

**TOWN OF RAVENEL
SEWER ADVISORY BOARD MEETING
WEDNESDAY, JANUARY 17, 2024
2:00 P.M.**

The Town of Ravenel Sewer Advisory Board Meeting was held Wednesday, January 17, 2024, 2:00 p.m. at 5962 Highway 165, Ravenel, South Carolina. The following members of the Board were present: Mayor Stephen W. Tumbleston, Chairman and Councilmember W. Buckey Waters (Mayor Pro Tempore), Councilmember Terry Wilkinson, Town Administrator and Planner Michael Hemmer, and Town Utility Engineer J.R. Toribio (Seamon, Whiteside, & Associates, Inc.). Also, in attendance was Mihaela Coopersmith (Manager, Raftelis) and Ryne Phillips (Senior Civil Engineering Team Leader, Seamon, Whiteside, & Associates, Inc.).

The media and public were duly notified of the date, time, and place of the meeting.

1. CALL TO ORDER/ROLL CALL

Chairman Waters called the meeting to order at 2:00 p.m. A quorum was present to conduct business. The Lord's Prayer and the Pledge of Allegiance were recited by attendees.

2. MAYOR/CHAIRMAN COMMENTS

None.

3. APPROVAL OF AGENDA

a. Recusals/Conflicts of Interest

None.

4. APPROVAL OF MINUTES

a. May 10, 2023

Councilmember Wilkinson made a motion to approve the May 10, 2023, Sewer Advisory Board Meeting Minutes; this motion was seconded by Mayor Tumbleston. All voted in favor. Motion passed unanimously (5-0).

5. OLD BUSINESS

None.

6. NEW BUSINESS

a. Sewer Rates

Board Members discussed impact fees and rates, maintenance of pump stations, new developments, residential and commercial sewer customers, Charleston Water System expenditures, Town of Hollywood expenses, and the annual sewer budget.

In addition, Board Members reviewed preliminary data from Carolina Lift Stations regarding the Town's wastewater collection system (*Attachment 1*).

b. Sewer Grant Planning

Board Members are currently seeking grant funding opportunities for the sewer system. A grant application will be drafted in preparation to apply for the South Carolina Infrastructure Investment Program (SCIIP) award.

7. PUBLIC COMMENTS (3 MINUTES)

Micah and Olivia McCarty of 5634 Golden Rice Lane, expressed concern about livestream access being unavailable for this meeting. In addition, Mr. McCarty inquired about there not being a secretary present at the meeting for notetaking and minutes purposes. Mrs. McCarty shared that certain information and documents that should be public aren't available on the website or by any other means.

8. ADJOURNMENT

Councilmember Wilkinson made a motion to adjourn the meeting at 3:16 p.m.; this motion was seconded by Mayor Tumbleston. All voted in favor. Motion passed unanimously (5-0).



Ravenel, SC Wastewater Collection System

Exhibit A Fixed Fee Costs

Annual Fees (includes personnel, equipment, trucks, & mileage)				
Service Type	Service Description	Units	Unit Cost	Annual Cost
Weekly Check	Check each station every week. Test controls, pump out well with station pumps, record readings, clean floats as needed, verify telemetry operation.	40 weeks (5 stations @ \$95)	\$475	\$19,000
Monthly Inspection	Monthly Maintenance Service (per CLS task list) & inspection of air release valves for operability.	12 months (5 stations @ \$315)	\$1,575	\$18,900
Annually PM, Force Main Inspection & Backflow Test	Preventative Maintenance Service (per CLS task list),	5 stations	\$1,591	\$7,955
Wet Well Cleaning	Annual Wet Well Pressure Wash & Cleaning	5 stations	\$1,365	\$6,825
Telemetry Monitoring	Monitor telemetry system, review weekly runtime, alert, alarm, and managers reports.	52 weeks	\$42	\$ 2,184
Telemetry Monitoring	Daily monitoring of telemetry system.	365 days	Included	Included
Administrative Reporting	Data entry and management, reconciling operational reports, weekly, monthly, and PM reporting, and budgeting.	12 months	\$210	\$2,520
Annual Fees Total				\$ 57,384
Per month (\$57,384 / 12)				\$ 4,782

These amounts do not include; repairs, replacements, emergency response costs, or fees for specialized services. The Town of Ravenel agrees to pay Carolina Lift Stations, LLC these additional amounts on a monthly basis.



