

FRIPP ISLAND PUBLIC SERVICE DISTRICT

Tuesday, September 13, 2022
Fripp Island Fire Station
and
Electronic Meeting Via Zoom
9:30 a.m.

Zoom Info:

Join from PC, Mac, Linux, iOS or Android:

<https://us02web.zoom.us/j/86565978745>

Or iPhone one-tap (US Toll): +19292056099,,86565978745#
+13017158592,,86565978745#

Or Telephone:

Dial: +1 301 715 8592 (US Toll) or +1 312 626 6799 (US Toll)

Meeting ID: 865 6597 8745

AGENDA

1. Call to Order
 - Confirmation of the presence of a quorum
 - Confirmation of public meeting notice, as required by the SC Code of Laws *30-4-80(A)*.
2. Pledge of Allegiance
3. Approval of Commission Meeting Minutes
 - July 2022 Regular Meeting
 - July 27 2022 Special Meeting
4. Reports
 - Manager's Report for July & August 2022
 - Fire Department Reports for July & August 2022
 - Report on POA Shoreline Committee Activities – Commissioner Wetzel
5. Old Business
 - Discussion of SCIIP Grant Funding Application for Fripp Inlet Bridge Water Conveyance
 - Revetment Repairs – Quote from Mallard Marine Construction
6. New Business
 - Revision of Policy for Utility Billing Account Credit Adjustments
 - Discussion of Draft Policy for Application for Residential Landscape Irrigation Meters and Draft Resolution Imposing Rates/Fees for Residential Landscape Irrigation Meters
 - Blue Heron Foot Bridge & Sewer Force Main Discussion
 - Discussion of New Financial and Utility Billing Software
7. Questions and Comments from Visitors
 - FIPOA Representative
8. Executive Session
 - Legal and Contractual Matters Related to Funding Options for Capital Planning
 - Personnel Matters
9. Upon returning to public session, the Commission may take such action(s) as it deems appropriate on the items discussed in executive session.
10. Adjourn

FRIPP ISLAND PUBLIC SERVICE DISTRICT

Minutes: Commission Meeting on September 13, 2022

Present: Michael J. Wilt, John F. King, Rick E. Keup, Edward D. Wetzel, Dan H. McCormick

Absent: Dennis Perrone

Staff: Angie Hughes, District Manager; Joshua Horton, Fire Chief; Yvonne Fireall, Office Manager

Guests: John Derrick, Gary Nizzi, John Newman

1. Chairman Wilt called the meeting to order at 9:30 a.m., confirmed the presence of a quorum and confirmed that all requirements of the SC Code of Laws, Section 30-4-80, pertaining to the notice of meetings of public bodies, have been met for this meeting.
2. Chairman Wilt led the Commission in the Pledge of Allegiance.
3. The Commission approved the minutes for the July 2022 regular Commission meeting and the July 27, 2022 Special Commission meeting, upon a motion by Mr. Wetzel (Vote: unanimous).
4. Reports
 - a) The Commission reviewed the Manager's Report for July & August 2022. (*Att A*)
 - b) The Commission reviewed the Fire Department Reports for July & August 2022. (*Att B*)
 - c) The Commission received a report on POA Shoreline Committee activities from Commissioner Wetzel.
5. Old Business
 - a) The Commission discussed the SCIIP grant funding application for the Fripp Inlet bridge water conveyance.
 - b) The Commission reviewed and discussed a quote from Mallard Marine Construction for revetment repairs and determined that the quoted amount exceeded the funds remaining in the revetment construction fund. The Commission asked the District Manager to obtain quotes from other sources. (*Att C*)
6. New Business
 - a) The Commission approved a revised Utility Billing Account Credit Adjustments Policy, upon a motion by Mr. King (Vote: unanimous). (*Att D*)
 - b) The Commission reviewed a draft Application for Residential Landscape Irrigation Meters Policy and requested that the District Manager revise the draft per suggestions from the Commissioners and present the revision at the next meeting, along with a revised Cross Connection Policy that incorporates provisions for residential dedicated landscape irrigation meters. (*Att E*)

- c) The Commission discussed a proposed resolution imposing rates/fees for residential landscape irrigation meters and requested that the District Manager consult with the District's rate consultant, revise the resolution accordingly and present the revision at the next meeting.
- d) The Commission discussed the Blue Heron foot bridge and sewer force main and directed the District Manager to notify the Fripp Island POA that the District does not wish to take ownership of the Blue Heron foot bridge. *(Att F)*
- e) The Commission discussed the procurement of new financial and utility billing software and requested that the District Manager conclude the research into the various options and bring a final cost to the next meeting for Commission approval. *(Att G)*

7. The Commission entertained questions and comments from visitors.

8. The Commission entered executive session to discuss legal and contractual matters related to funding options for capital planning and personnel matters at 10:51 a.m., upon a motion by Mr. Keup (Vote: unanimous). The Commission resumed open session at 12:10 p.m., upon a motion by Mr. King (Vote: unanimous).

9. There being no further business, the meeting adjourned at 12:10 p.m., upon a motion by Mr. Keup (Vote: unanimous).



Michael J. Wilt
Chairman



Angel L. Hughes
Secretary

**FRIPP ISLAND PUBLIC SERVICE DISTRICT
MANAGER'S REPORT FOR JULY & AUGUST 2022**

I. Tap-Ins

<u>Category</u>	<u>FY 2023</u>		<u>FY 2022</u>		<u>FY 2021</u>	
	<u>July</u>	<u>YTD</u>	<u>July</u>	<u>YTD</u>	<u>July</u>	<u>YTD</u>
1. Water customers	5	5	2	2	-	-
2. Sewer customers						
a. Gravity	2	2	1	1	-	-
b. Vacuum	3	3	1	1	-	-

<u>Category</u>	<u>Aug</u>		<u>YTD</u>		<u>Aug</u>		<u>YTD</u>	
	<u>Aug</u>	<u>YTD</u>	<u>Aug</u>	<u>YTD</u>	<u>Aug</u>	<u>YTD</u>	<u>Aug</u>	<u>YTD</u>
1. Water customers	4	9	1	3	-	-	-	-
2. Sewer customers								
a. Gravity	4	6	1	2	-	-	-	-
b. Vacuum	-	1	-	1	-	-	-	-

Total vacuum sewer customers: 590 of 726

II. Routine Operations

1. Butcher's Island and Hunting Island Booster Pumps Average Daily Run Time for July							
	<u>2022</u>	<u>Diff</u>	<u>2021</u>	<u>Diff</u>	<u>2020</u>	<u>Diff</u>	<u>2019</u>
Butcher's Isl Pumps Hrs/Day	10.8	(0.7)	11.5	(1.2)	12.7	0.5	12.2
Hunting Isl Pumps Hrs/Day	<u>22.3</u>	<u>(0.8)</u>	<u>23.1</u>	<u>(1.8)</u>	<u>24.9</u>	<u>0.5</u>	<u>24.4</u>
Total Hrs/Day	33.1	(1.5)	34.6	(3.0)	37.6	1.0	36.6

2. Butcher's Island and Hunting Island Booster Pumps Average Daily Run Time for August							
	<u>2022</u>	<u>Diff</u>	<u>2021</u>	<u>Diff</u>	<u>2020</u>	<u>Diff</u>	<u>2019</u>
Butcher's Isl Pumps Hrs/Day	7.9	0.4	7.5	(2.2)	9.7	2.1	7.6
Hunting Isl Pumps Hrs/Day	<u>15.9</u>	<u>0.9</u>	<u>15.0</u>	<u>(4.0)</u>	<u>19.0</u>	<u>3.8</u>	<u>15.2</u>
Total Hrs/Day	23.8	1.3	22.5	(6.2)	28.7	5.9	22.8

3. Fripp Island Master Metered Water Use for July, Average Gallons per Day							
	<u>2022</u>	<u>% Change</u>	<u>2021</u>	<u>% Change</u>	<u>2020</u>	<u>% Change</u>	<u>2019</u>
BJW&SA	859,323	(2.7)	883,533	(1.9)	900,903	(0.8)	907,781
Harbor Island	115,694	(9.3)	127,600	4.8	121,700	(20.5)	152,997
Hunt Island	14,971	(21.3)	19,027	56.7	12,145	(22.0)	15,563
Frapp Island	723,129	(1.1)	731,300	(2.5)	749,935	2.8	729,625
Accountability,%	99.4	N/A	99.4	N/A	98.1	N/A	98.9
Rainfall, Inches	5.6		6.6		9.2		3.2

