



TOWN OF YEMASSEE TOWN COUNCIL MEETING

Tuesday, September 12, 2023 – 6:30PM

Yemassee Municipal Complex, 101 Town Cir, Yemassee SC 29945-3363

- I. **Call to Order – Mayor Colin Moore**
- II. **Pledge of Allegiance & Invocation**
- III. **Determination of Quorum**
 - a. Consent of the Agenda for the Tuesday, September 12, 2023, Regular Town Council Meeting
 - b. Approval of the August 29, 2023, Special Town Council Meeting Minutes
- IV. **Public Comment**
 - a. Public Comment must be submitted to the Town Administrator at least five minutes prior to the start of the meeting. **PUBLIC COMMENT IS LIMITED TO TWO MINUTES AND WILL BE ENFORCED**
- V. **Old Business**
 - a. Consideration of an Ordinance Amending the Business License Ordinance of the Town of Yemassee, to Update the Class Schedule as Required by Act 176 of 2020. [Ordinance 23-27]
- VI. **New Business**
 - a. A request by the Town of Yemassee, on behalf of the Lowcountry Regional Water System (LRWS), for approval of a Public Project Application. The applicant is seeking to install an alternative sewer system including individual grinder pumps and common force main to serve six (6) homes and one (1) industrial customer on River Road, in Beaufort County, the abandonment of existing septic tanks and the installation of two (2) Remote Terminal Units (RTU's) including radio equipment to allow two existing pump stations on Guess Drive to be monitored as part of the LRWS existing SCADA System.
- VII. **Adjournment**

“FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Yemassee policies.”

Colin J. Moore
Mayor
Peggy Bing-O'Banner
Mayor Pro Tempore
Matthew Garnes
Town Administrator



Council Members
Alfred Washington
Stacy Pinckney
David Paul Murray

Agenda Item

Subject: Approval of the August 29, 2023, Special Town Council Meeting Minutes

Department: Administration

Submitted by: Matthew Garnes, Town Administrator

Attachments:

	Ordinance		Resolution		Other
✓	Support Documents		Motion		

Summary: Minutes of the August 29, 2023, Town Council Meeting.

Recommended Action: If no additions, corrections, or modifications, Staff request approval of minutes as presented.

Minutes
Town of Yemassee Town Council
August 29, 2023, Special Town Council Meeting 6:30PM
101 Town Cir, Yemassee, SC 29945-3363

Attendance:

Present: Mayor Colin Moore, Mayor Pro-Tem Peggy Bing-O’Banner, Council Member David Paul Murray, Council Member Stacy Pinckney, Council Member Washington, Human Resources Specialist Caroline Koger, Public Works Director Lonnie Green, Town Administrator Matthew Garnes and Police Chief Gregory Alexander

Absent:

Media Present: Lowcountry Inside Track, Ltd.

Call to Order:

Mayor Moore called the August 29, 2023, Special Town Council Meeting to order at 6:32PM.

Determination of Quorum:

The full Council was present.

Mayor Moore asked for a motion to approve the agenda as presented for August 29, 2023, Special Town Council Meeting as presented. Council Member Pinckney made the motion to adopt. Second by Mayor Pro-Tem O’Banner. **All in favor, Motion Passed.**

Mayor Moore asked for a motion to approve the minutes of the August 4, 2023, Budget Workshop. Council Member Pinckney made the motion to approve. Second by Mayor Pro-Tem O’Banner. **All in favor, Motion Passed.**

Mayor Moore asked for a motion to approve the minutes of the August 4, 2023, Special Town Council Meeting. Council Member Pinckney made the motion to approve. Second by Mayor Pro-Tem O’Banner. **All in favor, Motion Passed.**

Public Comment:

Stephen Henson (17 Mixon St) – Mr. Henson remarked about cars parking on the sidewalk obstructing the flow of pedestrian traffic across from the Truist Bank.

Old Business:

Ordinance 23-24 – Consideration of an Ordinance to Provide for Execution of and to Put into Effect the Consolidated Budget Beginning September 1, 2023, and ending August 31, 2024; and to Provide Budgetary Controls of the Towns Fiscal Affairs: Mayor Moore advised that this is the second reading. Mr. Garnes gave a brief overview prior to Mayor Moore opening a public hearing. Mr. Henson asked a few questions to which Mr. Garnes responded. Council Member Washington made the motion to approve the second and final reading. Second by Council Mayor Pro-Tem O’Banner. **All in favor, Motion Passed.**

Ordinance 23-25 – Consideration of an Ordinance Amending the Town of Yemassee Zoning Map to rezone one parcel of land totaling 3.00 acres and located at 105 Le Creuset Rd in Beaufort County, and further identified by Beaufort County Tax Map Number: R710 001 000 0037 0000 from its current zoning designation of Office Commercial District (OCD) to Regional Commercial District (RCD): Mayor Moore asked Mr. Garnes to provide background. Mayor Moore then opened it up for a public hearing. Mr. Henson spoke in favor of it. Mayor Pro-Tem O’Banner made the motion to approve the second reading. Second by Council Member Murray. **All in favor, Motion Passed.**

Ordinance 23-26: Consideration of an Ordinance Amending the Town of Yemassee Zoning Map to rezone one parcel of land totaling 7.70 acres and located at the southern corner of the intersection of Yemassee Hwy (SC-68) and Hill Rd in Hampton County, and further identified by Hampton County Tax Map Number 198-00-00-041 from its current zoning designation of Office Commercial District (OCD) to Regional Commercial District (RCD): Mayor Moore asked Mr. Garnes to provide background. Mr. Garnes stated the applicant is seeking a rezoning to the Regional Commercial District to support the development of a shopping center anchored with a grocery store. Mayor Moore then opened a public hearing. Mr. Henson spoke in favor of the development. Mayor Moore then closed the public hearing. Council Member Murray made the motion to approve the second reading. Second by Council Member Pinckney. **All in favor, Motion Passed.**

New Business:

Ordinance 23-27: Consideration of an Ordinance Amending the Business License Ordinance of the Town of Yemassee, to Update the Class Schedule as Required by Act 176 of 2020: Mayor Moore asked Mr. Garnes to provide background information. Mr. Garnes said this is a required update per Act 176.

