ANDERSON REGIONAL
JOINT WATER SYSTEM

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

**BOARD AGENDA**

# Board of Commissioners
# January 22, 2025

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

**I. Approval of Minutes from December 18, 2024**

**II. Consent Calendar (Old Business)**
1. None

**III. Items requiring immediate action**
1. Approve the Flow-Based Voting Recalculation based on CY 2024 usage.

**IV. Discussion (New Business)**
1. Capital Project Update
2. Preliminary Budget Update
3. Executive Director's Report (Oral)

**V. Informational Reports**
1. Finance and Administration Report
2. Operations and Maintenance Report

**VI. Closed Executive Session**
1. Personnel

**Future planned Board meeting dates are:**

- February 26, 2025
- April 23, 2025
- June 25, 2025

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www.arjwater.com

MINUTES OF THE
ANDERSON REGIONAL JOINT WATER SYSTEM
December 18, 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; Tracy Durham, Scott Banks, City of Anderson; John Lollis, West Anderson; Robin Gore, Powdersville Water; Mitch Ellenburg, Belton-Honea Path Water; Kevin Simpson, Broadway Water; Kevin Strickland, Town of Williamston; Don King, Homeland Park; Phillip Mishoe, Town of Central

OTHERS PRESENT: Scott Willett, ARJWS; Lisa Evatt, ARJWS; Jodi Logan, ARJWS; Kendall Cleary, ARJWS; Chris Weber, ARJWS; Billy Peele, Starr-Iva; Billy Bolger, Clemson University; Brandon Good, ARJWS; Justin Clemones, ARJWS

Chairman Patrick Jackson called the Board meeting of Anderson Regional Joint Water System to order at 12:00 p.m. on December 18, 2024.

Chairman Patrick Jackson asked for any Commissioner comments. Mr. Ellenburg congratulated Mr. Jackson on being named System Manager of The Year. SCRWA's Decision Makers Summit will be held in February 2025. Upstate Rual Water Meeting will be held on January 16, 2025, at the Town of Williamston. Mr. Jackson invited the Board to attend the 2025 Rural Water Rally in Washington, DC, scheduled for February 3rd-5th, 2025.

Chairman Patrick Jackson asked for any public comments. There were none.

Mr. Ruff made a motion to approve the October 23, 2024, and November 26, 2024, minutes. Mr. Banks seconded. Motion carried.

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

1. None

## II. Items Requiring Immediate Action

1. Authorize the award of a construction contract for the Clemson Booster Station Five (5) Million Gallon Ground Storage Tank

ARJWS received four publicly opened bids for the construction of the 5 MG tank, site piping, large valve replacement, instrumentation, and related equipment. Harper General Construction was the apparent low bidder. Ardurra determined the bids were responsive and recommended awarding the project to Harper General Construction. Mr. Jackson asked for comments. There was none. Mr. McGill made a motion to authorize the Executive Director to execute a contract with Harper General Contractor. Mr. Lollis seconded that motion. Motion carried.

## III. Discussion (New Business)

1. Director's Report (Oral)

Mr. Willett gave an update on South Carolina Water Planning Process. The River Basin Councils are a group of 25 stakeholders appointed by the governor with water related interests. The Councils have been given two charges for the group. The first charge is to provide a report on or before January 31, 2025, informing the Committee of the current state of the surface water in SC and making recommendations regarding any necessary additions or changes to current law to ensure sustainable surface water withdrawal practices and procedures. The second charge is to finalize the SC State Water Plan. Mr. Willett continues to work with the U.S. Army Corps of Engineers on the Reallocation Study. Chairman Patrick Jackson asked that a standing report be given to all Members monthly on the SC Water Planning Process since it affects each member agency.

## IV. Informational Reports

1. Finance and Administration Report
2. 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 A PERSONNEL MATTER.

A motion was made by Mr. McGill to enter a closed executive session at 12:28 p.m. and seconded by Mr. Mishoe.

As stated by Chairman Patrick Jackson:
AT 12:45 P.M. THE BOARD CONCLUDED ITS CLOSED EXECUTIVE SESSION AND PER THE SC FREEDOM ACT, NO ACTIONS OR VOTES WERE TAKEN.

Mr. Mishoe made a motion to end the closed executive session and Mr. Lollis seconded. Motion carried.

