



## Operations & Planning Committee Meeting

OJRSA Board Room

November 18, 2020 at 11:00 a.m.

**NOTE SPECIAL MEETING TIME**

**Meeting attendees are required to wear face coverings that meet CDC and DHEC guidelines to access OJRSA facilities.** Visitors must also have their temperature checked with a non-contact infrared thermometer prior to entry. An alternate arrangement for participating in the meeting will be made for those who have COVID-19 symptoms.

### Agenda

- A) **Call to Order** – Bob Faires, Committee Chair
- B) **Public Session** – Receive comments relating to topics on this agenda. Session is limited to a maximum of 30 minutes with no more than 5 minutes per speaker.
- C) **Presentation and Discussion Items**
  - 1. Capital and other large projects update; Chris Eleazer, Director
  - 2. Discuss developing a policy that requires all new or substantially renovated multi-family housing facilities greater than four collective units to have separate grease waste lines and an appropriately sized fats, oils, and grease interceptor; Chris Eleazer, Director
  - 3. Consider ownership and maintenance of private sewer laterals existing between the edge of easement and connection with OJRSA sewer; Chris Eleazer
  - 4. Per request of the Finance & Administration Committee and Commissioner Brian Ramey, discuss Member City costs in regards to collection system operation and maintenance; Chris Eleazer, Director
- D) **Action Items to Recommend to the Board for Consideration**
  - 1. Consider draft policy that allows for the consideration of a sewer tap to be offered to property owners in exchange for a sewer easement or right-of-way in areas where OJRSA is the retail sewer provider (see Agenda Attachment #2); Chris Eleazer, Director
- E) **Compliance Issues and Concerns** – Chris Eleazer, Director
- F) **Executive Director's Report and Discussion** – Chris Eleazer, Director
- G) **(If Necessary) Executive Session** *NOTE: Upon returning to open session, the Board may take action on matters discussed in executive session.*
  - 1. Update on DHEC Notice of Alleged Violation [Per Section 30-4-70(a)(2): Receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the agency of a claim.]
- H) **Upcoming Meetings**
  - 1. Board of Commissioners – December 7, 2020 at 3:30 p.m.
- I) **Adjourn**



**FY 2021 Capital Projects**

ACTUAL CAPITAL PROJECT MILESTONES												
	FY CapEx Priority	% Complete	Anticipated Completion	Cap Budget Amount (\$)	Received Quotes/Bids/RFQ/etc.	PO or Contract Signed	Started Work	Completed	Cap Obligated /Spent (\$)	Cap Budget Remaining (\$)		
<b>CRF Projects (Project Manager)</b>												
<i>Emergency - Speeds Creek Force Main 36 LF DIP Replacement (MD)</i>	Emerg	100%	N/A	12,000	Emergency	Emergency	9/8/2020	9/9/2020	11,600	400		
<i>Emergency - Speeds Creek Force Main 36 LF DIP Replacement (MD)</i>	Emerg	100%	N/A	10,000	Emergency	Emergency	10/30/2020	10/31/2020	7,789	2,211		
<i>Unexpected Damage - Severe Roof Damage at Sludge Press/MCC 2 Building (SH)</i>	Emerg	0%	TBD		Unexpected	Unexpected			0	0		
<i>Unexpected Damage - Damage to Mixer/ Motor Mount at Digester #2 (SH)</i>	Emerg	0%	TBD		Unexpected	Unexpected			0	0		
NPDES Requirements for PER Submittal & Polymer System POL-SYS-1 Replacement (SH)	2021-01	20%	11/15/2020	160,000	Multiple Replacement Items	Multiple Replacement Items	3/16/2020		0	160,000		
Grit Classifier Replacement (SH)	2021-02	25%	1/15/2021	258,076	6/9/2020	7/9/2020			245,787	12,289		
Miscellaneous Valves and Gates Replacement (SH)	2020-03	60%	N/A	100,000	Multiple Replacement Projects this Year at WRF				89,502	10,498		
Recirculation Pump IR-P-1 Replacement (SH)	2020-04	10%	3/15/2020	34,000	11/26/2019	4/10/2020			21,841	12,159		
Replace Lights at WRF Structures (MD)	2020-07	80%	4/30/2020	30,000	Multiple Replacement Items		3/17/2020		157	29,843		
Rehabilitate Secondary Clarifier #1 Floor SCLR-PE-1 (SH)	2020-18	33%	4/30/2020	25,000	5/12/2020	5/12/2020	6/9/2020		19,445	5,555		
				TOTAL BUDGETED:	629,076		TOTAL CRF OBLIGATED/ACTUAL TO DATE:		396,121			
				BUDGET OBLIGATION REMAINING AS OF DATE PRINTED (Cap Budget Amount minus Cap Obligated/Spent):								232,955