Darrell A. Russell song titled “Yemassee”: Mr. Russell performed his song titled “Yemassee” to an applause. The council would discuss with the Town Attorney further steps to adopt it as the town song.

Chief Alexander then introduced Officer Fleming to the Council who is a new hire.

Adjournment: Mayor Moore stated we needed to go into executive session for a few minutes to discuss a personnel matter pertaining to the Chief Municipal Judge. Mayor Pro-Tem O'Banner made a motion to enter executive session. Second by Council Member Murray. All in favor, motion passed. Entered executive session at 7:06PM.

Mayor Moore asked for a motion to resume regular session. Council Member Pinckney made the motion to resume the regular session. Second by Council Member Washington. All in favor, motion passed. Returned to regular session at 7:54PM.

Mayor Moore advised that no action was taken, and it was discussion only.

Adjournment

Mayor Moore asked for motion to adjourn. Council Member Pinckney made the motion to adjourn. Second by Council Member Murray. All in favor, **Meeting Adjourned at 7:55 PM.**

Colin J. Moore
Mayor

Peggy Bing-O'Banner
Mayor Pro Tempore

Matthew Garnes
Town Administrator



Council Members
Alfred Washington
Stacy Pinckney
David Paul Murray

Agenda Item

Subject: River Road Sewer Project – Public Project Application

Department: Administration

Submitted by: Matthew Garnes, Town Administrator

Attachments:

	Ordinance		Resolution		Other
✓	Support Documents		Motion		

Summary: Presentation on Public Project Application.

Recommended Action: Request Town Council approve the Public Project Application



Staff Report Administration



Meeting Date:	September 12, 2023
Project:	River Road Sewer Extension & Upgrades (Public Project Application)
Project Manager:	Matthew E. Garnes Town Administrator

Request: The Town Administrator requests that the Town Council review and approve a Public Project application for a sewer extension and upgrade project on River Road and Guess Drive within Beaufort County.

Introduction: As set forth in Chapter 6, Section 6-29 within the Code of Ordinances of the Town of Yemassee, South Carolina, the applicants are submitting a Public Project Application for an expansion or modification of utility infrastructure. The Ordinance sets a goal of ensuring that the proposed project is consistent with the spirit and intent of the Town while ensuring the Town Council, residents, and business owners have ample opportunity for feedback on the proposed project any that any questions regarding the project are answered.

Background: The water and wastewater infrastructure within the Town of Yemassee is owned and operated by the Lowcountry Regional Water System (LRWS). LRWS inherited the infrastructure from the Town of Yemassee Water Department in 2013 when the utility consortium formed. LRWS is the franchised water and wastewater provider in the Town of Yemassee and has been since its inception. The infrastructure that was in place was installed over the course of almost four decades and was not uniform and much of the original infrastructure was in place. Over time, through both municipal grants and LRWS funded projects, the system has seen significant upgrades.

Town Staff routinely communicate with management of the Lowcountry Regional Water System and discuss areas of concern as well as review potential grant opportunities to improve the infrastructure and resiliency of the network as well as improve the quality of life for residents and business owners.

An opportunity identified was identified this Spring by Town Staff to potentially fund a project within Beaufort County that would address several critical issues while minimizing the potential for groundwater contamination subsequent to a failing septic tank or old sewer lines. The Beaufort County Council created a "Good Neighbor Fund" project which was to be funded off American Rescue Plan (ARP) funding that the County government received. The formula determined earmarked the Town of



Staff Report

Administration



Yemassee approximately \$500,000.00 for ARP qualified projects such as infrastructure with the requirement being the projects must benefit and be within Beaufort County. The County required each municipality in the County (Hilton Head Island, Bluffton, Hardeeville, Beaufort, Port Royal & Yemassee) to submit a formal request for funding for review at the Committee level at the County first, followed by County Council. The Town of Yemassee requested and subsequently received two tranches of funding through this program including:

- \$234,000 – River Road Sewer Extension & Upgrade Project
- \$200,000 – Castle Hall Sidewalk Project

The project has no local match required from the municipality and the primary requirements are that the project be completed by the date dictated by the Federal Government ARP program and that the project will be subject to periodic grant monitoring by Beaufort County, as each municipality is a subrecipient of grant funds.

Project Area: Despite the Town of Yemassee's municipal boundaries spanning both Beaufort & Hampton Counties, addresses within the Town of Yemassee in Beaufort County are still within the LRWS service area- not the Beaufort-Jasper Water & Sewer Authority.

LRWS currently has limited water and wastewater infrastructure within Beaufort County and is limited to the infrastructure that was inherited from the Town when its water department was transferred. Water and wastewater serve both the Beaufort Housing Authority (Yemassee Heights) development and Alpha Genesis on Castle Hall Rd. On Guess Drive, the former industrial park properties are served by both water and sewer and host the only two lift stations owned by LRWS in Beaufort County. Finally, water and sewer service serve the Vetrostone plant at 108 River Road and water serves some residential areas on River Road from the county line to Guess Drive.

The residential areas on River Road do not have sewer and are served by private septic tanks, many of which are failing or shallow tanks which exasperates the chance of groundwater contamination in an environmentally sensitive area as these properties abut the Ace Basin National Wildlife Refuge. Additionally, the Vetrostone property is currently served by a sewer line that crosses through the former River Road / Combahee Village PUD, which is now owned by YIP, LLC., a conservation corporation connected to Nemours Plantation. This line is shallow and is overdue for replacement.