Chairman Patrick Jackson made the desired motion:

The Board discussed that Mr. Ruff would join the Executive Committee in interviewing two internal candidates for the Executive Director position at ARJWS. Chairman Patrick Jackson would report to the Board on the decision at the January 22, 2025, board meeting. Mr. McGill made a motion that Mr. Ruff would take part in the interview process for two internal candidates for the Executive Director position. Mr. Lollis seconded. Motion carried.

**VI. Adjournment**

With no further business, Mr. Lollis made a motion to adjourn at 12:47 p.m. and Mr. Banks seconded. Motion carried.

Respectfully submitted,

Benjie McGill

Secretary/Treasurer

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JOINT WATER SYSTEM

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# BOARD MEMORANDUM

January 7, 2025

**Subject**

Flow-based Voting Recalculation

**Recommendation**

Approve the member agency flow-based vote allocation based on 2024 water deliveries to all member agencies except Clemson University.

***Alternatives:***

1. Identify errors in flow data and do not approve member agency flow-based vote allocation.

**Background**

Article 3, Section 8 of the Joint Water System By-laws states that each Commissioner representing a Member Agency shall have one vote for each unit of flow measured by the immediate prior year's water purchase. For these purposes, a unit of flow shall be determined by dividing the total flow of all Commissioners by 1000. Voting units shall be prorated, based on the above each year, but total voting units shall not exceed 1000 units plus one vote for each Member Agency.

**Discussion**

During calendar year 2024, the Joint Water System delivered an average of 18.30 million gallons per day for a total of 6,768,439,023 gallons to all member agencies. Factoring out sales to Clemson University of 413,041,615 gallons, sales used to calculate flow-based votes was 6,355,397,408 gallons. Per the By-Laws, total flow-based votes shall equal 1000 and shall be apportioned pro rata on sales. In addition to the flow-based votes, each Member Agency present shall receive 1 vote. With 14 Member Agencies, the Joint Water System votes will total 1014 when all are present. The new vote totals will be effective with votes taken after February 1, 2025.

## Vote Allocation 2025

| | 2025 Votes | | CY 2024 Sales | | 2024 Votes | |
|---|---|---|---|---|---|---|
| | *Flow* | *Total* | *Total Flow* | *Share* | *Flow* | *Total* |
| City of Anderson | 248 | 249 | 1,577,943,717 | 24.82% | 261 | 262 |
| Sandy Springs | 143 | 144 | 909,329,683 | 14.31% | 130 | 131 |
| Hammond | 132 | 133 | 837,567,815 | 13.18% | 128 | 129 |
| City of Clemson | 127 | 128 | 808,681,750 | 12.72% | 128 | 129 |
| West Anderson | 83 | 84 | 524,364,339 | 8.25% | 81 | 82 |
| Starr Iva | 65 | 66 | 414,960,465 | 6.53% | 70 | 71 |
| Big Creek | 57 | 58 | 361,515,434 | 5.69% | 53 | 54 |
| Broadway | 44 | 45 | 277,034,734 | 4.36% | 47 | 48 |
| Homeland Park | 37 | 38 | 236,560,098 | 3.72% | 37 | 38 |
| Williamston | 29 | 30 | 184,046,076 | 2.90% | 31 | 32 |
| Pendleton | 22 | 23 | 140,206,713 | 2.21% | 22 | 23 |
| Powdersville | 13 | 14 | 83,186,584 | 1.31% | 12 | 13 |
| Belton/Honea Path | 0 | 1 | 0 | 0.00% | 0 | 1 |
| Town of Central | 0 | 1 | 0 | 0.00% | 0 | 1 |
| Voting Flow | | | 6,355,397,408 | | | |
| Clemson University | 0 | 0 | 413,041,615 | | 0 | 0 |
| Total System Flow | 1000 | 1014 | 6,768,439,023 | 100.00% | 1000 | 1014 |

Approved by: Kendall Cleary, Accounting Manager

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# BOARD MEMORANDUM

January 8, 2025

**Subject**

Finance and Administration Report

**Discussion**

*Billing*

Meters were read on December 31, 2024, with average daily usage down 4.13% from last month and down 1.07% from last year. The average daily usage for each agency member is listed below.

