

EAST LINCOLN COUNTY WATER & SEWER DISTRICT	MINUTES SEPTEMBER 22, 1997
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The Lincoln County Board of County Commissioner met as the governing body of the East Lincoln County Water and Sewer District at the Citizens Center, Third Floor, 115 West Main Street, Lincolnton, North Carolina, the regular place of meeting at 6:30 p.m. on September 22, 1997. The following were present:

Louis E. McConnell, Chairman
James A. Hallman, Vice Chairman
Terry L. Brotherton
Larry S. Craig
Beth H. Saine

Jeff Taylor, Assistant County Attorney
Richard French, County Manager

Also present were Doug Chapman, County Engineer, Jack Chandler, Director of Public Service, and Amy S. Long, Clerk to the Board.

CALL TO ORDER

Chairman McConnell called the September 22, 1997 meeting of the East Lincoln County Water and Sewer District Board to order.

ADOPTION OF AGENDA

Chairman McConnell presented the September 22, 1997 agenda of the East Lincoln County Water and Sewer District Board for adoption.

**AGENDA
EAST LINCOLN COUNTY WATER & SEWER DISTRICT
BOARD OF COUNTY COMMISSIONERS
Governing Body
LINCOLN COUNTY, NORTH CAROLINA**

September 22, 1997

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| | 6:30 PM | Call to Order |
| 1. | 6:30 PM | Adoption of the Agenda |
| 2. | 6:30 PM | Approval of Minutes |

May 19, 1997
August 18, 1997

3. 6:35 PM Impact Fees
4. 6:45 PM Grinder Pump Maintenance Program -- Doug Chapman
5. 6:50 PM Other Business

Adjourn

Commissioner Larry Craig motioned that the agenda of the September 22, 1997 East Lincoln County Water and Sewer District Board be adopted.

Seconded by Commissioner James Hallman.
Unanimously approved.

APPROVAL OF MINUTES

May 19, 1997
August 18, 1997

Chairman McConnell presented the minutes of May 19, 1997 and August 18, 1997 meetings.

A motion by Commissioner Terry Brotherton to approve the minutes of May 19, 1997 and August 18, 1997 meetings.

Seconded by Commissioner Larry Craig.
Unanimously approved.

IMPACT FEES

Doug Chapman, County Engineer, discussed impact fees on water and sewer. He said that he talked with Institute of Government and there is no Legislation that governs Impact fees for sewer. It is typically covered under a capacity fee, where a fee is charged to a customer based on anticipated usage, to reserve capacity in an existing plant or build or expand plants in the future. There are no guidelines that specify how the money is to be distributed. There is already an established availability fee, which for existing customers pays for improvements to the sewer district.

Doug Chapman spoke about fees on new construction, being applied when the building permit is issued. The Institute of Government advised him not to tie it into where the fee is paid for a building permit. It would be a fee imposed by the Public

Works Department as part of the application process, prior to connection to the system by the customer.

Doug Chapman, County Engineer, stated that he had looked at what the costs would be to expand the current Wastewater Treatment Plant. To double the capacity, another 750,000 per day, it would cost \$3 million to expand. That represents a cost of \$4 per gallon per day. Typically, a single-family residence sewer flow is designed at 360 gallons per day. Other factors include out-fall costs and pump stations.

Commissioner Terry Brotherton asked if a portion of the fees could be used for existing debt, since there are not any guidelines on ways money has to be spent.

Doug Chapman stated that if the County was charging the Capacity charges and not setting the money aside for future expansion, it could be used to pay for expansion at existing treatment plant, which represents the existing debt. He commented that capacity fees would be charged for all new structures built.

Commissioner Terry Brotherton mentioned provisions for mobile homes and caregivers. Doug Chapman stated that the policy created would include provisions.

Rick French, County Manager, stated that Doug Chapman could draw up a written policy and talked about having a public hearing on this.

Commissioner Larry Craig stated that the undue burden that has been placed on the people in the sewer district who did not vote on it. This impact fee would make it easier on those people.

Doug Chapman stated that he would draw up a draft proposal in the next few weeks.

GRINDER PUMP MAINTENANCE PROGRAM – DOUG CHAPMAN

Doug Chapman, County Engineer, presented the following memorandum:

MEMORANDUM

Date: September 15, 1997

To: Richard French, County Manager

From: Douglas Chapman, County Engineer

Subject: Grinder Pump Maintenance Program
East Lincoln County Water & Sewer District

The Public Works Department staff has investigated the establishment of a grinder pump maintenance program for customers. We feel such a program would be beneficial to customers, be an added marketing tool, and generate additional revenue for the District.

Our initial proposal includes two preventive maintenance service calls per year, and any service repair work. One preventive maintenance call would include a visual inspection of the basin and control panel, as well as testing the pump through its normal cycles. The second call would include these checks as well as cleaning the pump basin. Any other necessary repairs would be performed on the unit as well. Parts required for service calls would be included with the maintenance contract, with the exception of the pump itself. By excluding the pump from the contract the monthly fee can be significantly reduced.