**FY 2021 O&M Projects**

*No carryover to FY 2022*

ACTUAL O&M PROJECT MILESTONES												
	FY O&M Priority	% Complete	Anticipated Completion	O&M Budget Amount (\$)	Received Quotes/Bids/RFQ/etc.	PO or Contract Signed	Started Work	Completed	O&M Obligated /Spent (\$)	O&M Budget Remaining (\$)		
<b>O&amp;M Projects (Project Manager)</b>												
Arc Flash 70E Assessment of All OJRSA Facilities (MD)	2021-01	100%	3/30/2021	17,500	2/2/2020	7/29/2020	8/19/2020	10/14/2020	16,500	1,000		
Flat Rock Gravity Sewer SSES (Sanitary Sewer Evaluation Survey) & Rehab (SH)	2021-02	20%	10/2/2020	80,000	When large project begins	When large project begins	8/19/2020		3,090	76,910		
CMOM Audit (CE)	2021-03	0%	6/30/2021	80,760	9/22/2020				736	80,024		
Clean Dirt & Debris from WRF Tanks (SH)	2021-04	0%	6/30/2021	100,000					0	100,000		
Flat Rock Pump Station and Basin Assessment (CE)	2021-05	60%	11/30/2020	18,000	7/13/2020	7/16/2020	8/3/2020		7,042	10,958		
				TOTAL BUDGETED:	296,260		TOTAL O&M OBLIGATED/ACTUAL TO DATE:		27,368			
				BUDGET OBLIGATION REMAINING AS OF DATE PRINTED (Cap Budget Amount minus Cap Obligated/Spent):								268,892

**FY 2021 Capital Projects**

CRF Projects (Project Manager)	Notes
<b>Emergency - Speeds Creek Force Main 36 LF DIP Replacement (MD)</b>	Contractor made emergency repair to Speeds Creek force main that was discovered 9/8/2020. The 40-year old DIP leaked 19,350 gallons of wastewater before repair could be made. This was an unbudgeted CRF expense. F&A Comm approved payment from CRF 9/28/2020.
<b>Emergency - Speeds Creek Force Main 36 LF DIP Replacement (MD)</b>	Contractor made emergency repair to Speeds Creek force main that was discovered 10/30/2020. The 40-year old DIP leaked 300 gallons of wastewater before repair could be made. This was an unbudgeted CRF expense. F&A Comm approved payment from CRF 11/16/2020.
<b>Unexpected Damage - Severe Roof Damage at Sludge Press/MCC 2 Building (SH)</b>	Added by Staff 10/12/2020. 40 year old metal roof deck rusted through from above and in need of replacement. Have placed tarp over area with hope it will temporarily stop leaks. Receiving quotes for repair and replacement.
<b>Unexpected Damage - Damage to Mixer/ Motor Mount at Digester #2 (SH)</b>	Added by Staff 10/12/2020. Dig #2 Philadelphia mixer and motor pulled itself from anchor on platform 10/10/2020. Damage to concrete platform is significant. Cause: Blades broke. Jonathan Hunt with Phila Mixer assessed 10/28/2020. They will give options.
<b>NPDES Requirements for PER Submittal &amp; Polymer System POL-SYS-1 Replacement (SH)</b>	(1) Replace mixers in holding tanks [Digester #2 complete, still need to repair Digester #1 shaft]; (2) R/R P-51 & P-52; (3) R/R Polymer Feed Pump #1 P-162 & POL-SYS-1 quote (\$70,000+); and (4) R/R WAS-P-1B [Replaced 5/12/2020]. Crane needed for mixer.
<b>Grit Classifier Replacement (SH)</b>	Approved submittal for Auma grit valve and approved its installation to replace existing grit separator on 9/28/2020. New classifier in production has been delayed due to COVID-19 and it will be delivered sometime mid-1/2021 instead of first week of 12/2020.
<b>Miscellaneous Valves and Gates Replacement (SH)</b>	Major Projects: New CDB slide gates for clarifier distribution box scheduled for 11/30/2020; Gate drain valve Secondary Clarifier #1 replaced 6/9/2020; Gate valve Digester #1; & Check valves/gate IR Pump. Purchases: TEC, HDH, & Greenstone
<b>Recirculation Pump IR-P-1 Replacement (SH)</b>	Examining check and gate valves. Will reconnect guide, set pump when system is shut down for contractor in to demo the old gates. May need a crane - pay SL&W to do it??
<b>Replace Lights at WRF Structures (MD)</b>	Two lights installed week of 8/7/2020. Two additional outdoor lights to be ordered and installed soon.
<b>Rehabilitate Secondary Clarifier #1 Floor SCLR-PE-1 (SH)</b>	PEA/Richard Kapp PE. Recommendations--(1) remove broken grout and re-level basins, (2) reset weir assemblies, and (3) troughs need to be cleaned, resurfaced, and cracks sealed. Settling of tanks seems to have stopped. Need additional \$ for construction.