| AGENCY | PREV.YR SAME MONTH | LAST MONTH | CURRENT |
|---|---|---|---|
| **# of Billing Days** | **28** | **32** | **29** |
| Anderson | 4,383,411 | 4,026,538 | 4,277,966 |
| Big Creek | 843,942 | 921,684 | 949,682 |
| Broadway | 759,365 | 684,082 | 712,066 |
| Clemson | 1,892,047 | 2,187,304 | 1,737,496 |
| Clemson University | 770,699 | 1,082,725 | 682,891 |
| Hammond | 1,698,970 | 2,045,683 | 1,873,600 |
| Homeland Park | 619,110 | 678,355 | 613,754 |
| Pendleton | 343,163 | 348,750 | 326,140 |
| Powdersville | 128,565 | 168,624 | 135,062 |
| Sandy Springs | 1,872,778 | 1,965,156 | 1,944,612 |
| Starr-Iva | 1,373,245 | 1,052,151 | 1,195,876 |
| West Anderson | 1,280,275 | 1,332,592 | 1,388,310 |
| Williamston | 466,151 | 462,654 | 419,076 |
| Total Average Daily Usage | **16,431,719** | **16,956,297** | **16,256,531** |

*Finance/Budget Summary*

For the month ending December 31, 2024, ARJWS is trending appropriately for revenues and expenses for the first (6) six months of the fiscal year.

See the Profit & Loss report for additional information.

*Safety Training*

**December**
**Subject:** **Powered Industrial Truck Training (PIT)**
**Training Date:** **December 12, 2024**
Onsite Attendance
In Person – 9

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 December 31, 2024**

| | Annual Budget | YTD Budget (6 months) | YTD Actual | 6+6 Year End Projection | Ideal Percentage | % of Budget | YTD Variance | |
|---|---|---|---|---|---|---|---|---|
| **Operating Revenue** | | | | | | | | |
| Operations and Maintenance | 7,293,900 | 3,646,950 | 3,655,325 | 7,302,275 | 50% | 50% | 8,375 | |
| Capital Charges | 5,206,053 | 2,603,027 | 2,603,027 | 5,206,053 | 50% | 50% | - | |
| Renewal and Replacement | | | | | | | | |
| Water System | 1,499,582 | 749,791 | 749,526 | 1,499,317 | 50% | 50% | (265) | |
| Pump Station | 67,764 | 33,882 | 33,911 | 67,793 | 50% | 50% | 29 | |
| Miscellaneous | 52,653 | 26,327 | 287,081 | 313,407 | 50% | 545% | 260,754 | A |
| Total Operating Revenue | 14,119,952 | 7,059,976 | 7,328,869 | 14,388,845 | | | | |
| **Operating Expenses** | | | | | | | | |
| Salaries and Wages | 1,901,000 | 950,500 | 919,414 | 1,869,914 | 50% | 48% | (31,086) | |
| Payroll Taxes and Employee Benefits | 830,200 | 415,100 | 432,411 | 847,511 | 50% | 52% | 17,311 | |
| Operations and Maintenance | | | | | | | | |
| Administrative Expenses | 358,600 | 179,300 | 86,053 | 265,353 | 50% | 24% | (93,247) | |
| Operations Expenses | | | | | | | | |
| Lab Supplies/Uniforms/Safety Equipment | 159,200 | 64,600 | 57,902 | 152,502 | 50% | 36% | (6,698) | |
| Chemicals | 1,190,700 | 592,850 | 589,665 | 1,187,515 | 50% | 50% | (3,185) | |
| Sludge and Chemical Disposal | 305,000 | 150,000 | 199,398 | 305,000 | 50% | 65% | 49,398 | |
| Utilities and Security | 1,598,900 | 799,450 | 791,805 | 1,591,255 | 50% | 50% | (7,645) | |
| Maintenance Expenses | 606,200 | 303,100 | 210,665 | 513,765 | 50% | 35% | (92,435) | |
| Professional Fees | 82,500 | 41,250 | 21,155 | 62,405 | 50% | 26% | (20,095) | |
| Insurance | 102,600 | 51,300 | 13,880 | 102,600 | 50% | 14% | (37,420) | |
| Debt Expenses | 5,406,053 | 2,612,243 | 2,634,217 | 5,406,053 | 50% | 49% | 21,974 | |
| Source Water Protection | 50,000 | 25,000 | 12,714 | 37,714 | 50% | 25% | (12,286) | |
| Miscellaneous Expenses | 109,000 | 54,500 | 67,568 | 122,068 | 50% | 62% | 13,068 | |
| Total operating expenses before depreciatio | 12,699,953 | 6,239,193 | 6,036,848 | 12,463,656 | | | | |
| **Net operating income** | 1,419,999 | 820,783 | 1,292,020 | 1,925,189 | | | | |
| **Raw Water** | | | | | | | | |
| Raw Water Income | 60,024 | 30,012 | 131,733 | 161,745 | | | | |
| Raw Water O&M Expenses | - | - | 130,221 | 130,221 | | | | |
| **Raw Water Operating Income** | 60,024 | 30,012 | 1,512 | 31,524 | | | | |
| **Non-Budget Impacting Items** | | | | | | | | |
| Junior Lien Bond Payments | 80,000 | 40,000 | 80,000 | 80,000 | | | | |
| Vehicle | 40,000 | 20,000 | 44,100 | 44,100 | | | | |
| Raw Water Pump #3 Repair | 177,000 | 177,000 | 183,865 | 183,865 | B | | | |
| Raw Water Pump #5 Repair | 61,000 | 30,500 | 38,572 | 61,000 | | | | |
| CBS Pump #5 | 39,000 | 19,500 | 15,000 | 39,000 | | | | |
| Clarifier #2 | 250,000 | 125,000 | 170,007 | 250,000 | | | | |
| Highview HVAC | 22,000 | 22,000 | 21,800 | 21,800 | | | | |
| SCIIP Grant Projects | 540,000 | 270,000 | 832,572 | 1,500,000 | | | | |
| | 1,209,000 | 704,000 | 1,385,917 | 2,179,765 | | | | |