Ravenel, SC Wastewater Collection System

Exhibit B

Procedure for Approval and Payment Schedule

1. Carolina Lift Stations, LLC (“CLS”) will submit two Monthly invoices to Ravenel on the 1st of each month.
 - a. The first invoice will include the Monthly Fee for the upcoming month.
 - b. The second invoice will include Additional Charges for specialized and emergency services performed during the previous month.
2. Each Monthly Fee Invoice will include the fixed Monthly Fee for the upcoming month, which equals one-twelfth of the Fixed Annual Fee. The Monthly Fee Invoice, due on or before the 15th of each month is \$ 4,782.
3. Each Additional Charges invoice will include itemized costs for additional services and emergency response completed during the prior month.
4. Repairs / Replacements / Emergency Services – Labor services and equipment costs will be as follows:

Additional Services - Repairs / Replacements / Emergency Service

LABOR RATES	
Single Tech	\$ 105 / hour
Second Tech (same truck)	\$ 75 / hour
Electrical Tech	\$ 125 / hour
Confined Space Entry Crew	\$ 255 / hour
Underground Construction Crew (up to 8' depth)	\$ 565 / hour (composite rate, includes equipment)
Underground Construction Crew (8'-16' depth)	\$ 856 / hour (composite rate, includes equipment)
Field Supervisor	\$ 120 / hour
Administrative	\$ 70 / hour
Professional Services	\$ 120 / hour
After Hours	\$ 1.5 times hourly rates
<p>CLS standard hours of operation are Monday through Thursday, 8am – 5pm and Friday 8am – 1pm. “After hours” includes all hours outside CLS standard hours of operation and all Federally recognized holidays.</p>	
EQUIPMENT RATES	
Confined Space Equipment Fee	\$ 200 / day
Sewer Plugs (4” – 18” pneumatic), each	\$ 75 – 125 / day
Track hoe (8000lb)	\$ 500 / day
Equipment Trailer (7 ton)	\$ 100 / day
Dump Truck (2 ton)	\$ 400 / day
Crane Truck (5 ton)	\$ 800 / day

Small Engine / Electric Equipment (CLS owned)	\$ 75 / day
Mini skid steer (with attachments)	\$ 350 / day
Off highway vehicle (UTV)	\$ 225 / day
Camera Truck / TV Inspection	\$ 375 / hour
Septic Service (plus disposal fee)	\$ 525 / hour
Vacuum Truck Disposal (per truck load)	\$ 557.75 / load

Parts / Other Direct Costs	
Replacement Parts / Equipment / Subcontractors	Cost plus 20%
Per diem (per person)	\$ 325 / night
Consumable / Environmental Fee	\$ 15 per hour of labor invoiced
Mileage (Dump Truck & 5-ton crane truck)	\$ 2 / mile
Mileage (standard utility service trucks)	\$ 2 / mile
Mileage rates are port to port from CLS office or a portion thereof as determined by the location of the crew at the time they are dispatched to the response location.	

- a. Approval for Additional Services is automatically given by the Town to CLS during execution of the maintenance program or any Emergency Service for:
 - i. replacement of any worn or damaged parts deemed critical to the proper operation of the station
 - ii. completion of non-critical minor repairs (parts and labor less than \$1000.00).
 - b. Approval for Emergency Services is automatically given by the Town to CLS when notice of an emergency situation or complaint, by phone, MISSION / SCADA alarm, email, or fax, is received by CLS. CLS will respond with minimal, but appropriate personnel and equipment to evaluate and deal with the emergency, this would include automatic authorization to engage a vacuum truck to respond to either a sewage overflow or imminent overflow.
 - i. Once the immediate emergency is evaluated and contained and before significant repairs (greater than \$1,000) are begun or replacement equipment is ordered, approval by a prior designated Town employee to CLS must be obtained prior to undertaking such additional work or purchasing replacement parts or equipment.
5. Recurring / Renewal and Capital Projects: Upon request of the Town for either specific projects or a prioritization of projects as determined by CLS, CLS will submit a written proposal to the Town for any work estimated at greater than \$1,000. Approval for each such project must be given by the Town to CLS by a prior designated Town employee prior to starting of any work or purchasing of any equipment or parts. Upon completion of such project, or upon completing a portion of the project for projects that are scheduled to last more than one month, an itemized accounting will be included in the next Monthly invoice to the Town.