Staff Report Administration



Project Management:

As the Town of Yemassee is the subrecipient of the funds, the Town will issue RFP's / Solicitations and receive invoices and pay out invoices due. Technical review will be completed jointly with LRWS Engineering and Management staff. The Town has issued an RFP for Engineering Services for the project with sealed bids due by September 21, 2023.

Town Council Action: The Public Project application is presented to the Town Council after being presented to the Planning Commission last week. The Planning Commission recommended approval as presented.

Staff Recommendation: Administration Staff recommend the Town Council vote for formal approval.

Next Steps:

Step	Date	Complete
Step 1. Planning Commission Presentation	September 5, 2023	✓
Step 2. Town Council Presentation & Approval	September 12, 2023	✓

Attachments:

- Public Project Application
- Project Area and Proposed Benefits
- Good Neighbor Fund Request to Beaufort County
- Request for Proposals for Engineering



**TOWN OF YEMASSEE
PUBLIC PROJECT APPLICATION**

Town of Yemassee
Administration Department
101 Town Cir
Yemassee, SC 29945-3363
(843) 589-2565 Ext. 3
www.townofyemassee.org

Applicant		Property Owner	
Name: Town of Yemassee		Name: Various	
Phone: (843) 589-2565		Phone:	
Mailing Address: 101 Town Cir, Yemassee, SC 29945-3363		Mailing Address:	
E-mail: CMOORE@TOWNOFYEMASSEE.ORG		E-mail:	
Town Business License # (if applicable): N/A			
Project Information			
Project Name: River Road Sewer Extension & Upgrade		<input checked="" type="checkbox"/> New	<input type="checkbox"/> Amendment
Project Location: River Road & Guess Drive		Acreage: N/A	
Zoning District: General Residential, Planned Unit Development & Office Commercial			
Tax Map Number(s): See attached			
Project Description: See Attached narrative. All work to occur in existing SCDOT ROW			
Minimum Requirements for Submittal			
<input checked="" type="checkbox"/> 1. Two (2) full sized copies and digital files of the Preliminary or Final Public Project Plans. <input checked="" type="checkbox"/> 2. Recorded deed and plat showing proof of property ownership (if procuring easements). <input checked="" type="checkbox"/> 3. Project Narrative describing reason for application <input checked="" type="checkbox"/> 4. Tax Map Numbers for any properties to be served by the Project (map or listing)			
Disclaimer: The Town of Yemassee assumes no legal or financial liability to the applicant or any third party whatsoever by approving the plans associated with this permit.			
I hereby acknowledge by my signature below that the foregoing application is complete and accurate			
Property Owner Signature: Matthew E. Garnes		Digitally signed by Matthew E. Garnes Date: 2023.09.02 19:11:17 -04'00'	Date: 8/30/23
Applicant Signature: Matthew E. Garnes		Digitally signed by Matthew E. Garnes Date: 2023.09.02 19:11:01 -04'00'	Date: 8/30/23
For Office Use			
Application Number: A23-0051		Date Received: 8/31/23	
Received By: M. GARNES		Date Approved:	



Project Information

General Information

Project #	A23-0051	Parcel #	R710 001 000 0051 0000	Building ID	
Location	74W Guess Dr				
Project Type	Public Project Application	Project Use	Infrastructure Project		
Parent Project #		Subdivision	Residential areas off River Road		
Applicant Name	Town of Yemassee	Address	513 Elm St W, Hampton, SC 29924		
Applicant Email	cmoore@townofyemassee.org	Phone	(843) 589-2565	Cell	
Owner Name	Lowcountry Regional Water System	Address	513 Elm St W, Hampton, SC 29924		
Owner Email	Brian.burgess@lowcountrywater.com	Phone	(803) 943-1006	Cell	
Contractor		Address			
Contractor Email		Phone			

Property Information

Type/Improvement	Public Project Application	Accessory/Structure			
Current Use	Mixed use - Residential / Commercial	Proposed Use	Mixed use - Residential / Commercial		
Current Zoning		Proposed Zoning			
Project Cost	234,000.00	Project Value	234,000.00		
Current Use And Proposed Changes	A request by the Town of Yemassee, on behalf of the Lowcountry Regional Water System (LRWS), for approval of a Public Project Application. The applicant is seeking to install an alternative sewer system including individual grinder pumps and common force main to serve six (6) homes and one (1) industrial customer on River Road, in Beaufort County, the abandonment of existing septic tanks and the installation of two (2) Remote Terminal Units (RTU's) including radio equipment to allow two existing pump stations on Guess Drive to be monitored as part of the LRWS existing SCADA System.				
Lot Width		Lot Depth		Map Number	R710 001 000 0051 00

Total Area of Building & Accessory Structures (Sq Ft)

Total Area of All Man-made Improvements (Sq Ft)

General Notes

Restrictions / Variances



Structure Information

Structure Type	# of Stories	Usable Floor Area (Sq Ft)
Structure Height	# of Units 0	Load per Floor (Lbs)
Sign Dimensions	# of Bedrooms	# of Bathrooms
Occupancy Empty Room	With Chairs	Tables & Chairs
Foundation Material	Foundation Type	Footing Depth
Foundation Information		
Setbacks Front & Rear	Setbacks Right & Left Sides	
Setbacks Information		
Water Utility Lowcountry Regional Water System Public	Sewage Utility Lowcountry Regional Water System Public	
Gas Utility None Public	Electric Utility Dominion Energy Public	
Driveway Width	# of Off Street Parking	# of Off Street Loading
Miscellaneous Information		



Contacts

Contact Name	Type	Project	Address	Phone
Burgess, Brian	Applicant	River Road Sewer Extension & Upgrade	513 Elm St W, Hampton, SC 29924	803-943-1006
Moore, Colin J.	Applicant	River Rd Sewer Extension & Upgrade	101 Town Cir, Yemassee, SC 29945-3363	843-589-2565
Town of Yemassee	Applicant		513 Elm St W, Hampton, SC 29924	(843) 589-2565
Lowcountry Regional Water System	Owner		513 Elm St W, Hampton, SC 29924	(803) 943-1006
Lowcountry Regional Water System	Previous Owner		513 Elm St W, Hampton, SC 29924	(803) 943-1006