With two new sewer maintenance workers being added, and the repair equipment we already have on hand, we will only require a limited amount of additional maintenance equipment. We are currently investigating the needs, and looking for equipment to match those needs. With low pressure sewer and grinder pumps being a relatively scarce sewer collection system, package repair equipment is hard to find. No exact figures have been determined for the cost of additional equipment, but this additional equipment, would be required in any circumstance, with the warranty work we are currently performing. Currently, most customers call our Department when there is a problem with the system, though many times, the problem is on the customers side of the service box. With our personnel being proficient in troubleshooting and repairing pump systems, it appears to be natural that we offer a maintenance program. The program should also increase District revenues.

Based on the man hours estimated for the preventive maintenance service calls, and anticipated repair calls, we propose the monthly fee for such a maintenance contract to be \$12. The fee can be billed along with the sewer use billing, while billing for pump repairs will be handled on a case by case basis. The maintenance program will be optional to the customers, to allow private contractors to offer similar services.

If you have any questions, please feel free to ask.

Commissioner Terry Brotherton made a motion to approve the warranty contract.

Seconded by Commissioner Beth Saine.

Unanimously approved.

RECESS

Commissioner James Hallman made a motion to recess the East Lincoln County Water and Sewer meeting.

Seconded by Commissioner Larry Craig.
Unanimously approved.

Chairman Louis McConnell called the September 22, 1997 East Lincoln County Water and Sewer meeting back to order.

OTHER BUSINESS

Doug Chapman, County Engineer, presented the following memorandum:

MEMORANDUM

Date: September 15, 1997
To: Richard French, County Manager
From: Douglas Chapman, County Engineer
Subject: Water line extension along Bob Burgin Road

A developer has approached the staff regarding installation of a water line along Bob Burgin Road to serve 3 duplex units. Bob Burgin Road is located on NC 27, approximately 1.5 miles west of the Courthouse. To serve the proposed properties, 500 linear feet of 6-inch water line would be required.

Attached is a preliminary cost estimate, payback analysis, and location map for the proposed project. The estimated installation cost is \$14,000. The current budget contains \$50,000 for line extensions, of which, the majority has been planned for other projects. This project has a payback period of 6 years, which is consistent with the time period for recent projects. The difficulty with this project, as well as others that will be proposed in the near future, County funds to extend lines are limited, and possible projects are many.

If you have any questions, please feel free to ask.

Commissioner Larry Craig made a motion to excuse Commissioner Beth Saine because of close and direct financial interest in property.

Seconded by Commissioner James Hallman.
Unanimously approved.

No action was taken on this matter.

Doug Chapman, County Engineer, presented the following memorandum:

MEMORANDUM

Date: September 11, 1997

To: Richard French, County Manager

From: Douglas Chapman, County Engineer

Subject: Blum CDBG Project - Old Plank Road Pump Station

Attached is a copy of the recommendation by NCDC Corporation to award the subject project bid to Buckeye Construction Company, the low bidder. The prices include the base bid to serve the Blum facility, along with an alternate to increase the capacity of the pump station to allow for additional future customers. Also, a deduct bid was taken to remove a manual bar screen for the pump station.

The additional cost to upgrade the pump station capacity will allow more customers in the future, and lower electrical costs up front. I recommend award of the alternate bid for the increased capacity at \$599,493, deducting the manual bar screen at \$37,000, and deducting some other minor work that was negotiated at \$16,300, for a final contract price of \$546,193. This award will put the project over budget by approximately \$80,000, depending on any change orders, and the cost of administration charged by Centralina COG.

Funding of the additional \$80,000, along with the original \$134,500 would come from County funds. Our agreement with the Department of Commerce states that 50% of all connection fees received due to this project shall be paid back to them as reimbursement for the grant, for a period of 5 years. I have discussed this issue with the DOC representative, and the impression that I received was, any money we contributed over the scheduled amount, would not need to be refunded to them in the form of connection fees. A letter has been sent to the DOC requesting that response in writing.

If you have any questions, please do not hesitate to ask.

Doug Chapman, County Engineer, stated that bids had been received, and also bid for an alternate to upgrade the size of the pump station. This pump station could serve the Duke Power CT Plant. The proposal is to go with a larger force-main for the pump station. That would change the force main size from an 8" to a 12". Doug Chapman

commented that it would increase the capacity of the pump station and reduce the operating expenses.

Doug Chapman, County Engineer, stated that an application has been received for service on this line, other than Blum. He has also spoken with representatives from Duke Power CT Plant about sewer service, but they are concerned with the cost of taxes in the sewer district.

ADJOURN

Being no further business to come before the Board of Commissioners, the governing body of the East Lincoln County Water and Sewer District, Chairman McConnell entertained a motion to adjourn the meeting.

Commissioner James Hallman motioned that the meeting be adjourned.

Seconded by Commissioner Terry Brotherton.
Unanimously approved.