ANDERSON REGIONAL
JOINT WATER SYSTEM

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

BOARD AGENDA

Board of Commissioners
August 28, 2024
Noon

Call to Order / Determination of Quorum
Pledge of Allegiance
Commissioners' Comments
Public Comment

I. Approval of Minutes June 26, 2024

II. Consent Calendar (Old Business)

1. None

III. Items requiring immediate action

1. None

IV. Discussion (New Business)

1. Strategic Plan Update
2. Director's Report (Oral)

V. Informational Reports

1. Executive Committee Meeting Summary
2. Financial & Administration Report
3. Operations and Maintenance Report

VI. Closed Executive Session

1. None

VII. Adjournment

Future planned meeting dates of the Anderson Regional Joint Water System Board are:

- October 23, 2024
- **December 25, 2024**
- February 26, 2025

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Your Community-Owned and Operated System

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Phone: 864-332-6534 Fax: 864-224-6116
www.arjwater.com

MINUTES OF THE ANDERSON REGIONAL JOINT WATER SYSTEM June 26, 2024

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; Matt Ruff, Big Creek-Hammond; Kevin Simpson, Broadway; Tracy Durham, Sandy Springs; Scott Banks, City of Anderson; John Lollis, West Anderson; David Rogers, Town of Williamston; Don King, Homeland Park; Phillip Mishoe, Town of Central; Robin Gore, Powdersville Water; Mitch Ellenburg, Belton-Honea Path Water

OTHERS PRESENT: Scott Willett, ARJWS; Jeff Caldwell, ARJWS; Christopher Weber, ARJWS; Kendall Cleary, ARJWS; Jodi Logan, ARJWS; Lisa Evatt, ARJWS; Justin Clemones, ARJWS; Billy Peele, Starr-Iva; Randy Church, Broadway Water

Chairman Patrick Jackson called the Board meeting of Anderson Regional Joint Water System to order at 12:01 p.m. on June 26, 2024.

Chairman Patrick Jackson asked for any Commissioner comments. Mr. Jackson expressed his sympathy to Mr. McGill for his father's passing. He welcomed Mrs. Gore with Powdersville Water to the Board and recognized Mr. Rogers's upcoming retirement. Mr. Rogers has served on the ARJWS board for 11 years and has worked for the Town of Williamston for 48 years. Mr. Rogers thanked Scott Willett for his support throughout the years.

Mr. Mishoe made a motion to approve the April 24, 2024, minutes, and Mr. Lollis seconded. Motion carried.

I. Consent Calendar (Old Business)

1. FY 2024/25 Budget – Final Reading

Mrs. Cleary recommended the approval of the final reading of the annual budget for fiscal year 2024/25. The proposed annual budget is $14.04 million. The budget will fund $7.25 million in annual operating expenses, $5.22 million in annual debt service and $1.57 million in system R&R. The total funding requirements of $14.27 million is offset by $230k of rate stabilization funds currently held in reserves. In total, the proposed budget represents a 6.00% net change over the approved FY 2023/24 budget. Mrs. Cleary went over a few minor changes from the first reading. Mrs. Cleary asked for any comments, there were none. Mr. McGill made a motion to approve the final reading of the proposed FY 2024/25 annual budget. Mr. Lollis seconded, all in favor, motion carried.

2. Clemson University Wholesale Rate – FY 2024/25-Final Reading

Mrs. Cleary recommended setting the water rate service for Clemson University at $2.17 per thousand gallons for FY 2024/25. Mrs. Cleary explained the "Wholesale Water Rate Schedule Applicable To Clemson University." Mrs. Cleary asked for any comments, there were none. Mr. Banks made a motion to set the existing water rate for Clemson University to $2.17 per thousand gallons. Mr. Rogers seconded, all in favor, motion carried.

II. Items Requiring Immediate Action

1. FY 2024/25 Board Officer Elections

Mrs. Cleary stated that ARJWS shall elect Board Officers each year, with each member of the Board having 1 (one) vote. The Nominating Committee has made the recommendations for FY 2024/25 Board Officers: Chairman Patrick Jackson, Starr-Iva Water District; Vice Chairman Scott Banks, City of Anderson; Secretary Benjie McGill, City of Clemson. The establishment of an Executive Committee is to provide additional advice and counsel to the Chairman. The recommendations for At-large Executive Committee members are Mitch Ellenburg, Belton-Honea Path Water Authority and Tracy Durham, Sandy Springs Water District. Mrs. Cleary noted that the elected will remain the same as the 2023/24 Board Officers. Mrs. Cleary asked for any additional nominations, there were none. Mr. Lollis made a motion to close Board Officer Elections, Mr. Mishoe seconded. Mr. Lollis made a motion to approve the 2024/2025 Board Officers; Mr. Ruff seconded, all in favor, and the motion carried.