**FY 2021 O&M Projects**

*No carryover to FY 2022*

O&M Projects (Project Manager)	Notes
<b>Arc Flash 70E Assessment of All OJRSA Facilities (MD)</b>	All labels applied at WRF and offsite stations by 10/2/2020. Training performed 10/14/2020.
<b>Flat Rock Gravity Sewer SSES (Sanitary Sewer Evaluation Survey) &amp; Rehab (SH)</b>	Staff received CCTV training. R/W prep work started 8/19/2020. Survey received 10/23/2020. CCTV and cleaning complete by OJRSA staff 10/27/2020. Received recommendations for raising. Will get quotes.
<b>CMOM Audit (CE)</b>	WK Dickson scheduled to meet with OJRSA staff around 12/1/2020 to initiate project. Budget amount includes engineering program assistance (\$760).
<b>Clean Dirt &amp; Debris from WRF Tanks (SH)</b>	Plan to empty tank, schedule machine work for mixer shaft, crane to remove shaft, contractor to remove debris while shaft out.
<b>Flat Rock Pump Station and Basin Assessment (CE)</b>	Met with engineer and Scott Parris on 9/8/2020 to discuss. Project currently in QC evaluation by engineer.

	Labor Costs		UTILITY COSTS		R&M COSTS		ACTUAL		CURRENT PRO RATA METHOD		
	Estimated Annual	CY 2019	CY 2020 YTD	FY 2019	FY 2020	Total Cost to Service	% of Actual Cost to Serve	What City Paid	City's Pro Rata %	Δ Actual & Pro Rata	
Cryovac PS	\$ 1,865	\$ 1,390	\$ 966	\$ 1,284	\$ 549	\$ 6,054	0.82%	---	---	---	
Davis Creek Road #1 PS	\$ 2,434	\$ 2,673	\$ 3,455	\$ 320	\$ 4,725	\$ 13,606	1.85%	---	---	---	
Davis Creek Road #2 PS	\$ 2,402	\$ 6,888	\$ 5,876	\$ 921	\$ 4,150	\$ 20,237	2.76%	---	---	---	
Halfway Branch PS	\$ 1,422	\$ 1,160	\$ 823	\$ 5,834	\$ 104	\$ 9,344	1.27%	---	---	---	
ISS PS	\$ 2,434	\$ 895	\$ 1,001	\$ 7,213	\$ -	\$ 11,543	1.57%	---	---	---	
Martin Creek PS	\$ 62,335	\$ 69,147	\$ 54,180	\$ 23,742	\$ 13,811	\$ 223,216	30.40%	---	---	---	
Millbrook PS	\$ 2,892	\$ 1,927	\$ 1,991	\$ 1,038	\$ 1,797	\$ 9,645	1.31%	---	---	---	
Pelham Creek PS	\$ 1,217	\$ 1,292	\$ 1,092	\$ 376	\$ 427	\$ 4,403	0.60%	---	---	---	
Perkins Creek PS	\$ 6,038	\$ 52,023	\$ 39,361	\$ 9,317	\$ 1,277	\$ 108,017	14.71%	---	---	---	
Richland Creek FMS	\$ 1,328	\$ 499	\$ 313	\$ 751	\$ 793	\$ 3,685	0.50%	---	---	---	
Seneca Creek PS	\$ 8,124	\$ 26,853	\$ 24,372	\$ 7,406	\$ 30,305	\$ 97,059	13.22%	---	---	---	
Speeds Creek PS	\$ 9,009	\$ 39,550	\$ 34,539	\$ 17,488	\$ 2,169	\$ 102,755	13.99%	---	---	---	
Wexford PS	\$ 2,434	\$ 2,265	\$ 1,937	\$ 7,142	\$ -	\$ 13,778	1.88%	---	---	---	
<b>Seneca TOTALS</b>	\$ 103,934	\$ 206,562	\$ 169,907	\$ 82,832	\$ 60,106	\$ 623,341	84.89%	\$ 432,850	58.95%	\$ 190,491	