ERU or "taps"
1816.92

Current Verified GPD Allocation Balance: 545,076

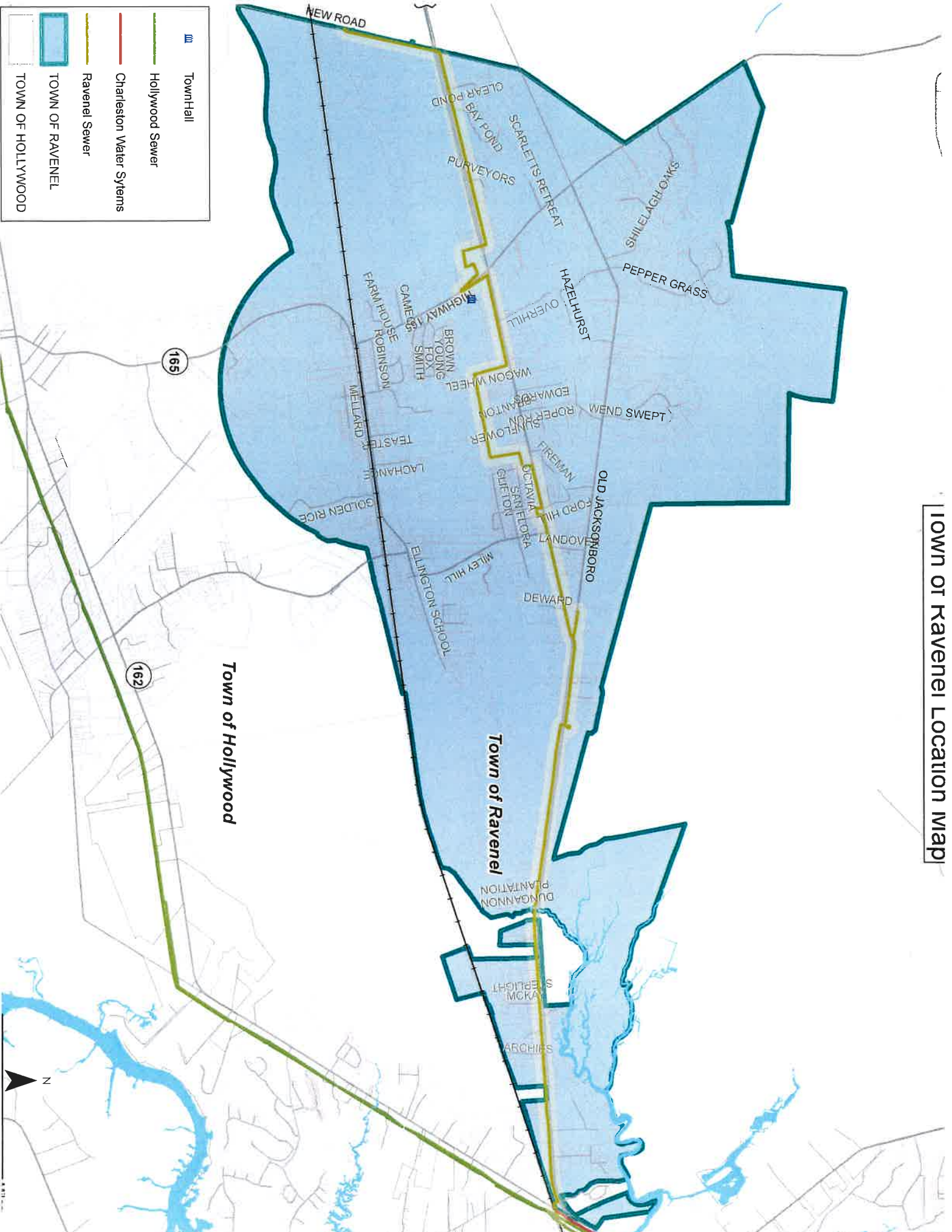
	Total Acreage	Proposed Residential Units	Residential GPD	Commercial GPD	Total GPD Requested	Total ERU Requested	GPD Remaining	
PENDING PROJECTS								
Johnson / Spring Grove Commitment	-	-	-	-	100,000	333.33	445,076	1483.59
Golden Grove	171.17	381	114,300	33,000	147,300	491	297,776	992.59
Tea Farm	396.00	400	120,000	24,000	144,000	480	153,776	512.59
Preserve at Ravenel	752.00	350	105,000	-	105,000	350	48,776	162.59
Dyal Tract					1,800	4.43	46,976	156.59
FUTURE TOWN PROJECTS								
Future Development on 17					21,000	70	46,976	156.59
Affordable Housing Initiative					21,000	70	25,976	86.59
POTENTIAL DEVELOPMENTS								
RV park		0	0	4,800	4,800	16	4,976	16.59
Additional Dyal Tract Building					600	2	176	0.59
							-424	-1.41

The line from Pump Station #4 to #3 is a 6" force main that can handle: 259,200 GPD

Committed to Spring Grove: -100,000
 Committed to Golden Grove: -147,300
 RV park?: -4,800
 Remaining 6" line capacity: 7,100

23.67

Town of Ravenel Location Map





Mayor Stephen Tumbleston

W. Buckey Waters

Terry Wilkinson

J.R. Toribio

Minutes transcribed from tape and respectfully submitted by: Mikayla White, Clerk-Receptionist