III. Discussion (New Business)

1. Executive Director's Report (Oral)

Mr. Willett gave an update on PFAS. Tyco Fire Products reached a $750 million settlement. Tyco follows 3M and Dupont, which have already settled lawsuits over the impact of the chemicals in drinking water. Mr. Banks requested that results and updates for PFAS be sent out to all agencies. Mr. Willett explained the Lake Hartwell Water Supply Storage Reallocation Study and gave an update. The study is complete but has revealed that the total volume of Lake Hartwell has been reduced by 10% due to sedimentation. Mr. Willett stated that the Board will need to decide if they want to purchase more water supply to secure the necessary water for the

next 50 years. Mr. Willett expects the Drought Response Committee to upgrade the status level at their next meeting.

IV. Informational Reports

1. Executive Committee Meeting Summary
2. Finance and Administration Report (handed out)
3. Operations and Maintenance Report

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

V. Closed Executive Session

1. Personnel

As stated by Chairman Patrick Jackson:
A CLOSED EXECUTIVE SESSION HAS BEEN REQUESTED AND IS AUTHORIZED UNDER SC FREEDOM OF INFORMATION ACT (SECTION 30-4-70(a)(1)) FOR THE PURPOSE OF DISCUSSING PERSONNEL PERFORMANCE.

A motion was made by Mr. Mishoe to enter a closed executive session at 12:36 p.m. and seconded by Mrs. Durham.

As stated by Chairman Patrick Jackson:
AT 12:48 P.M. THE BOARD CONCLUDED ITS CLOSED EXECUTIVE SESSION AND PER THE SC FREEDOM ACT, NO ACTIONS OR VOTES WERE TAKEN.

A motion was made by Mr. Mishoe to take no action and was seconded by Mr. Lollis. The motion was unanimous.

VI. Adjournment

With no further business, Mr. Mishoe made a motion to adjourn at 12:49 p.m. and Mr. Banks seconded. Motion carried.

Respectfully submitted,

Benjie McGill

Secretary/Treasurer

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COMMITTEE SUMMARY

Executive Committee
August 19, 2024
11:30 am

Discussion Summary

1. **Safety Program**
   To ensure the safety of our staff, ARJWS is reviewing job descriptions and talking with industry leaders to learn about safety programs and training including Bosch, ORJSA, and ReWa. ARJWS has created a safety committee to review our programs, talk with consultants, and plan next steps.

2. **Strategic Plan**
   Staff reminded the committee of the overall Strategic Plan objectives including Water Resources, Asset Sustainability, Workforce Development, Financial Viability and Communication and Partnership. Staff plans to address each objective through a priority of staff safety, water quality, and reliability.

3. **Audit**
   ARJWS has engaged Greene. Finney, Cauley, LLP to audit the financial statements of Anderson Regional Joint Water System for the year ended June 30, 2024. As standard, the team members rotate each year to provide a fresh review of our financial practices. Board members may receive a call or email requesting information as part of the process. ARJWS anticipates a presentation at the October meeting as determined by the Board.

4. **Surplus Property**
   The original Clemson Booster Pump Station (CBS) was constructed around 1971. In 2014, this facility was replaced as part of the Phase 1B improvements on a separate site. As part of the planning, the board approved ARJWS to initiate the surplus disposal process for the original CBS tract. Interest at the time did not meet the initial expectations as to market value. With the ongoing development around this property, staff recommended exploring this option again. The committee agreed.

Prepared by: Jeff Caldwell, Deputy Director

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BOARD MEMORANDUM

August 13, 2024

Subject

Finance and Administration Report

Discussion

Billing

Meters were read on July 31, 2024, with average daily usage up 8.81% from last month and up 0.62% from last year. The average daily usage for each member agency is listed below.