| | Previous Month Cash Balances | Current Cash Balances | Days Cash on Hand |
|---|---|---|---|
| Operating Cash | 2,835,473 | 2,750,281 | 79 |
| Capital Project Fund | 4,980,333 | 4,816,497 | |
| System R&R Fund (Restricted) | 574,461 | 701,820 | |
| Pumped R&R Fund (Restricted) | 537,714 | 545,529 | |
| Raw Water O&M | 100,324 | 103,324 | |
| Raw Water R&R | 299,897 | 303,873 | |
| | 9,328,203 | 9,221,325 | |

**A:** Over projected revenue primarily due to $166k in interest income and $40k annual payment from Pioneer.
**B:** Raw Water Pump #3 repair is a rollover project from FY 2024.

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# BOARD MEMORANDUM

January 7, 2025

**Subject**

Operations and Maintenance Report

**Discussion**

As of January 7, 2025, Lake Hartwell's surface elevation was 657.84 ft, 2.16 ft. below full pool and 1.57 ft. above the guide curve. Raw water is being drawn from the top gate of the intake structure. Water temperature at the top gate is 53.0°F. Anderson Regional Water reached 100% of its settled water turbidity goals for the month of December. Raw water pH levels are relatively constant. Settled and finished water pH levels are normal. The maximum day for December water production was 46.0% of finished water capacity.