4. Fripp Island Master Metered Water Use for August, Average Gallons per Day							
	<u>2022</u>	<u>% Change</u>	<u>2021</u>	<u>% Change</u>	<u>2020</u>	<u>% Change</u>	<u>2019</u>
BJW&SA	724,031	1.5	713,531	(9.4)	787,500	8.3	727,226
Harbor Island	104,381	1.1	103,291	(2.4)	105,796	(13.6)	122,416
Hunt Island	10,641	(35.6)	16,516	49.4	11,054	(10.6)	12,361
Frapp Island	608,938	3.8	586,438	(10.0)	651,571	11.5	584,548
Accountability,%	100.0	N/A	99.0	N/A	97.6	N/A	98.9
Rainfall, Inches	10.4		8.7		5.4		5.3

5. Fripp Island Water Consumption – Recorded vs. Billed (in 1,000 gals.)

	Annual	Qtr 2	Qtr 1	Qtr 4	Qtr 3
	<u>Total</u>	<u>2022</u>	<u>2022</u>	<u>2021</u>	<u>2021</u>
Fripp Master Meter	167,428	48,428	26,671	33,108	59,221
Billed Water	<u>152,053</u>	<u>44,995</u>	<u>22,255</u>	<u>31,283</u>	<u>53,521</u>
Total Unbilled Water	15,375	3,433	4,416	1,825	5,700
Unbilled Water Percent	9%	7%	17%	6%	10%
Flushing/Unbilled Accts	<u>2,969</u>	<u>560</u>	<u>1,250</u>	<u>490</u>	<u>668</u>
Unaccounted for Water	12,406	2,873	3,166	1,335	5,032
Unaccounted for Percent	7%	6%	12%	4%	8%

6. The water tank levels and water line pressures were normal for July & August.

7. Wastewater Treatment Plant Flow for July, Gallons per Day

	<u>2022</u>	<u>% Change</u>	<u>2021</u>	<u>% Change</u>	<u>2020</u>	<u>% Change</u>	<u>2019</u>
Average Daily Flow	396,979	(1.6)	403,435	(4.7)	423,353	10.2	384,337
Weekly Max Flow	450,000	5.9	425,000	(13.3)	490,000	3.6	473,000
Peak Daily Flow	488,001	(1.9)	497,284	(38.1)	803,181	33.0	603,919

Peak daily flow occurred on Friday, 7/01/22, with 0.4" of rain. For July 2021, peak daily flow occurred on Saturday, 7/31/21, without rain. For July 2020, peak daily flow occurred on Wednesday, 7/08/20, without rain, but following 2.5 days of heavy rainfall totaling over 8". For July 2019, peak daily flow occurred on Saturday, 7/06/19, with 1.6" of rain.

8. Wastewater Treatment Plant Flow for August, Gallons per Day

	<u>2022</u>	<u>% Change</u>	<u>2021</u>	<u>% Change</u>	<u>2020</u>	<u>% Change</u>	<u>2019</u>
Average Daily Flow	258,784	(23.5)	338,102	14.6	295,031	12.7	261,747
Weekly Max Flow	312,000	(30.0)	446,000	25.3	356,000	5.3	338,000
Peak Daily Flow	378,202	(22.5)	488,220	18.3	412,713	12.9	365,684

Peak daily flow occurred on Saturday, 8/06/22, without rain. For August 2021, peak daily flow occurred on Wednesday, 8/04/21, with 1.9" of rain. For August 2020, peak daily flow occurred on Saturday, 8/01/20 without rain. For August 2019, peak daily flow occurred on Saturday, 8/03/19, with 0.6" of rain.

9. The water system and wastewater treatment plant samples were satisfactory for July & August.

III. Emergencies, Special Field Work and Activities

1. Water System

- Beaufort County was downgraded to "Incipient" drought status in July and remained at that status through August.
- District field operators performed miscellaneous water system maintenance consisting of water taps, meter installations and replacements (8 new services), and repairing leaking water lines and services throughout July and August.

2. Wastewater System

- July 5-8 – Harbor Island effluent diverted for treatment – turbidity exceeded 5 NTU.
- July 11-18 – Harbor Island effluent diverted for treatment - turbidity exceeded 5 NTU.
- July 14 – sludge spill at WWTP. The valve used for removing sludge for hauling and disposal was not closed properly and resulted in approximately 1500 gallons of sludge overflowing onto

- the ground. No material entered a waterway. Spill was reported to DHEC as required and the area was cleaned and sanitized.
- d) July 20 – replaced start contactor at chapel sewer pump station.
 - e) July 25 – sewer force main from marina sewer pump station was unclogged.
 - f) District field operators performed miscellaneous sewer system maintenance consisting of sewer tie-ins, repairs to grinder stations on Sea Bass, and line repairs throughout July and August.
3. Administrative & Personnel Activities – The District’s IT support vendor announced in July that they intend to increase managed IT support services by 120%. After some discussion, the vendor agreed to reduce the increase to 65%. Management is looking into other vendors.
 4. Hunting Island Booster Pump Station Rehab – The new station was set and tied into the main line July 12-13. Electrical work was completed in August and startup testing done on August 29th. SCADA work will be completed during the second week in September, followed by demolition of the old station and the driveway installation. The contractor estimates that the project will be completed around the first of October.
 5. Captain John Fripp Villas Sewer Rehab Study – Ongoing. Survey is complete and engineer is working on completing the study, cost estimates and recommendations. The final report should be available by the October Commission meeting.
 6. Fripp Inlet Bridge – The grant application and related engineering tasks are ongoing. The bridge replacement cost estimate work has been temporarily paused until the grant application is completed.
 7. Seaglass Development – Still in the design and County review phase.
 8. Election of Commissioners – Two Commission seats will be up for election in the November 2022 general election. Four individuals submitted Statements of Candidacy by the August 15, 2022 deadline. Each candidate completed a questionnaire containing biographical information for publication in the Trawler.

Fripp Island Fire Department Monthly Report Summary July 2022

Response Activities:

Total emergency responses for July 28

	July 2022	July 2021	YTD CY22	YTD CY21
• Structure Fires	00	01	01	01
• Vehicle Fire	00	00	00	00
• Medical Emergencies	16	19	93	74
• Brush Fires	00	02	00	02
• Misc. Fire	06	04	22	27
• Service Calls	00	02	12	18
• Mutual Aid	01	00	05	02
• Auto Accident	02	03	07	12
• Water Emergencies	03	03	10	04
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	28	34	150	140

Average emergency response time:

5 minutes 17 seconds.

Inspections:

July 2022	July 2021	YTD CY22	YTD CY21
0	0	0	0

Training Activities:

No training for July.

Roster:

Total personnel active for July, 22

Vol.-01

Paid-21

Fripp Island Fire Department Monthly Report Summary August 2022

Response Activities:

Total emergency responses for August 16

	Aug 2022	Aug 2021	YTD CY22	YTD CY21
• Structure Fires	01	00	02	01
• Vehicle Fire	00	01	00	01
• Medical Emergencies	14	23	107	97
• Brush Fires	00	00	00	02
• Misc. Fire	00	01	22	28
• Service Calls	00	00	12	18
• Mutual Aid	00	01	05	03
• Auto Accident	00	00	07	12
• Water Emergencies	01	02	11	06
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	16	28	166	168

Average emergency response time:

4 minutes 23 seconds.

Inspections:

Aug 2022	Aug 2021	YTD CY22	YTD CY21
0	0	0	0

Training Activities:

No training for August.

Roster:

Total personnel active for August, 22

Vol.-01

Paid-21



May 18, 2022

Angie Hughes, Manager
Fripp Island Public Service District
291 Tarpon Blvd.
Fripp Island, SC 29920

Dear Ms. Hughes,

On May 16, 2022 McSweeney Engineers conducted a routine assessment of the Fripp Island Public Service District Revetment. This assessment followed receipt of detailed land survey information provided by RPA Land Surveying dated April 10, 2022. The land survey information presented elevation and cross section information to be used as a comparison with previous surveys. The cross sections obtained from the 2018, 2019, 2021, and 2022 surveys were overlaid on one another in order to make a direct comparison and evaluate the overall condition and changes with the revetment. The visual on-site inspection was conducted in order to ascertain detailed conditions that were not readily depicted in the land survey.

The following brief narrative provides a summary of notable findings, commentary and recommendations for follow-up action.