AGENCY	PREV.YR SAME MONTH	LAST MONTH	CURRENT
# of Billing Days	**29**	**28**	**34**
Anderson	4,574,223	5,185,841	4,771,418
Big Creek	1,111,235	1,057,608	1,198,616
Broadway	1,069,386	761,247	893,377
Clemson	2,317,226	1,832,154	2,504,023
Clemson University	1,216,429	928,524	1,275,688
Hammond	3,211,753	2,537,750	2,878,074
Homeland Park	709,276	574,356	622,715
Pendleton	450,471	360,965	423,092
Powdersville	384,262	301,755	323,056
Sandy Springs	2,710,173	2,743,910	3,006,836
Starr-Iva	1,276,725	1,211,920	1,129,594
West Anderson	1,749,569	1,581,647	1,638,739
Williamston	677,672	520,590	559,099
Total Average Daily Usage	**21,458,400**	**19,598,266**	**21,324,328**

Finance/Budget Summary

For the month ending July 31, 2024, ARJWS is trending appropriately for revenues and expenses for the first month of the fiscal year.

See the Profit & Loss report for additional information.

Safety Training

July
Subject: **LOTO**
Training Date: **July 25, 2024**
Online Attendance
ARJWS Staff – 14

Prepared by: Jodi Logan, Billing/Purchasing Coordinator
Approved by: Kendall Cleary, Accounting Manager

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

ANDERSON REGIONAL
JOINT WATER SYSTEM

Profit & Loss
For the Month ending July 31, 2024

				1+11				
	Annual Budget	YTD Budget (1 months)	YTD Actual	Year End Projection	Ideal Percentage	% of Budget	YTD Variance	
Operating Revenue								
Operations and Maintenance	7,293,900	607,825	632,996	7,319,071	8%	9%	25,171	
Capital Charges	5,206,053	433,838	433,838	5,206,053	8%	8%	-	
Renewal and Replacement								
Water System	1,499,582	124,965	124,921	1,499,538	8%	8%	(44)	
Pump Station	67,764	5,647	5,652	67,769	8%	8%	5	
Miscellaneous	52,653	4,388	43,548	91,813	8%	83%	39,160	A
Total Operating Revenue	14,119,952	1,176,663	1,240,955	14,184,244				
Operating Expenses								
Salaries and Wages	1,901,000	158,417	137,980	1,880,564	8%	7%	(20,436)	
Payroll Taxes and Employee Benefits	830,200	69,183	99,428	860,445	8%	12%	30,245	
Operations and Maintenance								
Administrative Expenses	368,600	30,717	12,974	350,857	8%	4%	(17,743)	
Operations Expenses								
Lab Supplies/Uniforms/Safety Equipment	129,200	10,767	985	119,418	8%	1%	(9,782)	
Chemicals	1,190,700	99,225	120,871	1,212,346	8%	10%	21,646	
Sludge and Chemical Disposal	300,000	25,000	-	300,000	8%	0%	(25,000)	
Utilities and Security	1,598,900	133,242	145,032	1,610,690	8%	9%	11,790	
Maintenance Expenses	606,200	50,517	7,819	563,502	8%	1%	(42,698)	
Professional Fees	82,500	6,875	-	75,625	8%	0%	(6,875)	
Insurance	102,600	8,550	3,815	102,600	8%	4%	(4,735)	
Debt Expenses	5,406,053	435,374	435,243	5,406,053	8%	8%	(131)	
Source Water Protection	50,000	4,167	12,046	57,880	8%	24%	7,880	
Miscellaneous Expenses	109,000	9,083	7,808	107,725	8%	7%	(1,275)	
Total operating expenses before depreciatio	12,674,953	1,041,116	984,000	12,647,704				
Net operating income	1,444,999	135,547	256,954	1,536,540				
Raw Water								
Raw Water Income	60,024	5,002	-	55,022				
Raw Water O&M Expenses	-	-	17,559	17,559				
Raw Water Operating Income	60,024	5,002	(17,559)	37,463				

	Cash Balances	Days Cash on Hand
Operating Cash	2,558,215	74
Capital Project Fund	5,296,501	
System R&R Fund (Restricted)	69,862	
Pumped R&R Fund (Restricted)	542,514	
Raw Water O&M	86,677	
Raw Water R&R	283,606	
	8,837,374	

A: Over projected revenue due to $30k in interest income.