Fees

Fee Type	Date	Debit	Credit	Balance
Project Fees	September 2, 2023		\$0.00	\$0.00
	TOTAL		\$0.00	\$0.00

PROJECT AMOUNT DUE: \$0.00



[Display Property Data \(https://www.civicgov4.com/sc_yemassee/parcels/edit/3366\)](https://www.civicgov4.com/sc_yemassee/parcels/edit/3366)

- Save Project
- Clone Project
- Cancel (https://www.civicgov4.com/sc_yemassee/projects/manage/)
- Print Menu ()

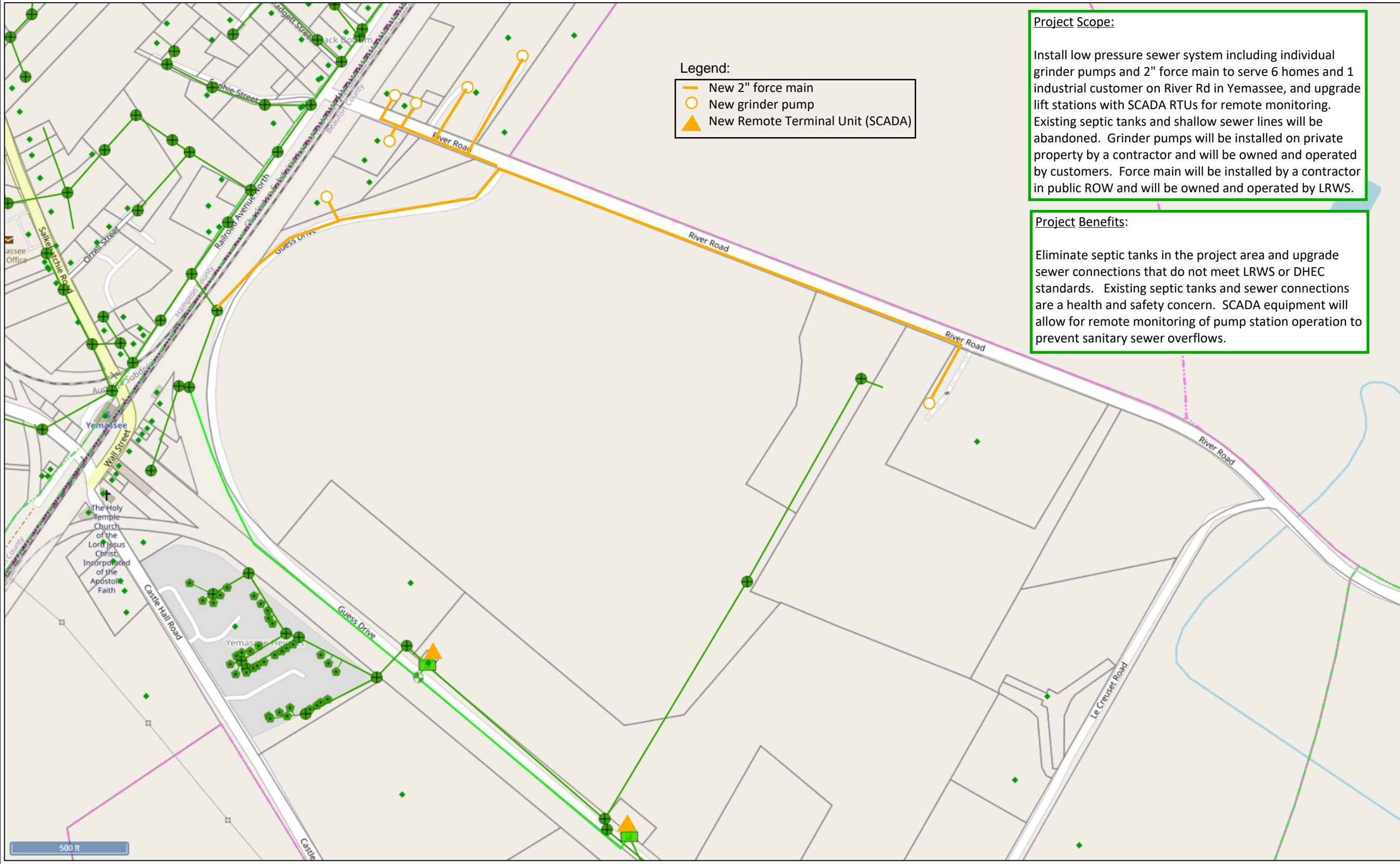
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 Record #51 of 229 [🔗 \(https://www.civicgov4.com/sc_yemassee/projects/edit/59\)](https://www.civicgov4.com/sc_yemassee/projects/edit/59)
[🔗 \(https://www.civicgov4.com/sc_yemassee/projects/edit/236\)](https://www.civicgov4.com/sc_yemassee/projects/edit/236)

- Applicant
- Property
- Structure
- Parcels
- Contractors
- Inspections
- Checklist
- Insurance
- Contacts
- Affidavits
- Certificates
- Fees
- Bonds
- Escrow
- Documents
- Related Permits
- Related Projects
- Status
- Forms
- Meeting Minutes
- Adjacent / Proximity
- Questions & Answers
- Conditions
- Variances
- Additional Fields