Notable Findings

1. Between Sta. 0+25 and 10+00 there were no significant changes in revetment condition.
2. At Sta. 11+00 a small isolated depression was observed in the revetment crest. This depression measures approximately 1 to 2 ft lower than the surrounding revetment grade. The filter fabric is exposed and there is evidence of water coming through the revetment. Please refer to Photograph 1.
3. At Sta. 11+55 the filter fabric is exposed adjacent to the roadway and there is evidence of water coming through the revetment. Please refer to Photograph 2.
4. At Sta. 12+00 a depression was located at the base of the revetment adjacent to the roadway. The depression measured approximately 3 ft in diameter and 1 ft deep relative to the surrounding grade. There is evidence of water coming through the revetment. Please refer to Photograph 3.
5. From Sta. 18+00 to 19+00 the filter fabric was exposed in isolated areas and there is evidence of water coming through the revetment.
6. Between Sta. 23+50 and Sta. 24+00 a minor depression in the revetment crest was noted. The depression appears to be maximum of 1 ft lower than the adjacent revetment crest. Minor depressions and evidence that revetment stone has settled was noted in this area. Please refer to Photographs 4 through 6 for views of this area.



Commentary and Recommendations

A vast majority of the PSD revetment has remained relatively unchanged since the revetment repair project was completed in early 2018.

The minor depressions and exposed filter fabric noted between Sta. 11+00 and 12+00 have become marginally worse since the previous inspection conducted in 2021.

The evidence of water coming through the revetment is a condition that has been documented since construction of the revetment was completed. During periods of high water, the elevation of the waterline is above the elevation of the roadway. This, coupled with the fact that revetments are porous by nature, leads to shallow coastal flooding. As noted in previous studies, possible remedies for this are the installation of an impermeable barrier (flood wall) or by raising the elevation of the roadway.

The depression noted between Sta. 23+50 and 24+00 appears to have marginally increased since 2021. This area was previously reported to have a maximum change in elevation of 6 to 8 inches whereas this inspection noted a maximum elevation change of 1 ft. As noted in the previous investigation, this portion of the revetment has a steeper front slope and a narrower crest than any other portion of the revetment. These conditions lessen the revetments ability to withstand wave run-up and wash-through. As such, the effects of water migrating through the revetment during periods of high water is more pronounced.

The primary purpose of the Fripp Island PSD Revetment is to protect the embankment from erosive forces that can damage the Porpoise Drive roadway and underlying utilities. Multiple studies and inspections since construction was completed just over 4 years ago indicates that the revetment is functioning as intended. It is unlikely that the minor depressions have any significant impact on the performance of the revetment. Nevertheless, installation of additional stone in these areas will return the revetment grade back to the design elevation.

Consideration should also be given to the installation of smaller stone in the voids located between armor stone units at the areas noted in this report. This stone would consist of a mix of one-man sized riprap, railroad ballast, and #57 stone and would be placed in the voids between armor units in order to "choke" the revetment stone. It is likely that this stone would washout during significant storm events; however, under normal conditions will reduce the permeability of the revetment. This would serve to reduce the rate of base material washout and prevent the depressions from significantly increasing in size.

Very truly yours,

A handwritten signature in dark ink, appearing to read 'William D. Barna', is written in a cursive style.

William D. Barna, P.E.



Photograph 1: Station 11+00 – Exposed Filter Fabric in Minor Depression and Evidence of Water Coming Through Revetment



Photograph 2: Station 11+55 – Exposed Filter Fabric and Evidence of Water Coming Through Revetment



Photograph 3: Station 12+00 – Approximate 3' Diameter Depression Adjacent to Roadway and Evidence of Water Coming Through Revetment



Photograph 4: Station 23+50 to 24+00 - Apparent Settlement of the Revetment



Photograph 5: Station 23+50 – Settlement of Stone Adjacent to Roadway



Photograph 6: Station 23+50 to 24+00 - Apparent Settlement of the Revetment

Mallard Marine Construction

Docks - Bulkheads - Bridges - Pile Driving

Walter Boswell

Cell: 843-816-2283

Email: savblueprintbluffton@gmail.com



Mailing Address: P.O. Box 3214
Bluffton, SC 29910

CONTRACT

Customer Name: Fripp Island P.S.D.
ATTN Angie Hughes

Date: 8-9-2022

Jobsite Address: Fripp Island

Proposal of Work

Scope of Work

A) Install 750 tons of Rip-Rap consisting of one-man, R.R. Ballast, 57 stone.

Contractor to be filling voids in existing armour stone. Installation to be done at 3 locations as indicated on map and shown on the day of visit.

Third location will also have armour stone. Contractor to provide labor, loader and trac-hoe for installation.

Payment: 50% down is required in order to begin services & the remaining balance is to be paid upon completion of services.

Total: \$154,300


Acceptance of Proposal - The above prices, addendums, specifications, & conditions are satisfactory & are hereby accepted.
You are authorized to do the work as specified. Payments will be made as outlined above.

Accepted By: _____ Date: _____

Print - Customer Name & Title

Sign x _____

Customer Signature

Sign x  _____

Walter Boswell

A 7 1

**FRIPP ISLAND PUBLIC SERVICE DISTRICT
UTILITY BILLING ACCOUNT CREDIT ADJUSTMENTS**

POLICY: The District will apply credit adjustments to an account for high water usage due to a leak within the customer's plumbing system if repairs are performed during or immediately after the quarter in which the high water usage was recorded. A credit adjustment to volumetric sewer charges will be applied in a quarter in which the customer experiences high water usage due to filling a new swimming pool. A quarter is defined as the time period between water meter readings and shall span approximately ninety (90) days. Water usage is determined by subtracting the ending water meter reading for the previous billing quarter from the ending water meter reading for the current billing quarter. All credit adjustments will be based upon the current rate schedule and the current wholesale rate for water purchased by the District. No credit adjustment will be made for high water usage spanning more than one quarter, or in the instance that the high water usage results in a quarterly bill of less than two times the combined base water and sewer charges for the quarter in which the high water usage was recorded. Credit adjustments will not be applied to commercial irrigation accounts or for leaks or other problems within residential lawn irrigation systems.

PURPOSE: To establish a uniform credit adjustment procedure for the District to insure the fair and equitable treatment of all customers.

PROCEDURE:

1. A customer who experiences an unusually high water/sewer bill because of a leak during a billing quarter should contact the District's Customer Service office to request a credit adjustment. Documentation of a repair to the customer's plumbing during or immediately after the quarter in which the high bill occurred must be provided. Documentation may include a copy of a plumbing repair bill or a receipt for parts used to fix the leak. In cases where the District has disconnected the service for a known leak, the requirement to provide documentation of repairs may be waived.
2. Upon receipt of documentation of repairs, the District will calculate the customer's average water consumption for the billing quarter in which the leak occurred and offer a credit adjustment for water used in excess of the average. The credit adjustment will be the difference between the amount billed to the customer and the wholesale rate paid by the District to Beaufort-Jasper Water & Sewer Authority for the water. If the leak resulted in additional sewer usage (examples include leaking commodes or dripping faucets), no credit adjustment for sewer will be offered. If the leak did not result in additional sewer usage (examples include leaking interior or exterior piping), a credit adjustment for sewer used in excess of the average water consumption will be offered. Regular base charges and fees will not be adjusted.
3. A customer wishing to apply for a credit adjustment to sewer charges due to filling a swimming pool should submit documentation of the swimming pool installation and size. Upon receipt of the required documentation, the District will calculate the total water used to fill the pool and subtract it from the total water usage for the quarter. Should the water usage remaining after subtracting the pool usage exceed the capped sewer usage, a credit adjustment will not be

**FRIPP ISLAND PUBLIC SERVICE DISTRICT
UTILITY BILLING ACCOUNT CREDIT ADJUSTMENTS**


offered. No credit adjustment to water charges will be offered for filling a swimming pool.

4. Upon confirmation by the customer that they accept the credit adjustment offer, the customer's water/sewer account will be credited for the adjustments calculated per the methods above. No credit adjustment will be made to accounts that were billed a total of less than two times the combined base water and sewer charges for the quarter in which the high water usage was recorded. No credit adjustments will be made to commercial irrigation accounts or to residential accounts that experienced high water consumption due to a leak or other problem within a lawn irrigation system.
5. Any customer that elects to have a credit for a leak applied to their water/sewer account under this policy will not qualify for additional credit adjustments for leaks under this policy during the life of their account.
6. A credit adjustment will not be applied for any reason other than a documented leak or the filling of a swimming pool, except in cases of billing errors.

AUTHORITY: This policy approved and adopted by the Fripp Island Public Service District Commission on September 13, 2022, to become effective immediately. This policy replaces the policy adopted March 13, 2018.

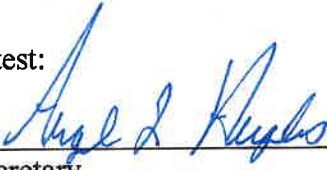
This Policy approved and adopted by the FRIPP ISLAND PUBLIC SERVICE DISTRICT COMMISSION on September 13, 2022.

