MINUTES
City Council Public Works & Utilities Committee

Wednesday, May 7, 2025 – 3:30 PM
City Council Chambers

Members Present:	Mac Morrow, Chair, Council Member Lauren Wise, Vice-Chair, Council Member Owen Carson, Citizen Member (Attendance via Zoom)
Staff Present:	Wilson Hooper, City Manager David Todd, Assistant City Manager Dennis Richardson, Water Treatment Plant Supervisor Wesley Shook, Public Works Director Aaron Winans, Wastewater Treatment Plant Superintendent Becky McCann, Communications Coordinator Selena Coffey, Assistant to the City Manager
Guests:	Harvey Sankey, Dave Bradley (Transylvania Times)

A. Welcome and Call to Order

Committee Chair Mac Morrow called the meeting to order at 3:41pm.

B. Certification of Quorum

Assistant to the City Manager Selena Coffey certified that a quorum was present.

C. Approval of Agenda

Mr. Wise made a motion to approve the agenda, and the motion was seconded by Mr. Morrow. The motion passed.

D. Approval of Minutes

Mr. Wise made a motion to approve April 2, 2025, minutes and the motion was seconded by Mr. Morrow. The minutes were approved unanimously.

Mr. Wise made a motion to approve April 8, 2025, minutes and the motion was seconded by Mr. Morrow. The minutes were approved unanimously.

Mr. Wise made a motion to approve April 10, 2025, minutes and the motion was seconded by Mr. Morrow. The minutes were approved unanimously.

E. Project Updates

1. Stormwater Master Plan Update

Mr. Todd provided an update to the committee, stating that the city selected two firms as top priority firms for this project – McAdams and TRC and the staff team is in the process of negotiating with McAdams on the scope of work for the project. Once the scope of work is negotiated, the team will negotiate a price for the project and estimated that the project could be underway within a month. Mr. Wise asked about the anticipated budget for the project. Mr. Todd stated that the city hasn't officially stated this cost because it will be dependent on the scope of work. He noted that the city will use stormwater revenue to cover the cost. Mr. Hooper noted that the stormwater revenue is estimated at $200,000 with the new budget, effective July 1, 2025.

Mr. Carson reminded the committee that he had recused himself from this conversation and the committee was agreeable for him to continue to listen to the conversation during this meeting.

2. Mills Avenue-Hillview Culvert

Mr. Todd reiterated that the committee had decided to move forward with the replacement of the culvert versus the repair. He noted that staff has met with FEMA to discuss this project, and they have indicated that they want to ensure that the work the city does on the project will bring the city to the current code and require an engineer to certify that the new project will meet current and future conditions regarding the 100-year flow. He noted that the current condition of the culvert does not meet this requirement. Mr. Todd shared that FEMA would require a certified cost estimate and further, that the city is working with the firm WSP to develop a scope of work to replace this culvert. He noted that he expects to get WSP under contract within the week. Ms. Coffey noted that FEMA has stated that the city can request some funding for the studies up front. This is estimated at $125,000. Mr. Todd stated that the city should expect this project to take upwards of 6 months. Ms. McCann shared that she has requested signage to install at the road closure, which will give construction timelines and why the road is closed. She expects receiving these signs this week.

Mr. Carson asked if WSP is doing drainage area calculations to determine peak flows that the new pipe will need to accommodate. Mr. Todd stated that WSP will be completing a hydraulic and hydrology study and a no-rise study as required by FEMA.

3. Gallimore Sewer Rehabilitation Project

Mr. Todd stated that Alvin Fuller has made progress on this project with lining planned to be complete within the next month. Once complete, staff wants to

review the scope of work for the project to determine if the original projections have held.

4. **Sewer Lift Station Rehabilitation Project**

   Mr. Todd noted that city council approved the bid for the construction work on this project and stated that staff is working closely with DEQ to complete the contract review and begin work after the contract is finalized. Mr. Todd noted that he was concerned about the design for the project in three areas. First, the wet well as designed for the new Gallimore pump station is smaller than the existing pump station and the pumps are the same size. He has asked that this be analyzed again before moving forward with the project. Second, he has asked that the designer consider the addition of a channel grinder into the design. He noted that a change order may be necessary to add this before the project is complete. Finally, Mr. Todd noted that there are three easements necessary for this project – one with the County, one with a private property owner, and other necessary easements at the fish station pump station area and staff is currently waiting on an appraisal for these. Mr. Hooper noted that staff has asked the appraiser to look at a couple of different options for the necessary easement appraisals. Mr. Todd shared that he felt comfortable that the project would be complete within the projected timeline and budget estimates.

   Mr. Hooper noted that there will be procedural steps necessary for city council to undertake an the next council meeting to finalize the $3.0 million funding from the State.

5. **Water Treatment Plant Renovation Project**

   Mr. Todd stated that city council has approved the contractor agreement and staff is currently working with DEQ to get the contract approved expeditiously. He stated that staff has been corresponding with the contractor on the project to expedite the mobilization of the project.

   Mr. Todd concluded that staff has been working with the county on the Rosman interconnect and this project is making good progress. Mr. Wise noted that this portion of the project is not being funded by the city, but by the county.

6. **Wastewater Treatment Plant**

   Mr. Todd noted that the phased approach previously discussed by the committee has not been approved yet by city council. KCI has been asked to go back to the design process to develop alternatives for phasing the project efficiently. These alternatives would be sized to handle 4.5-5 million and the Aquastorm element would also be sized accordingly. Mr. Todd and Mr. Winans are going to do a site visit to see how the Aquastorm works. Mr. Todd noted that KCI will be on the May 19, 2025 city council agenda for approval on the phased approach.

Mr. Winans stated that he expects to receive an odor logger this week in order to determine where hydrogen sulfite if emanating from in the current plant operations. This is expected to help staff to find solutions to plant neighbors' odor problems.

Mr. Hooper updated the committee that the city has been notified that there has been an outbreak of canine flu and this will continue to be monitored.

F. Public Comment

Harvey Sankey asked about the presentation by KCI to city council. Mr. Todd stated that KCI will be presenting based on the preliminary engineering report and update council on alternatives for the phased approach on the project.

G. Set Date for Next Meeting

The next meeting was scheduled for Wednesday, June 4, 2025 at 3:30pm.

H. Adjourn

With no additional business before the committee, the meeting was adjourned at 4:27pm with a motion by Mr. Wise, second by Mr. Morrow, and all in favor.

Minutes Approved: June 4, 2025

Mac Morrow, Chair, Council Member
Lauren Wise, Vice Chair, Council Member

Selena D. Coffey
Assistant to the City Manager