**Operations and Maintenance Highlights**

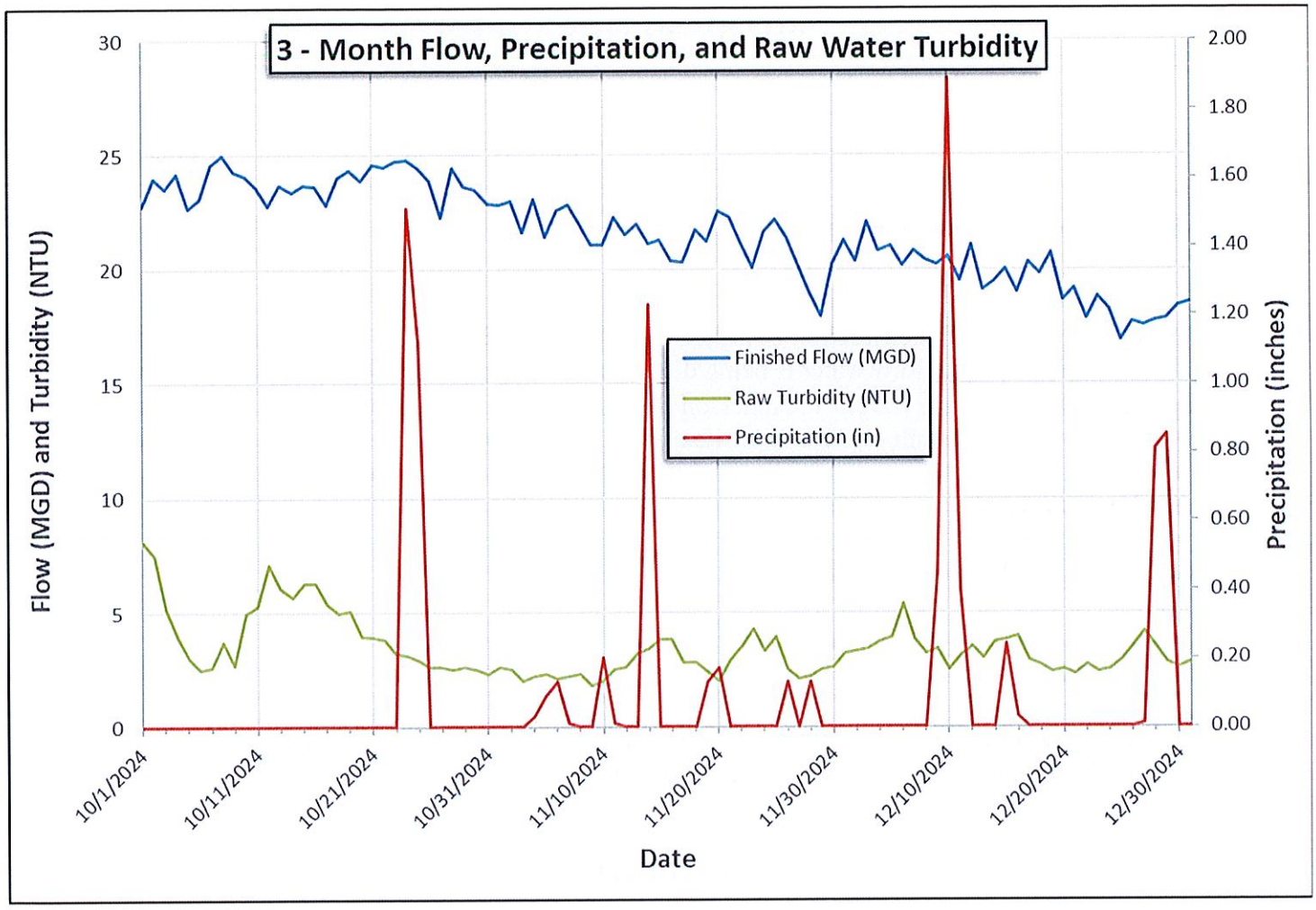
- Upgraded Filter 6, 7, 11 PLCs and RTU 3
- Completed operator proficiency testing

In addition to water quality sampling for the Lake Hartwell Water Treatment Plant, Anderson Regional Water staff processed 278 Total Coliform distribution samples for local entities during the month of December.

**Water Quality Data**

| | Raw | Settled | Finished |
|---|---|---|---|
| pH | 7.10 | 6.61 | 7.13 |
| Turbidity (NTU) Range | 5.4 – 2.3 | 1.0 – 0.52 | 0.03 – 0.05 |
| Turbidity (NTU) Average | 3.21 | 0.82 | 0.03 |
| Turbidity (NTU) Exceedance | - | 0% | 0% |
| Total Organic Carbon | 1.99 | - | 0.98 |
| Fluoride Average (ppm) | - | - | 0.00 |
| Phosphate Average (ppm) | - | - | 0.50 |
| Residual Disinfectant (ppm) | - | - | 1.75 |
| TTHM (DBP) | - | - | 2.45 ppb |
| Methylisoborneol (MIB) | - | - | - |
| Geosmin | - | - | - |