(SEAL)



Chairman
Fripp Island Public Service District
South Carolina

Attest:



Secretary
Fripp Island Public Service District
South Carolina

BJWSA has a “sewer cap” on wastewater charges to residential customers. This means that the most a residential customer can be billed per month for wastewater services is \$62.00 (based on 7,000 gallons).

Our goal is to provide you with high quality water and wastewater services at an affordable rate. As a non-profit public utility, we depend solely on your payments to cover the operation and maintenance costs of the water and wastewater systems.

Water – Residential

\$9.55 Basic Facility Charge

\$3.66 per 1000 gallons

\$9.55 Irrigation Basic Facility Charge

\$4.41 for Irrigation Only Use per 1000 gallons

Sewer – Residential

\$14.70 Basic Facility Charge

\$6.81 per 1000 gallons of water used

\$62.00 maximum monthly bill

(based on 7,000 gallons)

Water – Commercial

\$13.80 Basic Facility Charge

\$3.69 per 1000 gallons

\$13.80 Irrigation Basic Facility Charge

\$4.41 for Irrigation Only Use per 1000 gallons

Sewer – Commercial

\$14.70 Basic Facility Charge

\$6.92 per 1000 gallon

How much does it cost to install a residential irrigation meter?

The total cost to install a ¾" domestic irrigation meter is \$535. That includes a \$500 tap fee, which covers the cost to install and connect the new meter, and a \$35 account origination fee. This fee is nonrefundable or transferable. It's important to note that irrigation accounts require you to install a [backflow prevention device](#) and have it tested annually by an [approved tester](#). A certified plumber or contractor can install a backflow preventer for you. The cost will depend on the type of device required and the installation labor.

Categories

- [All Categories](#)
- [Backflow Prevention](#)
- [Billing & Customer Service](#)
- [Boil Water Advisory](#)
- [HomeServe Water & Sewer Service Line Coverage](#)
- [Irrigation Accounts](#)
- [Jobs](#)
- [New Development](#)
- [Sewer](#)
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▼ Irrigation Accounts

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1. What's the advantage in getting a separate irrigation account?

The advantage is that you will not pay sewer charges on the water you use outdoors. You'll continue to pay sewer charges for your residential account that supplies your home, but those charges will be based on your indoor water usage, which typically decreases when you begin using your irrigation meter for outdoor watering.

2. How much does it cost to install a residential irrigation meter?

The total cost to install a ¾" domestic irrigation meter is \$535. That includes a \$500 tap fee, which covers the cost to install and connect the new meter, and a \$35 account origination fee. This fee is nonrefundable or transferable. It's important to note that irrigation accounts require you to install a [backflow prevention device](#) and have it tested annually by an [approved tester](#). A certified plumber or contractor can install a backflow preventer for you. The cost will depend on the type of device required and the installation labor.

3. How much does it cost to install a commercial irrigation meter?

Commercial accounts are charged both a tap and impact fee based on meter size. In most cases, an irrigation meter can be very cost effective because commercial accounts are charged wastewater based on 100 percent of their water use fees. Tap and Impact Fees cover the cost for the Charleston Water System distribution system to install and connect the new meter. A \$35 account origination fee is also charged for creation of the new account. This fee is nonrefundable and nontransferable. It is important to note that irrigation accounts require installation of a backflow prevention device. These devices must be tested annually by an approved tester. A plumber or contractor can install a backflow preventer for you. The cost will be determined by the type of device required and the installation labor. Annual testing fees vary, so it's a good idea to call around for pricing, but be sure to use a Charleston Water System approved tester.

4. How much will I save on my monthly bill if I install an irrigation meter?

Your savings depends on where you live and your water use. Most customers see a payback on the up-front cost of installing the irrigation meter in 4 to 5 years.

For a savings and payback period estimate, call (843) 727-6800, or email us.

*One important thing to consider is how getting an irrigation meter will affect your domestic sewer bill if you live in a single family home. You won't pay any sewer charges for water used through an irrigation meter, but your sewer bill for your residential account will increase slightly because your domestic sewer charges will be calculated based on 100% of your domestic water usage instead of 95%.

5. How do I apply for an irrigation meter?

Complete the Application For Service form. If you have any questions, contact us at 843-727-6800 or email us.

6. How long will it take to get an irrigation meter installed?

It typically takes eight weeks from the time you apply and pay for an irrigation account to the time it is installed.

Additionally, our backflow requirements must be met before we will activate the irrigation service. We require irrigation accounts to have a backflow prevention assembly in order to protect our water system against contamination from backflow.

We do not install or test backflow preventers. Customers are

responsible for installing backflow preventers in accordance with our requirements and having them tested annually. For more information: [Backflow requirements for residential customers](#)

7. **Who installs the irrigation meter?**

Charleston Water System will install the new meter box and meter. The customer is responsible for connecting their water service line on their property to the new meter (we recommend hiring a qualified plumber, landscaper, or contractor to do this). We do not install irrigation systems or [required backflow preventers](#).

8. **Who can I contact for more information?**

Please contact our Customer Service Department at 843-727-6800 or via [email](#).

Rates, Fees and Billing

Our billing cycle and collections procedures as well as our water and sewer rates are detailed below. If you have further questions after reviewing this information please feel free to call our Customer Service Department at (843) 886-6148 or stop by our office at 1300 Palm Boulevard on the Isle of Palms.

BILLING AND DUE DATES

Water and Sewer bills are mailed or posted monthly, on the last business day of the month. Bills are due and payable upon receipt and are past due after the "Past Due" date on your bill. This is usually twenty-two days after the bills are mailed - depending on holidays and weekends.

Our new online bill payment system provides multiple ways to pay your bill from set-it-and-forget-it auto-payments to scheduled or one-time payments. Click [here](#) for FAQs specific to online billing.

PAST DUE ACCOUNTS

A balance greater than \$20.00 will be assessed a \$7.00 late payment fee if not paid by the due date. The following month's bill will indicate any past due balance and the date it is due.

SERVICE TERMINATION

If payment is not received by the due date of the bill for the month following an unpaid bill, service will be terminated. If service is terminated, a \$50.00 fee and the balance forward must be paid before service will be restored. The Commission will no longer provide a late notice or door hangers.

NOTIFICATIONS

Isle of Palms Water and Sewer Commission will no longer provide a late notice or door hangers when a payment for service has been missed. With our online account management system, however, you are able to receive email notices reminding you when an invoice is available for viewing and when it is due. We encourage you to use our system to keep track of your account. Our system provides multiple ways to pay your bill from set-it-and-forget-it auto-payments to scheduled or one-time payments. We encourage you to go paperless and receive notifications either by email, text or both. Registering, viewing your account and going paperless are **FREE** services.

LANDLORD RESPONSIBILITIES

If the landowner chooses to have the utility bill in the name of the tenant, the tenant and landowner or management company, if applicable, must sign the "New Customer Address Transfer" form. This form cannot be submitted online. Furthermore, the landowner or management company is required to notify IOPWSC as soon as he, she, or it becomes aware that a tenant has vacated the premises to ensure that the utility account reverts to the landowner's or management company's name and thereby prevent the interruption of service. Additionally, if the tenant moves out or the landowner sells the property, notification is required to IOPWSC for scheduling of a final meter reading and confirmation of a mailing address for the final bill. Please review entire Rates, Fees and Billing section for additional billing information and fees including Basic Facility Charges (BFC).

CUSTOMER SERVICE FEES

Non-Refundable New Customer Charge - Water Only- \$25.00

Non-Refundable New Customer Charge - Water & Sewer - \$50.00

Monthly Basic Facilities Charge (BFC) for Water and Sewer - Refer to the Commission's Rate Schedule below for basic monthly facility charges.

MISCELLANEOUS CHARGES

Courtesy Service Cut Off/On - Owners Request, Normal Working Hours - \$25.00

Courtesy Service Cut Off/On - Owners Request, After Hours - \$50.00

Service Re-Connect Fee - After Non-Payment Cut-Off - \$50

Return Check Charge - \$30.00

Late Payment Fee- \$7.00

ACH/EFT Payment Failure Fee - \$15

Credit Card Payment Failure Fee - \$20

Backflow

Testing/Inspection Fee - \$50.00

Grease Trap

Application/Origination Fee - \$50.00

Annual Fee - \$100.00

Grinder Pump Fees:

Application Review/Administrative Fee - \$100.00

Monthly Maintenance Fee - \$25.00

Change in Meter Size:

3/4" to 1" Meter - \$957.00

1" to 3/4" - \$721.00

Tap Fees - Water

5/8" or 3/4" Meter - \$2,142.00

1" Meter - \$2,387.00

1 1/2" Meter - \$4,567.00

Larger than 1.5" Meter (Meter & Other Materials cost plus) - COST

Tap Fees - Sewer Per ERU - \$400.00

Meter Removal Fee - \$250.00

(Equivalent Residential Unit = 245 gallons per day)

Meter Quality Assurance Test - See Policy

FOIA Request - \$0.10/per copy plus \$36/hr for time

Large FOIA Request may be outsourced and will be charged accordingly* - *Minimum 15 Minutes

ADDITIONAL FEE INFORMATION

Water and Sewer Impact Fees - Refer to the New Customer Tap Fees form found on our [Forms and Requests](#) page.