Add Parcels

Parcel Number	Owners	location	Phone
R710 001 000 0051 0000	LOWCOUNTY REGIONAL WATER SYSTEM	74 W GUESS DR	(803) 943-1006
R710 001 000 0050 0000	BEAUFORT COUNTY DEVE CORP % DAVID L HARPER PA	44 W GUESS DR	
R710 001 000 0041 0000	YIP LLC		
R710 001 000 0047 0000	YIP LLC		
R710 001 000 0048 0000	YIP LLC		
R710 001 000 0046 0000	REDDY ICE CORPORATION	1 GUESS DR	(843) 217-0427
R710 001 000 0049 0000	UNITED STATES OF AMERICA		
R710 001 000 0038 0000	UNITED STATES OF AMERICA	96 GUESS DR	
R710 001 000 0018 0000	ROBERTS DELONDA D LAQUETTA T JTROS	148 GUESS DR	
R710 001 000 0032 0000	ROBERTS DELONDA D LAQUETTA T JTROS		
R710 001 000 0040 0000	UNITED STATES OF AMERICA		
R710 001 000 0039 0000	LE CREUSET OF AMERICA INC		
R710 001 000 019A 0000	FARRUGIA EUGENE JULIA JTROS	108 RIVER RD	
R710 001 000 0029 0000	RILEY HAROLD L	27 RIVER RD	
R710 001 000 0015 0000	GRIFFITH TONY	21 RIVER RD	
R710 001 000 0036 0000	ROBERTS WILLIE EVELLA JTROS	14 RIVER RD	
R710 001 000 0031 0000	HEIRS OF MARY POLITE	7 RIVER RD	
R710 001 000 0014 0000	SIMMONS KENNETH M		
R710 001 000 0015 0000	GRIFFITH TONY	21 RIVER RD	

- Save Project
- Clone Project
- Cancel (https://www.civicgov4.com/sc_yemassee/projects/manage/)
- Print Menu ()



Project Scope:

Install low pressure sewer system including individual grinder pumps and 2" force main to serve 6 homes and 1 industrial customer on River Rd in Yemassee, and upgrade lift stations with SCADA RTUs for remote monitoring. Existing septic tanks and shallow sewer lines will be abandoned. Grinder pumps will be installed on private property by a contractor and will be owned and operated by customers. Force main will be installed by a contractor in public ROW and will be owned and operated by LRWS.

Project Benefits:

Eliminate septic tanks in the project area and upgrade sewer connections that do not meet LRWS or DHEC standards. Existing septic tanks and sewer connections are a health and safety concern. SCADA equipment will allow for remote monitoring of pump station operation to prevent sanitary sewer overflows.



- Legend**
- Sewer Treatment Plant
 - Sewer Pumps
 - Sewer Lift Stations
 - Sewer Cleanouts
 - Sewer Valves
 - Sewer Manholes**
 - Sewer Manhole - In Service
 - Sewer Manhole - Abandoned
 - Sewer Outfalls**
 - Diffuser
 - Gravity discharge
 - Sewer Lines**
 - Main
 - Service
 - Force Main
 - Effluent Line
 - Inactive Main
 - Inactive Service
 - Inactive Force Main
 - Inactive Effluent Line
 - Abandoned Main
 - Abandoned Service
 - Abandoned Force Main
 - Abandoned Effluent Line
 - Sewer Lift Station Areas
 - Sewer Treatment Plant Area
 - Hampton Address Points
 - Hampton County Parcels
 - Beaufort Address Points
 - Beaufort County Parcels
 - Yemassee Boundary
 - Beaufort City Boundaries
 - Hampton City Boundaries
 - Beaufort Boundary
 - Hampton Boundary

500 ft

Good Neighbor Request

Matthew Garnes <mgarnes@townofyemassee.org>

Tue 5/2/2023 16:53

To: Hank Amundson (Special Projects Director, Beaufort County Government)
<henry.amundson@bcgov.net>

📎 1 attachments (2 MB)

good neighbor fund request 2.pdf;

Hank,

I'm submitting a request for funding out of the good neighbor program for improvements to our wastewater infrastructure that is managed by Lowcountry Regional Water System in the Town of Yemassee. Please see the attached letter and let me know if you require additional information. Thank you for your consideration.

Respectfully Submitted,

Matthew Garnes

Town Administrator

Town of Yemassee

101 Town Cir

Yemassee, SC 29945-3363

Office: (843) 589-2565 Ext. 3

The Focal Point of the Four Counties



Colin J Moore

Mayor

Peggy Bing-O'Banner

Mayor Pro Tempore

Matthew Garnes

Town Administrator



Council Members

Alfred Washington

Stacy Pinckney

David Paul Murray

May 2, 2023

Mr. Hank Amundson

Beaufort County

P.O. Drawer 1228

Beaufort, SC 29901-1228

We are submitting the attached information for the County's consideration of a sewer project in the Town of Yemassee that may be eligible for funding through Beaufort County's "Good Neighbor" program. Here is a brief overview of the project.

Project Need: There are five existing homes along River Rd and Guess Drive that are currently served by either septic tanks or shallow sewer services. This is a low-lying area with poor drainage. Vetrostone, a manufacturing facility on River Rd, is served by 2200 LF of shallow/exposed sewer line that crosses through a wetland area. The existing sewer infrastructure is poorly designed leaving it at higher risk for sanitary sewer overflows.

There are two lift stations along Guess Drive; one serves the Beaufort Housing Authority and the other serves Alpha Genesis. These pump stations are located 25 miles from LRWS's operations center. There is no existing means for remote monitoring of the pump stations.

Proposed Project: The project proposes installing an engineered low pressure sewer system including individual grinder pumps and common force main to serve 5 homes and 1 industrial customer on River Rd in Yemassee. Existing septic tanks and shallow sewer lines will be abandoned. Grinder pumps will be installed on private property by a contractor and will be owned and operated by customers. Force main will be installed by a contractor in public ROW and will be owned and operated by LRWS. Existing septic tanks and/or sewer infrastructure would be abandoned as part of the project. The project also proposes installing Remote Terminal Units (RTUs) including radio equipment to allow these critical lift stations to be monitored as part of LRWS's existing SCADA system.

Proposed Benefit: The project will eliminate septic tanks in the project area, and upgrade sewer connections that do not meet LRWS or DHEC standards. Existing septic tanks and sewer connections are a health and safety concern.