SYSTEMS REPAIR & REPLACEMENT ACCOUNT

July 31, 2024

DATE	TRANSACTION MEMO	CREDIT	DEBIT	BALANCE
07/01/2024	Balance Forward LGIP Investment			$1,462,513.70
07/30/2024	System Transfer for June 2024 Billing	$127,187.47		$1,589,701.17
07/30/2024	FY24 System R&R Contributions (to LGIPCIP)		$ 1,526,250.00	$63,451.17
07/31/2024	Interest Earned July 2024	$6,410.90		$69,862.07
07/31/2024	Ending Balance LGIP			**$69,862.07**

PUMPED REPAIR & REPLACEMENT ACCOUNT

July 31, 2024

DATE	TRANSACTION MEMO	CREDIT	DEBIT	BALANCE
07/01/2024	Balance Forward LGIP Investment			$534,197.03
07/30/2024	System Transfer for June 2024 Billing	$5,819.00		$540,016.03
07/31/2024	Interest Earned July 2024	$2,497.51		$542,513.54
07/31/2024	Ending Balance LGIP			**$542,513.54**

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BOARD MEMORANDUM

August 12, 2024

Subject

Operations and Maintenance Report

Discussion

As of August 12, 2024, Lake Hartwell's surface elevation was 656.23 ft, 3.77 ft. below full pool and 3.77 ft. below the guide curve. Raw water is being drawn from the top gate of the intake structure. Water temperature at the top gate is 87.1°F. Anderson Regional Water reached 100% of its settled water turbidity goals for the month of July. Raw water pH levels are relatively constant. Settled and finished water pH levels are normal. The maximum day for July water production was 62.9% of finished water capacity.

Operations and Maintenance Highlights

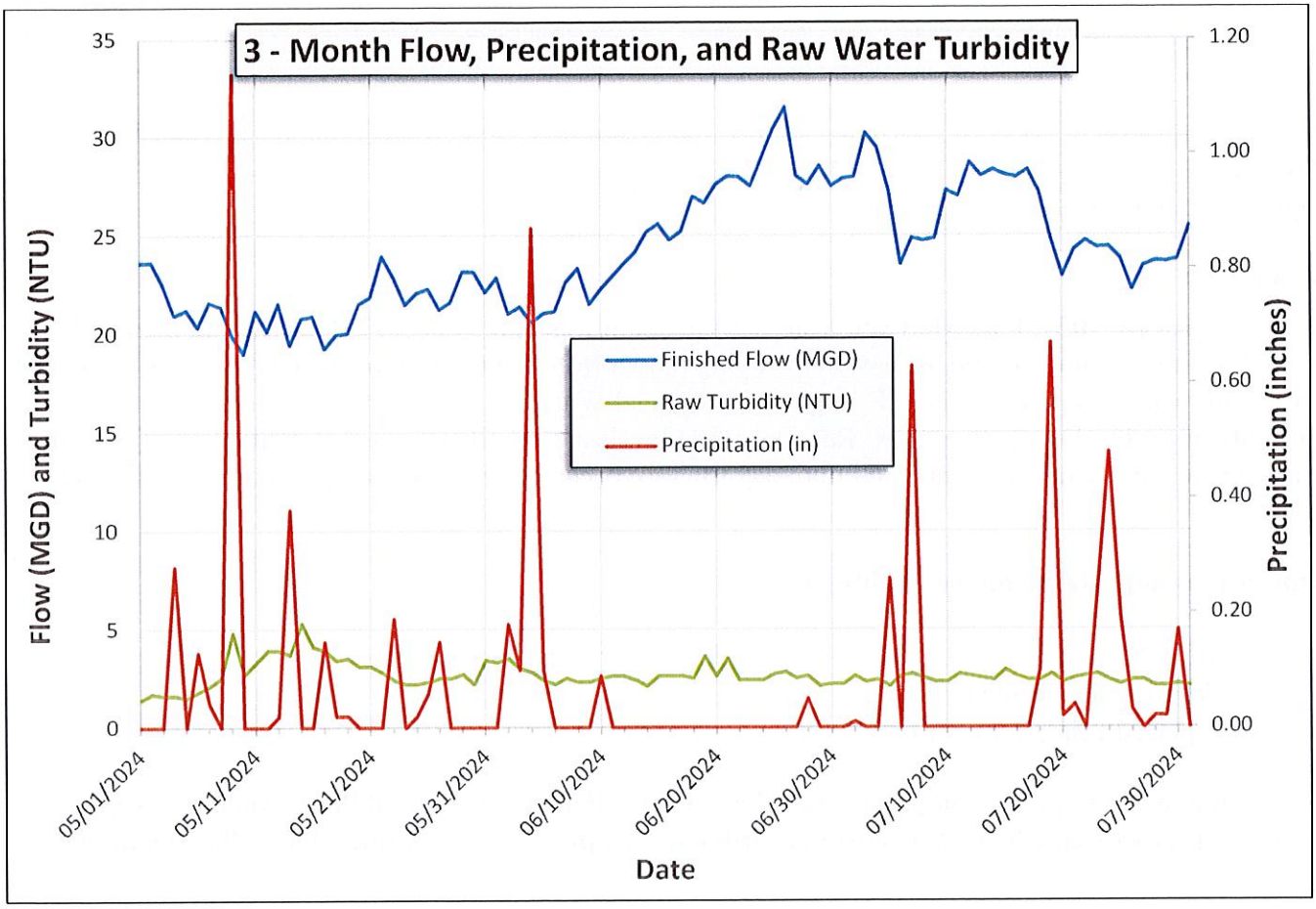
- ARJWS hired Jonathan LeClair as a level B Water Treatment Operator
- Placed new fluoride bulk tank
- Replaced gearbox mixer on bulk lime