Hydrant Meters - Contractors may borrow a hydrant meter with payment of an \$800 deposit. Deposit will be returned along with a bill for the cost of the water used when meter is returned within a reasonable time frame and undamaged.

Changes to Existing Services - If a customer requests a change in the size of an existing or ready service, the customer shall be responsible for actual costs, which includes labor and materials, realized to complete the requested change. Residential customers shall pay additional impact fees based on the multiplier as listed for the appropriate meter size and all other customers shall pay additional impact fees as determined by the rate schedule.

Changes in Use/Capacity - A change in use and/or change in capacity requires a recalculation of impact fees. It is the customer's responsibility to notify the Commission when the use of the existing facilities changes. The Commission will determine the additional impact fees (if any) based on the criteria in the rate schedule. Failure to notify the Commission and pay applicable fees will result in termination of service.

Private Fire Line Service Charge (Annually)

One (1) Basic Facility Charge (BFC) per year based on service connection charge. Fireline charges are as follows:

Private Fire Line Service Charges

Fire line Connection Size	New Install	New Customer Fee	Annual Fee (BFC)
1"	\$1,445.00	\$25.00	\$33.30
1 1/2"	\$2,042.00	\$25.00	\$61.40
2"	Cost	\$25.00	\$111.30
3"	Cost	\$25.00	\$207.00
4"	Cost	\$25.00	\$333.00

Fire line Connection Size	New Install	New Customer Fee	Annual Fee (BFC)
6"	Cost	\$25.00	\$637.00

WATER AND SEWER RATES

Your water and sewer rates are based on both the volume charge and the basic facilities charge. Rates prior to and as of July 2022 are listed below.

Basic Facility Charges (BFC)

All customers, regardless of any usage, are charged BFC rates. These charges help cover the administrative and service costs associated with maintaining the Isle of Palms Water and Sewer services. Due to increased costs on the Island BFC rates have been adjusted and placed into effect July 1, 2022. The chart below defines the Basic Facility Charges existing prior to July 1, 2022 and the adjusted rates for our various customer groups.

There are seven Billing Groups and Basic Facility Charges are determined based upon the User Category and the Service Connection Size used by our customers. The seven groups are as follows:

Group 1: All Residential Customers

All Non-Residential Customers with 3/4" meter connections

All Residential Irrigation Customers

Group 2: All Non-Residential Customers with 1" meter connections

Group 3: All Non-Residential Customers with 1.5" meter connections

Group 4: All Non-Residential Customers with 2" meter connections

Group 5: All Non-Residential Customers with 3" meter connections

Group 6: All Non-Residential Customers with 4" meter connections

Group 7: All Non-Residential Customers with 6" meter connections

**CHARGES FOR METER SIZES GREATER THAN 4" WILL BE NEGOTIATED.*

Water Basic Facility Charge (BFC)

Billing Group	Prior to July 1, 2022	Effective July 1, 2022	Increase
Group 1	\$16.00	\$16.50	\$0.50
Group 2	\$32.00	\$33.30	\$3.30
Group 3	\$59.00	\$61.40	\$2.40
Group 4	\$107.00	\$111.30	\$4.30
Group 5	\$199.00	\$207.00	\$8.00
Group 6	\$320.00	\$333.00	\$13.00
Group 7	\$612.00	\$637.00	\$25.00

Sewer Basic Facility Charge (BFC)

Billing Group	Prior to July 1, 2022	Effective July 1, 2022	Increase
Group 1	\$35.00	\$36.50	\$1.50
Group 2	\$67.00	\$70.00	\$3.00
Group 3	\$123.00	\$128.00	\$5.00
Group 4	\$223.00	\$232.00	\$9.00

Billing Group	Prior to July 1, 2022	Effective July 1, 2022	Increase
Group 5	\$416.00	\$433.00	\$17.00
Group 6	\$667.00	\$694.00	\$27.00
Group 7	\$1,260.00	\$1,310.00	\$50.00

Volumetric Charges

All customers are subject to charges that are based on water and sewage usage. Due to increased costs on the Island, Volume charges have been adjusted and placed into effect July 1, 2022. The chart below defines the Volume Charges existing prior to July 1, 2022 and the adjusted rates for our various customer groups within each Tier. Additional surcharges have remained the same; only the Volume Charges have been adjusted. Tier definitions can be found in the table below, followed by the adjusted charges.

There are several things to know about charges associated with volume usage:

- Charges are based on usage of 1,000 gallons increments. If your meter reads above a 1,000 gallon increment, your usage bill will be rounded down to the nearest 1,000 gallons and the remainder will be carried over to the next month. For example, if you use 2,200 gallons you will be charged for the use of 2,000 gallons and the following month the 200 gallons will be added to your usage. Usage will be carried forward until it causes your usage balance to increase to or above the next 1,000 gallon usage.
- There are 5 Tiers of usage. The allowed usage in the first Tier depends on your Billing Group. The Tiers 2-5 apply to all customers and are based on charges per 1,000 gallons of use after the base usage defined in the first Tier. For example, if you are in Billing Group 1 you are charged \$3.59 for each 1,000 gallons for the first 9,000 gallons of usage (Tier 1) with no surcharge. If you are in Billing Group 2, you are charged \$3.59 for each 1,000 gallons of the first 18,000 gallons of usage (Tier 1) with no surcharge. The table below defines the volume usage that will affect Volume Charges for each of the Billing Groups and Surcharges for each of the Tiers.
- Additional surcharges apply to Tiers 2-5 and are tied to usage for each 1,000 gallons used after the allowed gallons defined in Tier 1.

Tier Definitions for each Billing Group (Gallons Usage)

Tier	Group 1	Group 2	Group 3	Group 4	Group 5	Group 6	Group 7
Tier 1	0 to 9,000	0 to 18,000	0 to 54,000	0 to 80,000	0 to 193,000	0 to 326,000	0 to 723,000
Tier 2	10,000 to 18,000	19,000 to 27,000	55,000 to 63,000	81,000 to 89,000	194,000 to 202,000	327,000 to 335,000	724,000 to 732,000
Tier 3	19,000 to 27,000	28,000 to 36,000	64,000 to 72,000	90,000 to 98,000	203,000 to 211,000	336,000 to 344,000	733,000 to 741,000
Tier 4	28,000 to 36,000	37,000 to 45,000	73,000 to 81,000	99,000 to 107,000	212,000 to 220,000	345,000 to 353,000	742,000 to 750,000
Tier 5	>36,000	>45,000	>81,000	>107,000	>220,000	>353,000	>750,000

Water Volume and Surcharges per 1,000 gallons

Tiers	Volume Charges Prior to 7/1/2022	Volume Charges Effective 7/1/2022	Increase	Surcharges Prior to 7/1/2022	Surcharges Effective 7/1/2022	Increase
Tier 1	\$3.60	\$3.75	\$0.15	\$0.00	\$0.00	\$0.00
Tier 2	\$4.30	\$4.50	\$0.20	\$2.00	\$2.10	\$0.10
Tier 3	\$5.00	\$5.20	\$0.20	\$2.50	\$2.60	\$0.10
Tier 4	\$5.50	\$5.70	\$0.20	\$3.00	\$3.10	\$0.10

Tiers	Volume Charges Prior to 7/1/2022	Volume Charges Effective 7/1/2022	Increase	Surcharges Prior to 7/1/2022	Surcharges Effective 7/1/2022	Increase
Tier 5	\$7.20	\$7.50	\$0.50	\$4.50	\$4.70	\$0.20

Sewer Volume and Surcharges per 1,000 gallons

Tiers	Volume Charges Prior to 7/1/2021	Volume Charges Effective 7/1/2021	Volume Charges Effective 7/1/2022	Volume Charge Increase	Surcharges Prior to 7/1/2022	Surcharges Effective 7/1/2022	Surcharge Increase
Tier 1	\$6.40	\$6.50	\$6.75	\$0.25	\$0.00	\$0.00	\$0.00
Tier 2	\$7.40	\$8.00	\$8.30	\$0.30	\$2.50	\$2.60	\$0.10
Tier 3	\$8.40	\$9.00	\$9.40	\$0.40	\$3.00	\$3.10	\$0.10
Tier 4	\$9.50	\$11.00	\$11.50	\$0.50	\$4.00	\$4.20	\$0.20
Tier 5	\$12.50	\$14.00	\$14.60	\$0.60	\$5.00	\$5.20	\$0.20

Questions

Call (843) 886-6148.



