual average to establish a consistent dose rate. During the month of October, the Lake Hartwell Water Treatment Plant Finished water running annual average dose rate is within the desired 1.0 ppm to 1.6 ppm protective barrier range at 1.20 ppm.

Joint Resources Program

In October, ARJWS sent out request to all member agencies to participate in a Joint Resources Inventory Program to assist each member in the event of an emergency. The basis of the program is to identify a regular member agency material and asset inventory that could be beneficial should vendors

not be able to supply a material or piece of equipment on short notice. While ARJWS recommends each member routinely assess the long lead time items and stock those items on an individual system basis, this program could possibly lessen the downtime during some unforeseen issues. As of the date of this report, the ARJWS has received 5 responses.

Prepared by: Chris Weber, Operations Manager
Approved by: Jeff Caldwell, Deputy Director

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BOARD MEMORANDUM

November 17, 2021

Subject
Sustainability Report

Asset Management

ARJWS is tracking maintenance tasks of all assets. Preventative Maintenance tasks (PMs) are performed on every asset on a weekly, monthly, quarterly, bi-annually, or annual basis. Work Orders consist of installations or repairs required on an asset that are separate from the PM schedule. The current target is 400 completed tasks for the month.

NextService, the asset management provider, is working to provide documentation to track manhours. The KPI graphic below is generated by the asset management program.

PMs Completed	371
PMs Deferred	77
Work Orders Open	33
Work Orders Completed	9
Hours Documented	In process
Cross-Training Hours	In process

Brand

ARJWS uses many different platforms in order to engage with the public to bring awareness to the system as well as educate and inform about relevant topics of interest to water supply, water treatment, regulatory issues, etc.

Platform	Twitter	Facebook	Instagram	Website	Events	Tours	Total
Reach	895	6,257	659	788	175	34	8,808
Engagement	10.1%	16.1%	13.9%				

Reach is the total amount of people impacted on each platform.
Engagement is the percentage of people reached who interacted with the content published (likes, shares, comments, website visits, etc.)

Communication and Partnership

ARJWS's goal is to strengthen regional presence, cooperation, and communication among ARJWS and communities.

1. Upstate Forever Three and Twenty Watershed Plan
    a. 10 septic tank repairs/replacements completed, including 4 on the lakefront.
    b. $28,500 left in 319 grant.
2. Anderson Soil & Water Conservation District
    a. $1,000 mini grant generated from Barrels & Beer for an Anderson County project.
    b. Jan 31st deadline.
3. Minnesota Department of Health
    a. National webinar on post-construction stormwater BMPs and source water protection.
4. Anderson Area Chamber Water Resources Committee
    a. Committee discussion related to operational sustainability due to covid.
    b. Additional positive discussion on the future direction of the committee.
5. Lake Hartwell Partners for Clean Water
    a. Looking into SCDHEC 319 grant funding to create more watershed plans for Lake Hartwell to protect our source water.
    b. Logo design for group.

Source Water Protection

The ARJWS has adopted the four creeks upstream of our intake and sample each once per month. These creeks account for approximately 80% of our source water supply.

	E. Coli (cfu/100 mL)	Dissolved Oxygen (ppm)
Hembree Creek	200	9.2
Hurricane Creek	400	6.5
Town Creek	33	6.5
Six and Twenty Creek	0	7.5

Prepared by: Trey Burns, Sustainability Manager
Approved by: Jeff Caldwell, Deputy Director

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BOARD MEMORANDUM

November 10, 2021

Subject

Engineering Report

Discussion

Grant Funding

ARJWS submitted a Rural Infrastructure Authority grant application for the Transfer Pump Station Reliability Upgrade project. Unfortunately, this project was not selected for funding. A teams meeting with SCRIA is scheduled for December 6th to discuss opportunities and guidance to submit a successful application. The next round of applications is due on March 14, 2022.

Disinfection

Dependability issues with the current MIOX generators due to availability of replacement parts and ability to make adequate product during peak summer usage, bulk hypochlorite was used between August 25 and November 2. Currently the system has transferred back to MIOX and holding a tank of bulk hypochlorite product to meet reliability needs.

Lagoon Dredging

Bio-nomics mobilized on August 27th and completed demobilization on November 14th. This year's solids handling project encompassed 79 days and 119 total truck loads of dewatered sludge. In total, approximately 1,800 wet tons (308 dry tons) were removed and hauled to the Anderson Regional Landfill at a cost of $236,000. The system documented an average of 17.30% dewatered solids.

Water Age Study

ARJWS conducted a tracer study using fluoride to help determine water age throughout the transmission system. Reintroduction of fluoride (Phase 2) began on October 25th and system samples were collected for 4 days. Participating members sampled between October 26th and November 4th. A final report is being drafted to reflect the ARJWS system findings and member agency information will communicated by email.

Energy Assessment

ARJWS is working with Clemson University's Industrial Assessment Center to conduct an Energy Assessment. Our staff provided a pre-assessment form along with system information as well as utility cost to the Clemson team. Our staff meet with the Clemson team on October 14th to review the initial information, tour the treatment plant, and discuss preliminary suggestions including landscaping and rights-of-way maintenance, lighting, VFD's, Ozone optimization, micro-turbines, etc.… The Clemson team will submit a final report detailing all recommendations.

Prepared by: Jeff Caldwell, Deputy Director
Approved by: Scott Willett, Executive Director