In addition to water quality sampling for the Lake Hartwell Water Treatment Plant, Anderson Regional Water staff processed 280 Total Coliform distribution samples for local entities during the month of July.

Water Quality Data

	Raw	Settled	Finished
pH	7.17	6.61	7.15
Turbidity (NTU) Range	2.1 – 2.9	0.30 – 0.67	0.03 – 0.05
Turbidity (NTU) Average	2.43	0.40	0.04
Turbidity (NTU) Exceedance	-	0%	0%
Total Organic Carbon	1.61	-	0.86
Fluoride Average (ppm)	-	-	0.00
Phosphate Average (ppm)	-	-	0.41
Residual Disinfectant (ppm)	-	-	1.78
TTHM (DBP)	-	-	9.62 ppb
Methylisoborneol (MIB)	16.1 NG/L	-	<1.0 NG/L
Geosmin	8.4 NG/L	-	<1.0 NG/L

Weather Data



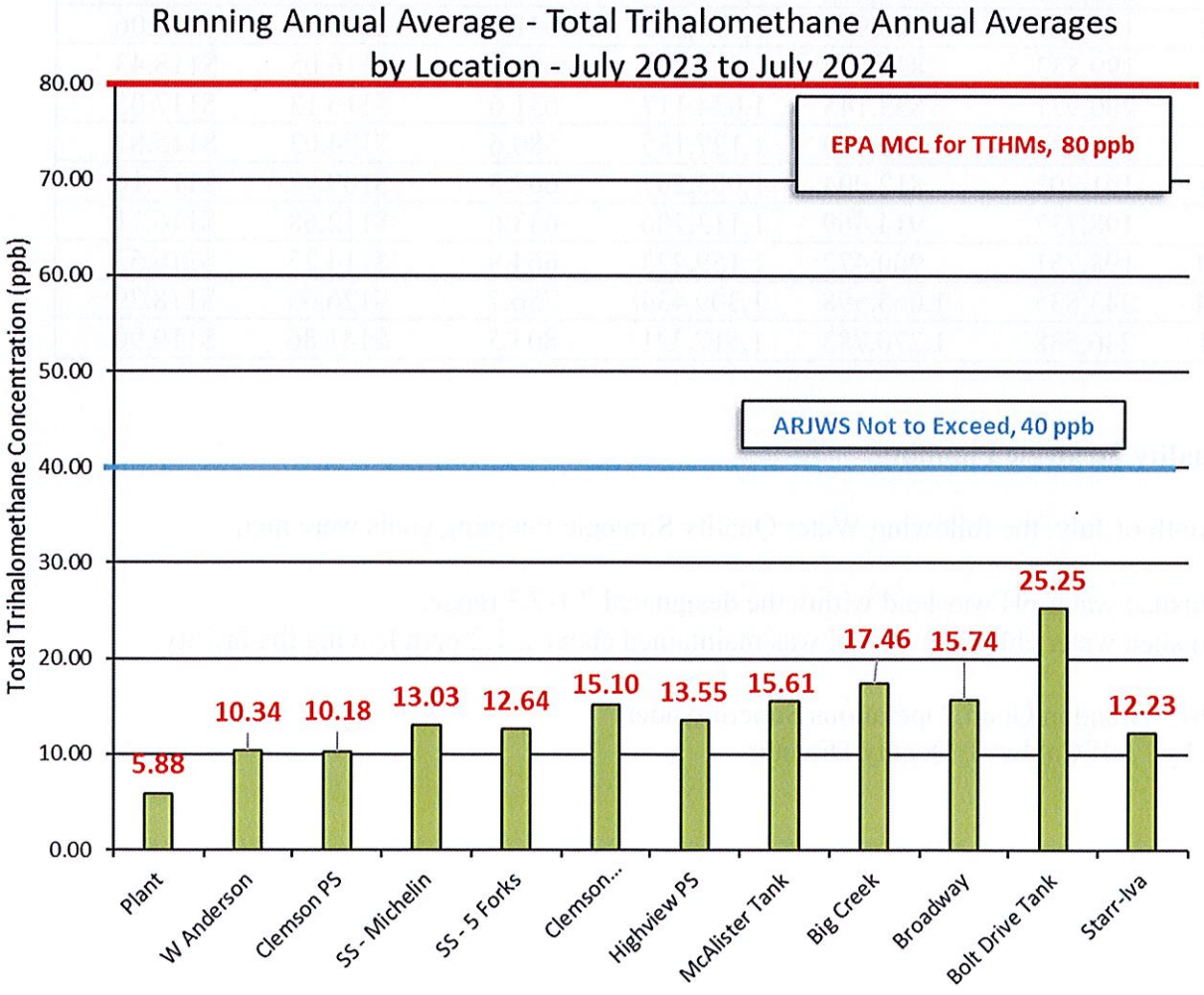
	Minimum	Maximum	Total
Rainfall	0.00 in.	0.67 in.	2.88 in.
Temperature	66° F	101.8° F	N/A
Humidity	38%	99%	N/A

Water Production Data

	Average	Minimum	Maximum	Total
Raw Water	24,611,000	19,325,000	30,041,000	762,954,000
Finished Water	25,918,000	22,253,000	30,213,000	803,468,000
Finished Max Capacity	54.0%	46.4%	62.9%	

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 transmission system. The running annual averages of those results are shown in the figure below.



Monthly Power Consumption Update

For the month of July, ARJWS treated 803,468,000 gallons of water at a power cost of $141.86 per million gallons produced. The 12-month running annual average is currently $119.90.