[About IOPWSC](#)

Isle of Palms Water & Sewer Commission
P.O. Box 528
Isle of Palms, SC 29451

Phone: (843) 886-6148
Fax: (843) 886-6894
Email: info@iopwsc.com

WEBSITE TERMS OF USE

Hours of Operation:

Monday - Friday 8:00 am until 4:30 pm, excluding Holidays

We are physically located at 1300 Palm Boulevard, Isle of Palms, SC 29451 Visitors are welcome to tour our facilities

Operators are on call after hours and on holidays to handle emergencies

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St. John's Water Company, Inc.

Committed to Providing Clean, Safe Water for All Our Customers

Rates, Fees & Policies

Listed below, you will find our current rates, fees, and policies. If you do not find the information you need, please contact our office and we will be happy to provide it for you.

Water Rates Effective January 1, 2022

Standard 3/4-inch Meter Water Rates

Monthly Minimum:	\$19.27
Water Included w/ Minimum Bill:	2,000 gallons
Tier (gal.):	\$/1,000 gal.:
2,001-8,000	\$7.66
8,001-16,000	\$7.86
over 16,000	\$8.06

Water meters are read each month. Please contact our office for any additional information.

Average Water Bill

6,000 gallons	\$49.91
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1-inch Meter Water Rates

Monthly Minimum:	\$65.23
Water Included w/ Minimum Bill:	8,000 gallons
Tier (gal.):	\$/1,000 gal.:
8,000-16,000	\$7.86
over 16,000	\$8.06

1 1/2-inch Meter Water Rates

Monthly Minimum:	\$88.81
Water Included w/ Minimum Bill:	11,000 gallons
Tier (gal.):	\$/1,000 gal.:
11,000-16,000	\$7.86
over 16,000	\$8.06

2-inch Meter Water Rates

Monthly Minimum:	\$152.29
Water Included w/ Minimum Bill:	19,000 gallons
Tier (gal.):	\$/1,000 gal.:
over 19,000	\$8.06

Tap Fees

Tap fees include: impact, meter, tap, and connection fees. The user fees are listed separately below. The tap fee and user fee are both required to be paid in order to establish a new water service.

Meter Size	Tap Fee Amount
Standard 3/4-inch	\$2,485
1-inch	\$4,420
1 1/2-inch	\$8,080
2-inch	\$16,190

Meters above 2-inches are installed by a contractor and the tap fees are based on the number of equivalent residential units.

User Fees

User fees are based on the meter size and if you are an owner or a builder. The user fee will be returned to you when the water service is discontinued minus whatever you owe on your account.

Meter Size	User Fee Amount
Standard 3/4-inch for an owner	\$75
1-inch for an owner	\$100
1 1/2-inch for an owner	\$125
2-inch for an owner	\$200
Any size for a builder	\$200

Late Notices and

Disconnection of Water Service due to Non-Payment

As a reminder to our customers, please read the attached information regarding penalty information.

Service Fee

There is a \$25 service fee for the connection and/or transfer of an account to a new owner or tenant.	\$25.00
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Relevant Documents

 [Disconnection Policy \(PDF / 87 KB\)](#)

NEW DEVELOPMENT / CONSTRUCTION FEES

For new development/construction and project submittal process, email: engineering@mpwonline.com

PROJECT ADMINISTRATION FEES

Minimum Fee	\$750.00
GIS Conversion Cost	\$250.00
Single Family Residential 2.5% Construction Cost**	
Pump Station Review	\$5,000.00
Construction Meter Rental	\$250.00
Construction Meter Inspection	\$75.00
Service Line Cleaning	\$500.00
MPW Asset Protection	\$2,000.00

WATER METER FEES

Residential and Commercial	
Drop In Connection	
5/8 inch	\$475.00
3/4 inch	\$540.00
1 inch	\$600.00
1-1/2 inch	\$1,690.00
2 inch	\$1,930.00
Over 2 inch	Actual Cost

Meter Installation (base meter set)

5/8 inch	\$735.00
3/4 inch	\$800.00
1 inch	\$1,100.00
Over 1 inch	Actual Cost

DEVELOPMENTAL IMPACT FEES

Belle Hall (per REU)	\$255.51
Long Point Road (per acre)	\$11,557.94
Commercial SUSA (per acre)	\$10,249.48
Broadway Street (per acre)	\$19,347.06
Carolina Park Outparcel (per acre)	\$888.86
Gregorie Ferry (per acre)	\$693.45
Hwy. 17 Commercial	\$15,950.85
Wastewater Extension (per acre)	
Hungry Neck (per acre)	\$11,381.38

PUMP STATIONS

Standby Emergency Generator	\$5,000.00
Fee (for new stations)	

24-MONTH MAINTENANCE BOND

10% of actual construction and engineering cost of Water and Wastewater System
(If bond is more than \$20,000, cash must be posted for first \$20,000 and a Letter of Credit may be posted for the balance.)

DAMAGE & TAMPERING CHARGES

Includes damage to any MPW-owned infrastructure as well as tampering such as water theft from a hydrant or meter, unauthorized discharge into manholes, opening cleanouts, vandalism, etc.

Meter	\$700.00
Clean Out	\$700.00
Hydrant	\$700.00
Repeat Offenses	base fee times # of offenses

Damages include, but are not limited to, all necessary materials, labor, and equipment to repair and/or replace the item(s) affected and any associated water loss.

WASTEWATER CONNECTION FEES

6 inch and 8 inch taps	\$3,250.00
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INSPECTION FEES

Wastewater Tap Inspection	\$150.00
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FATS, OILS & GREASE (FOG) PROGRAM FEES

New Service Fee	\$400.00
Annual Renewal Fee	\$200.00
Grease Trap (per inspection)	\$90.00

DELINQUENT ACCOUNT & PENALTY CHARGES

A. Late Charge	\$5.00+2.5%
B. Non-Payment Charge	\$65.00
C. Return Check or ACH Transaction Fee (per check or ACH transaction)	\$30.00



ANNUAL RATE SCHEDULE

EFFECTIVE JULY 1, 2022 - JUNE 30, 2023

1619 RIFLE RANGE ROAD
MT. PLEASANT, SC 29464
843.884.9626

MOUNT PLEASANT WATERWORKS.COM



CUSTOMER RATES / CHARGES

1 | WATER RATES

A. Basic Facility Charge / REU <i>Monthly charge based on REUs assigned</i>	\$9.68
B. Volumetric Rates / 1,000 gallons	\$5.53
1st Tier (All gallons/REU/mo.)	
Additional Excessive Use Charges	
2nd Tier (9,201-18,400 gallons/REU/mo.)	\$5.53
3rd Tier (18,401-27,600 gallons/REU/mo.)	\$11.06
4th Tier (27,601 or more gallons/REU/mo.)	\$16.59

2 | WASTEWATER RATES

INTOWN

A. Basic Facility Charge / REU <i>Monthly charge based on REUs assigned</i>	\$20.96
B. Volumetric Rates / 1,000 gallons Single Family Residential	
1st Tier (All gallons/REU/mo.)	\$6.97
Additional Excessive Use Charge	
2nd Tier (9,201-18,400 gallons/REU/mo.)	\$6.97
All Other Customers / 1,000 gallons	
1st Tier (All gallons/REU/mo.)	\$6.97
Additional Excessive Use Charge	
2nd Tier (9,201-18,400 gallons/REU/mo.)	\$6.97
3rd Tier (18,401-27,600 gallons/REU/mo.)	\$13.94
4th Tier (27,601 gallons or more/REU/mo.)	\$20.91
C. Wastewater Fee (No Meter) / month	\$55.79

OUT OF TOWN

A. Basic Facility Charge/REU <i>Monthly charge based on REUs assigned</i>	
Single Family Residential / REU	\$23.06
All Other Customers / REU	\$41.92
B. Volumetric Rates / 1,000 gallons Single Family Residential	
1st Tier (All gallons/REU/mo.)	\$7.66
Additional Excessive Use	
2nd Tier (9,201-18,400 gallons/REU/mo.)	\$7.66
All Other Customers	
1st Tier (All gallons/mo.)	\$13.94
Additional Excessive Use	
2nd Tier (9,201-18,400 gallons/REU/mo.)	\$13.94
3rd Tier (18,401-27,600 gallons/REU/mo.)	\$27.88
4th Tier (27,601 gallons or more/REU/mo.)	\$41.82
C. Wastewater Fee (No Meter) / month	\$61.37

HIGH-STRENGTH WASTEWATER

A. BOD per pound	\$0.38
B. TSS per pound	\$0.42

*Charges applied to non-domestic discharges per pound in excess of the domestic discharge concentrations set by MPW.