SCADA equipment will allow for remote monitoring of pump station operation to prevent sanitary sewer overflows. This project will decrease O&M associated with responding to sanitary sewer overflows caused by sub-standard connections and pump faults.

I've attached maps of the project area for illustration. After you have had a chance to review, please let me know if you have any questions or require additional information. Thank you for your consideration.

Respectfully Submitted,



Matthew E. Garnes
Town Administrator
Town of Yemassee
O) 843.589.2565 Ext. 3
M) 843.599.0166
F) 843.589.4305

(Attachments: 3)

**River Road & Guess Drive Sewer Improvements
Town of Yemassee, SC, Beaufort County**

Sewer Facilities

A) River Rd

<u>Item</u>	<u>Description</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Cost</u>
1	2" PVC force main	LF	4100	\$ 10.00	\$ 41,000.00
2	residential grinder pump (installed)	EA	5	\$ 7,500.00	\$ 37,500.00
3	commercial grinder pump (installed)	EA	1	\$ 15,000.00	\$ 15,000.00
4	Cut and replace asphalt	LF	100	\$ 100.00	\$ 10,000.00
5	sewer service to ROW	EA	6	\$ 1,500.00	\$ 9,000.00
6	septic tank abandonment	EA	2	\$ 2,000.00	\$ 4,000.00
Subtotal					\$ 116,500.00

A) River Rd

<u>Item</u>	<u>Description</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Cost</u>
1	SCADA RTU - Guess Drive Apartments LS	EA	1	\$ 25,000.00	\$ 25,000.00
2	SCADA RTU - Alpha Genesis LS	EA	1	\$ 25,000.00	\$ 25,000.00
3	Installation by Electrical Contractor	LS	1	\$ 7,500.00	\$ 7,500.00
Subtotal					\$ 57,500.00

Sewer Facilities	\$ 174,000.00
Contingencies	\$ 20,000.00
Permitting, Design, CA/CO	\$ 30,000.00
Acquisition/Legal	\$ 10,000.00

Total	\$ 234,000.00
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Capital Improvement Plan Project Summary

River Rd & Guess Drive Sewer Improvements					
Project Type	Compliance, H&S	Project #		Projected Construction Start Date	
Department	Sewer Collection	Budget Fiscal Year		Projected Construction End Date	
Review Score					
Project Scope					
<p>Install low pressure sewer system including individual grinder pumps and 2" force main to serve 5 homes and 1 industrial customer on River Rd in Yemassee, and upgrade lift stations with SCADA RTUs for remote monitoring. Existing septic tanks and shallow sewer lines will be abandoned. Grinder pumps will be installed on private property by a contractor and will be owned and operated by customers. Force main will be installed by a contractor in public ROW and will be owned and operated by LRWS.</p>					
Project Justification					
<p>Project will eliminate septic tanks in the project area, and upgrade sewer connections that do not meet LRWS or DHEC standards. Existing septic tanks and sewer connections are a health and safety concern. SCADA equipment will allow for remote monitoring of pump station operation to prevent sanitary sewer overflows.</p>					
Operational Impact					
<p>Project will decrease O&M costs associated with responding to sanitary sewer overflows caused by sub-standard connections and pump faults.</p>					
Financial Impact					
<p>Two homes currently on septic tanks will be connected to the system. Remote equipment will reduce labor associated with routine visits and costly overflows.</p>					
Financial Details					
Project Phase	Original Budget	Revised Budget	Revision Date	Estimated Useful Life (Years)	
Design	\$ 30,000.00			Population Impacted	
Construction	\$ 174,000.00			Service Taps (New/Affected)	
Environmental					25
Property Acquisition					6
Legal	\$ 10,000.00			Source	Amount
Interim Financing				Amount	%
Administration				Total Grant Funds	0%
				Total Loan Funds	\$0 0%
				Total Local Funds	0%
Project Total	\$214,000	\$0		Total All Funds	\$0 0%
Funding Sources					
Federal \$	SCDHEC \$	State Of SC \$	Local \$		
USDA Loan	CWSRF Loan	RIA Basic Grant	Private Contributions		
USDA Grant	CWSRF Grant	RIA Economic Grant	LRWS Member Town		
EDA Grant	DWSRF Loan	CDBG Grant	Hampton County		
EPA Grant	DWSRF Grant	SC Commerce Grant	LRWS		
Homeland Security Grant	SC Energy Office L	SC Energy Office G	LRWS (Other Loans)		