Cane Creek PS	\$ 3,129	\$ 22,706	\$ 18,302	\$ 2,125	\$ 1,485	\$ 47,748	6.50%	---	---	---	
Colonel's Fork FMS (1/2)	\$ 1,233	\$ 313	\$ 223	\$ 393	\$ 437	\$ 2,598	0.35%	---	---	---	
Flat Rock PS	\$ 4,742	\$ 11,134	\$ 9,281	\$ 7,141	\$ 1,035	\$ 33,331	4.54%	---	---	---	
<b>Walhalla TOTALS</b>	\$ 9,104	\$ 34,153	\$ 27,805	\$ 9,659	\$ 2,957	\$ 83,677	11.40%	\$ 180,336	24.56%	\$ (96,658)	
Choestosa PS	\$ 2,877	\$ 1,273	\$ 9,234	\$ 7,579	\$ 26	\$ 20,989	2.86%	---	---	---	
Colonel's Fork FMS (1/2)	\$ 1,233	\$ 313	\$ 223	\$ 393	\$ 437	\$ 2,598	0.35%	---	---	---	
Miller Branch FMS	\$ 1,233	\$ 472	\$ 375	\$ 787	\$ 793	\$ 3,660	0.50%	---	---	---	
<b>Westminster TOTALS</b>	\$ 5,342	\$ 2,058	\$ 9,831	\$ 8,759	\$ 1,256	\$ 27,247	3.71%	\$ 121,080	16.49%	\$ (93,833)	
<b>Combined TOTALS</b>	\$ 118,379	\$ 242,773	\$ 207,544	\$ 101,251	\$ 64,319	\$ 734,266	100%	\$ 734,266	---	---	

Estimated labor calculations on back of sheet

Approximate actual costs to serve each listed facility

Approximate amount paid by each city using the current pro rata share model

ESTIMATED ANNUAL LABOR COSTS (all hours at straight time)							
	Weekly PM (hr)	Monthly PM (hr)	Quarterly PM (hr)	Annual PM (hr)	Other (hr)	Avg Wage+ Benefits/hr	
<b>Seneca PS &amp; FMS</b>							
Cryovac PS	0.50	1.00	1.50	3.00	12	\$ 31.61	
Davis Creek Road #1 PS	1.00	1.00	1.00	3.00	6	\$ 31.61	
Davis Creek Road #2 PS	1.00	1.00	1.00	0.00	8	\$ 31.61	
Halfway Branch PS	0.50	0.75	1.50	1.00	3	\$ 31.61	
ISS PS	1.00	1.00	1.00	3.00	6	\$ 31.61	
Martin Creek PS	2.00	0.50	2.00	4.00	1,850	\$ 31.61	
Millbrook PS	1.00	0.25	0.50	0.50	34	\$ 31.61	
Pelham Creek PS	0.50	0.25	0.50	0.50	7	\$ 31.61	
Perkins Creek PS	2.00	3.00	2.50	6.00	35	\$ 31.61	
Richland Creek FMS	0.00	1.50	4.00	0.00	8	\$ 31.61	
Seneca Creek PS	1.50	1.00	2.00	3.00	156	\$ 31.61	
Speeds Creek PS	1.00	2.00	1.50	3.00	200	\$ 31.61	
Wexford PS	1.00	1.00	1.00	3.00	6	\$ 31.61	
<b>Seneca TOTALS</b>	<b>13.00</b>	<b>14.25</b>	<b>20.00</b>	<b>30.00</b>	<b>2,331</b>		
<b>Walhalla PS &amp; FMS</b>							
Cane Creek PS	1.00	2.00	2.00	3.00	12	\$ 31.61	
Colonel's Fork FMS (1/2)	0.00	1.50	4.00	0.00	5	\$ 31.61	
Flat Rock PS	1.00	2.00	2.00	3.00	63	\$ 31.61	
<b>Walhalla TOTALS</b>	<b>2.00</b>	<b>5.50</b>	<b>8.00</b>	<b>6.00</b>	<b>80</b>		
<b>Westminster PS &amp; FMS</b>							
Choestoea PS	1.00	1.50	2.00	3.00	10	\$ 31.61	
Colonel's Fork FMS (1/2)	0.00	1.50	4.00	0.00	5	\$ 31.61	
Miller Branch FMS	0.00	1.50	4.00	0.00	5	\$ 31.61	
<b>Westminster TOTALS</b>	<b>1.00</b>	<b>4.50</b>	<b>10.00</b>	<b>3.00</b>	<b>20</b>		
<b>Combined TOTALS</b>	<b>16.00</b>	<b>24.25</b>	<b>38.00</b>	<b>39.00</b>	<b>2,431</b>		