3 | IRRIGATION RATES

A. Basic Facility Charge / REU <i>Monthly charge based on meter size</i>	
5/8 & 3/4 inch	\$9.68
1 inch	\$15.72
1-1/2 inch	\$32.63
2 inch	\$51.97
3 inch	\$96.69
4 inch	\$160.75
6 inch	\$320.29
8 inch	\$511.24

B. Volumetric Rates / 1,000 gallons

Regular: 1st Tier (All gallons/REU/mo.)	\$8.53
Additional Excessive Use Charge	
2nd Tier (9,201-18,400 gallons/REU/mo.)	\$2.53
3rd Tier (18,401-27,600 gallons/REU/mo.)	\$8.06
4th Tier (27,601 or more/REU/mo.)	\$13.59

4 | IRRIGATION METER IMPACT FEES

5/8 & 3/4 inch	*\$3,110.00
1 inch	\$5,286.00
1-1/2 inch	\$10,261.00
2 inch	\$16,481.00
3 inch	\$31,100.00
4 inch	\$51,936.00
6 inch	\$103,561.00
8 inch	\$165,761.00

* Properties with a paid Water Impact Fee will not be charged for 5/8" or 3/4" services only. All other customers must pay applicable Irrigation Impact Fee.

5 | NEW SERVICE REQUEST FEES

A. Security Deposit / REU Residential and Commercial	\$100.00
B. New Account Fee	\$65.00
C. Service Transfer Fee	\$25.00

6 | MISCELLANEOUS CUSTOMER CHARGES

A. Service Call Only charged when service is conducted on customer's water/sewer infrastructure After-Hours Service Call	\$65.00
B. Private Fire Hydrant Maintenance Fee (per hydrant, per year)	\$85.00
C. Grinder Pump Maintenance Fee (per pump, per month)	\$25.00
Residential	\$25.00
Commercial	\$100.00
D. Septage Tipping Fee / 100 gallons	\$7.00
E. Bacteriological Testing for Water Samples Test Fee	\$60.00
F. Private Fire Line Fee (per month)	
2-inch line	\$6.92
3-inch line	\$12.67
4-inch line	\$21.83
6-inch line	\$43.67
8-inch line	\$70.17

G. Cross-Connections Services (per device)	
Annual Back Flow Assembly Testing / Inspection	\$55.00
Backflow Assembly Re-testing	\$12.00
H. Inactive Irrigation (Deactivation)	\$75.00
I. Service Line Care Program	
Water and Wastewater (Per Month)	\$5.95
Water or Wastewater Only (Per Month)	\$4.95
Emergency Repair	\$90.00
Water Cut Off Valve Installation	\$100.00
Wastewater Lateral Cleaning	\$250.00
Shallow Clean Out Installation	\$200.00
Deep Clean Out Installation	\$500.00

7 | HYDRANT METER

Permit Fee(s) Due at time meter is applied for.

7 Day	(5/8") \$200.00 (2") \$410.00
90 Day	(5/8") \$410.00 (2") \$760.00
90 Day Extension	(5/8") \$130.00 (2") \$320.00
(per month up to 3 months)	

For details on hydrant meter water gallons please see the Hydrant Use Policy

Relocation Fee

(5/8") \$100.00 (2") \$200.00

Tanker ≤3,000 gallons

(off-site additional \$30.00)

\$1,680.00/year

Tanker >3,000 gallons

(off-site additional \$30.00)

\$2,450.00/year

BUILDING A NEW HOUSE IN OUR SERVICE AREA?

WHAT YOU CAN EXPECT TO PAY

EXAMPLE 1: METER BOX IS ALREADY INSTALLED

New Account Fee	\$65.00
Wastewater Tap Inspection	\$150.00
Drop-in Connection 5/8"	\$475.00
Security Deposit	\$100.00
Total Due	\$790.00

EXAMPLE 2: METER BOX IS NOT INSTALLED

New Account Fee	\$65.00
Wastewater Tap Inspection	\$150.00
Meter Installation	\$735.00
Security Deposit	\$100.00
Total Due	\$1,050.00

**FRIPP ISLAND PUBLIC SERVICE DISTRICT
APPLICATION FOR RESIDENTIAL LANDSCAPE IRRIGATION METER**

Policy: The Public Service District will install a second residential water meter for the purpose of connection to a landscape irrigation system at the customer's request upon payment of applicable fees.

Procedure: To establish a procedure for submission of residential landscape irrigation meter requests by residential customers, to establish the responsibility of both the District and the applicant as related to installation and protection of the residential landscape irrigation water meter, and to establish billing procedures for residential properties with separate landscape irrigation meters.

Administration: Residential Landscape Irrigation Meter Requests:

1. Application for a residential landscape irrigation meter shall be made by the owner of the property or the owner's contractor, using the standard form of the District. The application shall be submitted to the District, with the applicable tap fee, at least two weeks prior to the desired service installation date. The fee for installation will be the current residential landscape irrigation meter tap fee OR the cost of installation, whichever is higher. Application approval is dependent upon equipment and supplies availability. A non-refundable administrative fee in accordance with the current rate schedules will apply.
2. The District will install the water meter and connect it to the existing service line, where possible. Where connection to the existing service line is not possible, the District will create a new tap on the water main. The meter will not be located within a driveway or walkway, or under any paved or concrete surface.
3. Connection of the customer's irrigation system to the new meter is the responsibility of the applicant. Failure to fully disconnect the landscape irrigation system from the main household use water meter could result in incorrect sewer bills. Adjustments for such billing inaccuracies will not be provided.
4. Any damage to the District's water system, sewer system, water meter, or service laterals by the applicant or caused by any activity under the control, direction, or request of the applicant, shall be repaired by the District, and the cost of the repairs shall be paid by the applicant upon receipt of an invoice from the District. Service may be terminated if such charges are not paid.
5. Residential landscape irrigation meters will be subject to billing rates as imposed by the District's current rate schedules and charges will be billed to the applicant's existing water/sewer account. After the residential landscape irrigation meter is installed, the water/sewer account will be billed volumetric sewer charges for all water use

**FRIPP ISLAND PUBLIC SERVICE DISTRICT
APPLICATION FOR RESIDENTIAL LANDSCAPE IRRIGATION METER**

recorded by the main household use water meter. Sewer charges will not apply to the water usage recorded by the residential landscape irrigation meter.

6. Water meters will be read quarterly and bills will be mailed within ten business days of the end of a service period. Payment must be made by the "Due Date" indicated on the bill.
7. Requests for termination of service to a residential landscape irrigation meter should be submitted to the District by the property owner in writing or by telephone at least five (5) business days prior to the date the owner would like the service terminated. Service terminated at the owner's request may be subject to reconnection fees.

Authority: This policy approved and adopted by the Fripp Island Public Service District on _____, to become effective immediately.

This Policy approved and adopted by the FRIPP ISLAND PUBLIC SERVICE DISTRICT COMMISSION on _____.

(SEAL)

Chairman
Fripp Island Public Service District
South Carolina

Attest:

Secretary
Fripp Island Public Service District
South Carolina

**RESOLUTION
RESIDENTIAL IRRIGATION METER RATES FOR FISCAL YEAR 2023**

**RESIDENTIAL IRRIGATION METER FEES/RATES FOR THE FISCAL YEAR
STARTING JULY 01, 2022 AND ENDING JUNE 30, 2023**

WHEREAS, the Fripp Island Public Service District adopted a water and sewer rates schedule for the fiscal year starting July 01, 2022 and ending June 30, 2023 on June 14, 2022, and

WHEREAS, the Fripp Island Public Service District adopted a new policy allowing and governing the installation of separate residential landscape irrigation meters on properties already supplied with an existing household use meter on _____, and

WHEREAS, the water and sewer rates schedule adopted on June 14, 2022 did not provide for connection fees or rates applicable to separate residential landscape irrigation meters

NOW, THEREFORE, BE IT RESOLVED, that the following connection fees and rates for separate residential landscape irrigation meters will be in effect for the fiscal year starting July 01, 2022.

TAP/CONNECTION FEES

Administrative Fee	\$35.00
5/8" Meter	\$ 500.00
(larger meters will not be permitted)	or the cost of installation, whichever is higher

RESIDENTIAL IRRIGATION WATER RATES

Base Bill/Quarter	\$51.70
Water Consumption	\$4.68/1,000 gals.