Legend

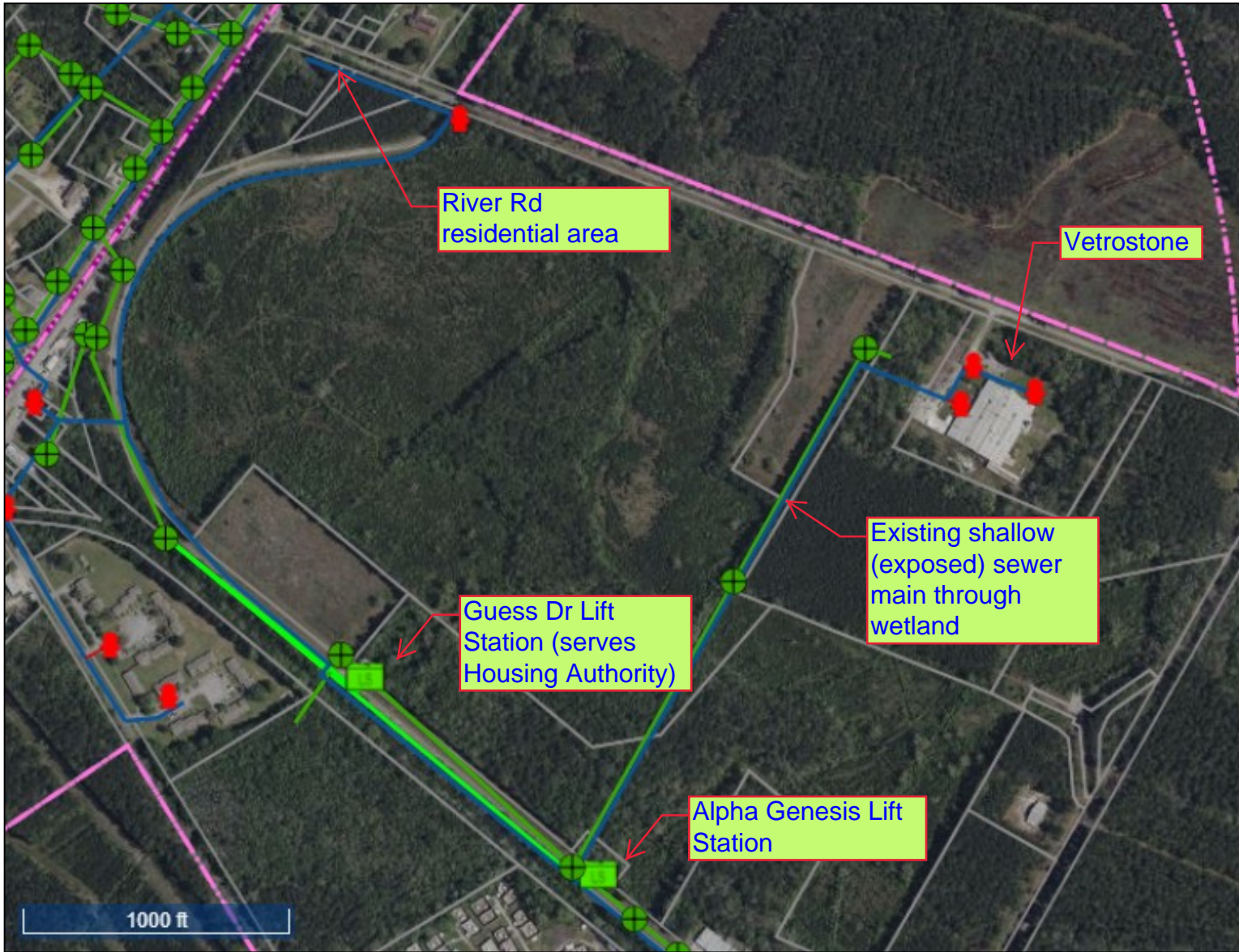
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 - Sewer Manhole - Abandoned
- Sewer Outfalls**
 - Diffuser
 - Gravity discharge

19 Dec, 2022

Note:
Existing Conditions
River Rd

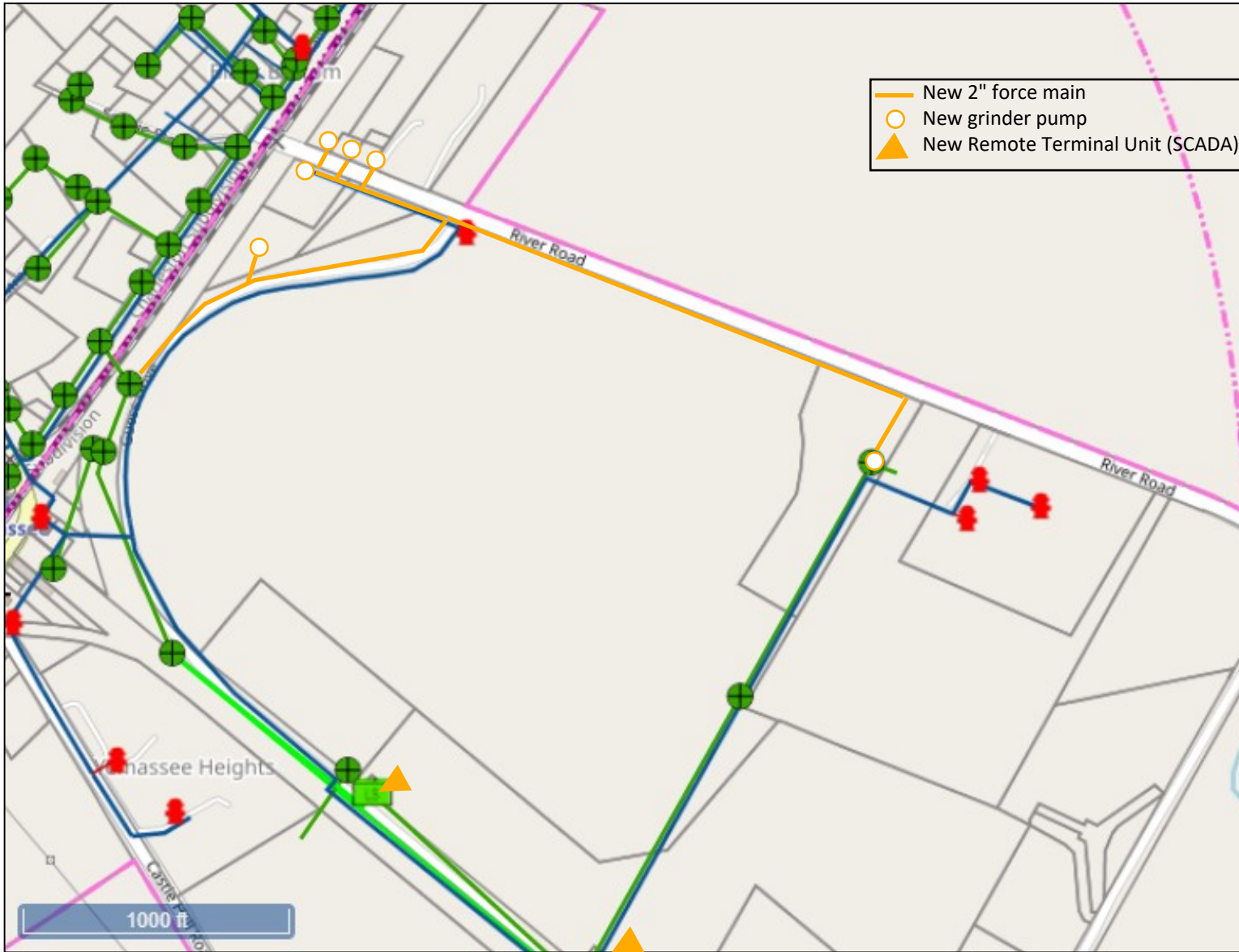
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- New 2" force main
- New grinder pump
- New Remote Terminal Unit (SCADA)