Monthly Power Consumption Data

Month	On Peak kWh	Off Peak kWh	Total kWh	Finished Water MG	$/ MG	12 month Average
July – 23	241,993	970,587	1,212,580	713.2	$119.66	$111.79
Aug – 23	232,084	1,171,026	1,403,110	734.2	$124.00	$113.36
Sep – 23	263,763	1,153,081	1,416,844	700.3	$133.20	$116.80
Oct – 23	215,805	1,026,506	1,242,311	672.3	$111.46	$118.88
Nov – 23	193,321	980,965	1,174,286	651.4	$108.25	$118.06
Dec – 23	199,553	832,346	1,031,899	604.9	$116.05	$118.43
Jan -24	200,971	833,145	1,034,117	631.6	$116.13	$117.05
Feb-24	196,025	931,160	1,127,185	580.6	$124.03	$115.87
Mar – 24	191,202	812,004	1,003,207	602.3	$109.97	$115.16
Apr – 24	198,737	914,469	1,113,206	633.6	$112.68	$116.11
May – 24	198,751	960,472	1,159,223	664.9	$114.75	$116.53
June – 24	243,835	1,065,598	1,309,434	756.7	$126.63	$118.29
July – 24	246,538	1,270,783	1,517,321	803.5	$141.86	$119.90

Water Quality Strategic Planning

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

- Finished water pH was held within the designated 7.1-7.3 range.
- Finished water chlorine residual was maintained above a 1.2 ppm leaving the facility.

Prepared by: Brandon Good, Operations Superintendent
Reviewed by: Jeff Caldwell, Deputy Director