**This Resolution ratified and adopted by the FRIPP ISLAND PUBLIC SERVICE
DISTRICT COMMISSION on _____.**

**FRIPP ISLAND PUBLIC SERVICE DISTRICT
COMMISSION**

Chairman, Fripp Island Public Service District
Commission

(SEAL)
Attest:

Secretary, Fripp Island Public Service District
Commission

5.0 BLUE HERON FOOTBRIDGE

5.1 General Description of the Structure

The Blue Heron Footbridge carries pedestrian traffic over a small lagoon. The bridge is 62'-5" long and 7'-6" wide. The deck consists of 11½ in. by 2½ in. timber planks laid transverse to the length. The superstructure consists of two 11¼ in. by 5¾ in. timber beams spaced 64 in. on center. The substructure consists of two end bents and four interior bents. The end bents are buried, and interior bent 2 is partially buried. The bents are comprised of two 10 in. diameter vertical timber piles and two 8 in. diameter battered timber piles. The pile caps consist of two 9¼ in. by 2½ in. timber beams.



Photo 5-1: view of the bridge from above

5.2 Existing Conditions

5.2.1 Bridge Deck (Item 58)

The deck is in poor condition. The observed condition and defects are as follows:

1. ¼ in. checking is typical on deck boards.
2. 1/8 in. checking is typical on railing boards.

5.2.2 Bridge Superstructure (Item 59)

The superstructure is in satisfactory condition. There were no defects or issues noted.

5.2.3 Substructure (Item 60)

The substructure is in poor condition. The observed condition and defects are as follows:

1. Salt damage on the southern battered pile of bent 3 at 3 feet below cap and extending down 18 in. No section loss.
2. Salt damage on southern battered pile of bent 4 at 2½ feet below cap and extending down 2 ft. No section loss.
3. Severe rot on all vertical piles at water line.

5.2.4 Channel and Channel Protection (Item 61)

The channel is in very good condition. There were no defects or issues noted.

5.3 Evaluation and Recommendations

At the time of inspection, the Blue Heron Footbridge was found to be in poor condition overall. Refer to Table 5-1 below for NBIS ratings of specific components. It is recommended that the piles with rot be repaired as soon as possible. The Blue Heron Footbridge connects two backyards, however the bridge carries a waterline. It is recommended that the bridge be closed to pedestrian traffic and evaluated if a bridge is necessary in this location. If the intent is to maintain pedestrian traffic over the lagoon, JMT recommends replacing the bridge. Due to the poor conditions, the inspection frequency should be increased from 24 to 12 months to keep the bridge open to pedestrian traffic.

Table 5-1: Blue Heron Footbridge NBIS Rating

ITEM NO.	ELEMENT	RATING	CONDITION
58	Bridge Deck	4	Poor
59	Superstructure	6	Satisfactory
60	Substructure	4	Poor
61	Channel and Channel Protection	8	Very Good

5.4 Photos



Photo 5-2: View of bridge looking southeast



Photo 5-3: View of bridge looking northwest

2022 BRIDGE INSPECTION REPORT

Blue Heron Footbridge, Fiddlers Footbridge, Sawgrass Footbridge, and Tower Lot Footbridge



Photo 5-4: View checking on railing



Photo 5-5: Typical view of the bridge deck



Photo 5-6: View of Bent 3 looking southeast



Photo 5-7: Typical view of rot at waterline on pile



Photo 5-8: Typical view of rot at waterline on pile



Photo 5-9: View of salt damage on southern battered pile, bent 4

Angie Hughes

From: Tony O'Rourke <torourke@frippislandliving.com>
Sent: Thursday, September 8, 2022 1:19 PM
To: Angie Hughes
Subject: RE: Blue Heron Footbridge

Angie, It is currently open. If we conveyed it to the PSD, I believe our Board would agree it not be kept in service as a pedestrian bridge, unless for some reason the PSD wanted to spend the funds to fix it. Tony

From: Angie Hughes <angiehughes@fippsd.org>
Sent: Thursday, September 8, 2022 1:04 PM
To: Tony O'Rourke <torourke@frippislandliving.com>
Subject: RE: Blue Heron Footbridge

Good afternoon, Tony.

Hope you are doing well. I'll bring this request to the Commission at the next meeting, scheduled for next Tuesday. Is the bridge currently being used, or has it been taken out of service temporarily?

Thanks,
Angie

Angel L. Hughes, Manager

Fripp Island Public Service District

291 Tarpon Boulevard | Fripp Island, SC | 29920
Phone: (843) 838-2400 | Direct: (843) 541-0092 | Fax: (843) 838-4900

From: Tony O'Rourke <torourke@frippislandliving.com>
Sent: Thursday, September 8, 2022 12:51 PM
To: Angie Hughes <angiehughes@fippsd.org>
Subject: Blue Heron Footbridge

Angie,

Hope all is well. I wanted to know if the PSD has any interest in the Blue Heron Footbridge. The FIPOA Board may be open to conveying it to the PSD subject to it being discontinued as a footbridge and just being used to convey your 10 inch wastewater line. Please let me know if the PSD has any interest in this matter.

Thanks, Tony

Financial & Billing Software Discussion Commission Meeting – September 13, 2022

The District's financial and billing software is outdated and presents a security risk since the current financial software is on a local server that is running a Windows 7 operating system. Upgrading to a newer operating system could create problems with the financial software, so we're stuck in a holding pattern until we can either upgrade the current software to a cloud-based system or purchase a different software solution.

In 2019, we converted the utility billing software to the current vendor's cloud-based solution. We are still encountering problems with the data and our billings are continuously disrupted by changes they've made to the software that impact our processes. We were told that we would be upgraded to the cloud-based software at no charge, except for onsite work during the conversion process. Due to problems with the conversion requiring additional support, we greatly exceeded the budget for the project in the year it was begun, and we still haven't been able to complete the conversion process for the financial software. The vendor's customer support is insufficient and in many cases, we have to find work-arounds to problems on our own.

Below are functionalities that we need in our financial and billing software that we currently don't have:

- 1) An inventory system that works. The inventory system is currently not functional at all and we are looking at purchasing a small inventory control system just to get us by until we find a permanent solution. The current inventory system, when it does work, doesn't integrate with the general ledger properly and doesn't interface with utility billing. It requires manual entries for almost every process, greatly increasing the chance of human error.
- 2) A billing system that is fully automated through every process and doesn't require manual entries for account adjustments, refunds and voiding of incorrect bills.
- 3) A billing system that includes a customer payment portal and all the things that go along with it, streamlining the payment and accounting functions and allowing customers to easily pay via multiple means. This type of system also cuts down on the amount of processing time involved in bookkeeping functions to account for utility payments.
- 4) A billing system capable of handling multiple types of meters (AMI, AMD, radio read, etc.), calculations (addition meters, deduction meters, etc.), and other devices (backflow prevention is currently handled separately from utility billing and is very labor-intensive for office staff).
- 5) General ledger software that is fully automated and interfaces with accounts payable, inventory, fixed assets, and utility billing. This would allow for automatic accounting entries in all areas, decreasing the chance of errors and time-consuming tracking and correction of errors.
- 6) A fully cloud-based system, allowing for remote access in any situation from anywhere.

- 7) An integrated fixed asset system. The District's fixed assets and depreciation are currently being tracked in Excel worksheets and entered in the general ledger using manual entries.

We've received three quotes for conversion/implementation/subscription services, as listed below.

Option 1	First year cost: \$29,125 Ongoing annual cost: \$13,125 (with a 5-year contract)
Option 2	First year cost: \$23,488 Ongoing annual cost: \$8,988
Option 3	First year cost: \$59,735 plus travel costs Ongoing annual cost: \$13,660

Option 1 appears to have the desired functionality and looks like the best fit for the District. It includes a utility customer portal that would charge the credit card processing fee to the customer and remit it directly to the processing vendor. This would reduce the District's bank fees and we wouldn't have to account for the fee in our general ledger. Option 2 would require the use of additional software solutions and third-party vendors that would increase the annual cost, but Option 2 is still being considered due to the level of customer service and user-friendliness reported by references. Research is still being conducted and there's one additional company we're looking at, but it doesn't appear to have the desired functionality.

Startup costs could be covered under the District's capital reserve budget, but the subscription and hosting services would fall under the Program Maintenance budget, and would result in exceeding the approved budget for 2023 by approximately \$7-8,000. The annual costs for all three options also include some current costs that would be eliminated and more info will be provided during discussion.

I'm requesting Commission authorization to proceed with procuring new finance and billing software and the hosting and support services for it, utilizing the District's capital reserve budget for the initial conversion and implementation cost and exceeding the Program Maintenance budget for 2023 to cover the cost of the subscription, hosting and support. Funds are available from the water/sewer system reserves.