**RESOLUTION 2021-07**

**Sewer Taps in Exchange for Easements and Rights-of-Way**

**A RESOLUTION BY THE OCONEE JOINT REGIONAL SEWER AUTHORITY (OJRSA) OF SENECA, SOUTH CAROLINA, TO ADOPT A POLICY THAT ALLOWS FOR THE CONSIDERATION OF A SEWER TAP TO BE OFFERED TO PROPERTY OWNERS IN EXCHANGE FOR A SEWER EASEMENT OR RIGHT-OF-WAY IN AREAS WHERE THE OJRSA IS THE RETAIL SEWER PROVIDER.**

The Board of Commissioners of the Oconee Joint Regional Sewer Authority, does hereby resolve as follows:

**SECTION 1: POLICY**

The conditions for the OJRSA offering a tap are as follows:

1. Parcels where only a pressurized sewer main is to be installed are not eligible for a sewer tap.
2. The waiving of any impact or other fees is not permissible.
3. No more than one (1) tap is to be provided to the parcel, which is to be based on the property boundaries at the time the Agreement is presented to the property owner.
4. The tap shall not exceed four (4) inches in diameter. If a larger tap is needed, the property owner must pay the difference between the four (4) inch tap fee and the size they require. The amount they will be credited for will be based on the cost of a four (4) inch tap on the date the Agreement was executed. The amount owed will be based on the cost of the larger tap when it is applied for.
5. The offer of the sewer tap shall only apply as long as the pipeline which it was approved for is in use. It is not transferrable to any other current or future sewer line or parcel.
6. All other conditions must comply with OJRSA Sewer Use Regulations.

The OJRSA will either provide a sewer tap ("tap") at the time of construction or install a tap at its own expense connecting to the OJRSA's public gravity sewer system in exchange for a property owner entering into a binding Easement & Right-of-Way Agreement ("Agreement") with the OJRSA. The offer of a tap can be made in whole or as a part of other compensation or considerations as recommended by either a licensed professional consultant in the state of South Carolina (e.g., certified appraiser or registered engineer) or the OJRSA Executive Director without approval by the Board of Commissioners ("Board"); however, the Board must authorize the execution of any Agreement on behalf of the OJRSA.

**SECTION 2: RESOLUTION AS RULE OF LAW**

If any provision of this Resolution is held invalid, such invalidity shall not affect any other provision, or the applications thereof, which can be given effect without the invalid provision or application, and to this end the provisions of this Resolution are to be declared severable.

Passed and adopted by the Oconee Joint Regional Board of Commissioners, Seneca, South Carolina on this 7th day of December 2020. This Resolution shall take effect and be in force from the date of its passage.

\_\_\_\_\_  
**Scott Moulder, Chair**  
OJRSA Board of Commissioners

Attest: \_\_\_\_\_  
**Lynn Stephens, Secretary/Treasurer**  
OJRSA Board of Commissioners -and-  
OJRSA Office Manager

Approved as to form:

\_\_\_\_\_  
**Larry Brandt, OJRSA Attorney**

Date: \_\_\_\_\_

< OJRSA seal >