## Weather Data



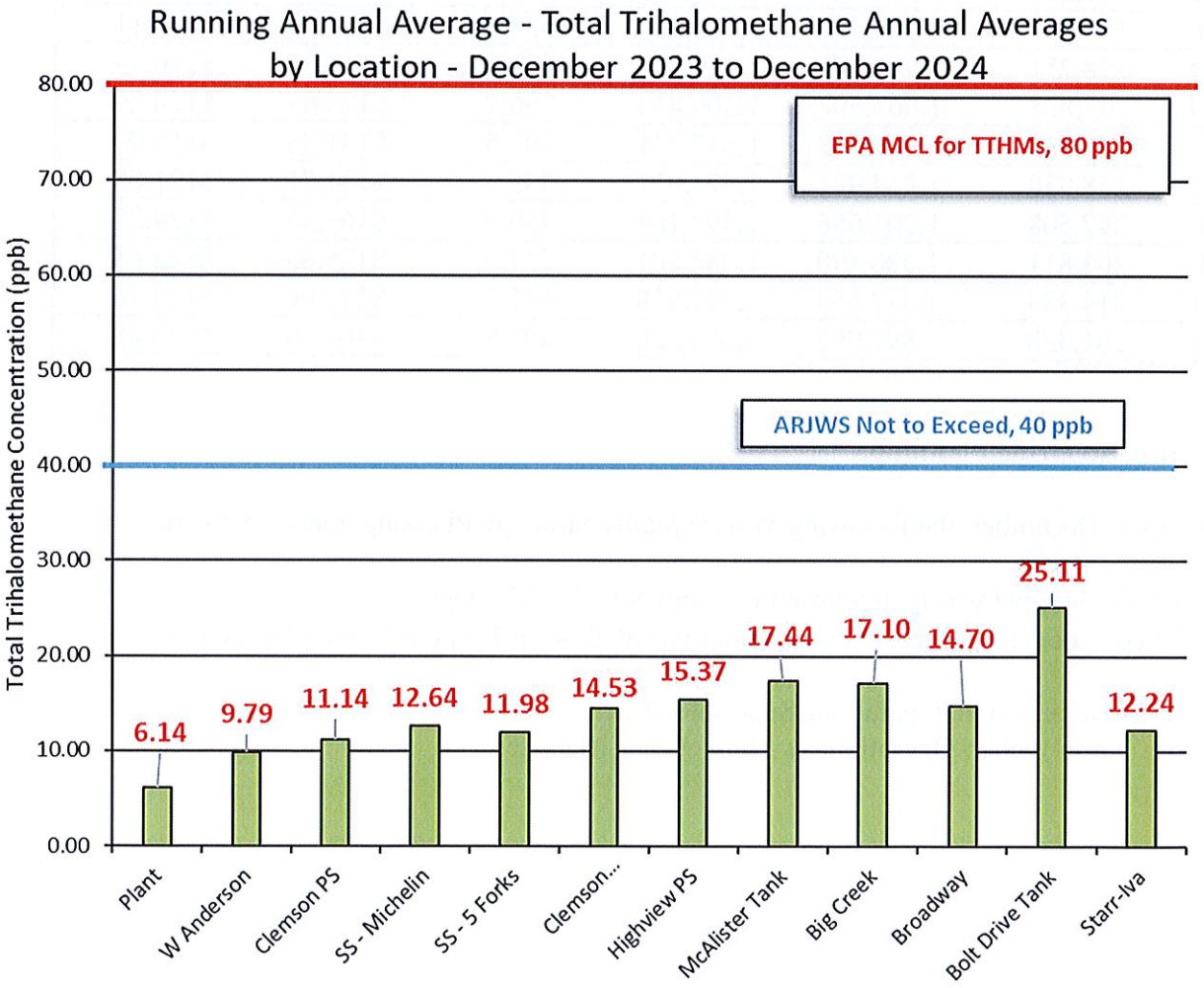

| | Minimum | Maximum | Total |
|---|---|---|---|
| Rainfall | 0.00 in. | 1.89 in. | 4.68 in. |
| Temperature | 19.2° F | 72.9° F | N/A |
| Humidity | 26% | 99% | N/A |

## Water Production Data

| | Average | Minimum | Maximum | Total |
|---|---|---|---|---|
| Raw Water | 19,763,000 | 16,750,000 | 23,100,000 | 612,659,000 |
| Finished Water | 19,476,000 | 16,896,000 | 22,077,000 | 603,764,000 |
| Finished Max Capacity | 40.6% | 35.2% | 46.0% | |

**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 December, ARJWS treated 603,764,000 gallons of water at a power cost of $104.59 per million gallons produced. The 12-month running annual average is currently $123.48.

**Monthly Power Consumption Data**

| Month | On Peak kWh | Off Peak kWh | Total kWh | Finished Water MG | $/ MG | 12 month Average |
|---|---|---|---|---|---|---|
| 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 |
| Aug – 24 | 258,930 | 1,214,981 | 1,473,911 | 845.3 | $134.71 | $121.06 |
| Sep – 24 | 297,508 | 1,201,656 | 1,499,164 | 750.9 | $165.25 | $124.23 |
| Oct – 24 | 203,811 | 1,080,390 | 1,284,201 | 737.2 | $125.65 | $123.65 |
| Nov – 24 | 214,384 | 1,027,554 | 1,241,939 | 641.3 | $112.96 | $123.76 |
| Dec – 24 | 201,328 | 891,992 | 1,093,320 | 603.8 | $104.59 | $123.48 |

## Water Quality Strategic Planning

For the month of December, 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: Chris Weber, Operations & Maintenance Manager