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19 Dec, 2022

Note:
River Rd Sewer Improvements

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STATE OF SOUTH CAROLINA)
) ARPA SUBRECIPIENT
) AGREEMENT
COUNTY OF BEAUFORT)

THIS ARPA SUBRECIPIENT AGREEMENT (hereinafter “Agreement”) is made between Beaufort County Government, (hereinafter “COUNTY”), and The Town of Yemassee, a municipality within Beaufort County (hereinafter “RECIPIENT”).

WHEREAS, on March 11, 2021, President Joseph R. Biden signed into law the American Rescue Plan Act of 2021 (hereinafter “ARPA”); and

WHEREAS, on May 10, 2021, the United States Department of the Treasury (hereinafter “US TREASURY”) published guidance regarding the allowable usage of the Coronavirus State and Local Fiscal Recovery Funds (hereinafter “SLFRF”) to be disseminated to local governments in accordance with the ARPA; and

WHEREAS, the grand total allocation of SLFRF funds to the COUNTY, as published by the US TREASURY, is \$37,317,466.00; and

WHEREAS, the COUNTY intends to allocate \$3,000,000 of its SLFRF funds to assist the municipalities within Beaufort County with up to \$500,000 per municipality, as a part of its Good Neighbor Program, in accordance with all federal, state, and local guidelines regarding the usage of SLFRF funds; and

WHEREAS, the RECIPIENT, a municipality within the County, submitted a written request to the COUNTY for the second draw of \$234,000 of their remaining \$300,000 in Good Neighbor Program COVID-19 relief funds to support APRA eligible initiatives within its municipal boundaries; and

WHEREAS, under section 602(c)(3) of the ARPA, the COUNTY may transfer funds to other units of local government for the purpose of meeting ARPA’s goals; and

WHEREAS, during their regular public meeting on September 12, 2022, the Beaufort County Council approved the aforementioned request from the RECIPIENT subject to all federal, state, and local guidelines regarding the usage of SLFRF funds; and

WHEREAS, the Recipient agrees to the ‘Subrecipient’s Requirements for funding under the American Rescue Plan Act’ attached; and

WHEREAS, the COUNTY and RECIPIENT desire to enter into this Agreement.

NOW, THEREFORE, in consideration of the foregoing recitals which are incorporated herein by reference, and the terms and conditions set forth below, the parties agree as follows:

1. EFFECTIVE DATE AND TERM

This Agreement shall commence when last executed by all parties and remain in effect no later than December 31, 2025, unless terminated by the COUNTY in writing.

2. GRAND TOTAL SLFRF FUNDS TO BE DISSEMINATED TO RECIPIENT

The grand total subaward of SLFRF funds to be disseminated by the COUNTY to the RECIPIENT as part of the Good Neighbor Program shall not exceed \$500,000. This second award and Agreement is for \$234,000 (hereinafter “SLFRF Funds” or “Funds”). Additional funds will require an additional agreement.

3. LIMITATIONS REGARDING THE USE OF SLFRF FUNDS

The RECIPIENT shall ensure that all expenditures utilizing SLFRF Funds received in accordance with this Agreement shall be limited to only those eligible services outlined in the Recipient's application letter, attached hereto and incorporated herein by Exhibit A.

4. COMPLIANCE and REPORTING

- A. *Compliance with Laws and Guidelines.*** The RECIPIENT shall comply with all federal, state, and local laws and all requirements and published guidance set forth regarding the usage of any and all Funds appropriated under the ARPA. The COUNTY is not responsible for providing the RECIPIENT with the applicable laws, requirements, or guidance; it is solely the responsibility of the RECIPIENT to obtain, understand and adhere to the applicable laws, requirements, or guidance associated with the ARPA funds.
- B. *Reporting Requirements to ensure ARPA Compliance.*** To ensure compliance with the existing ARPA guidelines set forth by the US TREASURY – while also ensuring that all expenditures within the scope of this Agreement adhere to future guidelines that may be established by the US TREASURY during the term of this Agreement – the RECIPIENT, shall provide to the COUNTY a comprehensive and detailed list of all such expenditures on an itemized invoice, and shall also provide any backup documentation to support such expenditures within 30 (thirty) days of said expenditure and no later than 30 (thirty) days from the date all funds have been expended.

5. MAINTENANCE AND AUDIT OF RECORDS

The RECIPIENT shall maintain records, books, documents, and other materials relevant to its performance under this Agreement. These records shall be subject to inspection, review, and audit by the COUNTY or its designees, and the US TREASURY for five (5) years following termination of this Agreement. If it is determined during the course of the audit that the RECIPIENT utilized Funds for unallowable costs under this Agreement or any, the RECIPIENT agrees to promptly reimburse the COUNTY for such payments upon request.

- A. *Requirements from the US TREASURY.*** The COUNTY may request additional information from the RECIPIENT, as needed, to meet any additional guidelines regarding the use of SLFRF funds that may be established by the US TREASURY during the scope of this Agreement.

6. TERMINATION

The COUNTY may terminate this Agreement, for convenience or otherwise and for no consideration or damages, upon prior notice to the RECIPIENT. If determined by the COUNTY that RECIPIENT has inappropriately used the Funds or has not adhered to all ARPA guidelines, then COUNTY may immediately terminate this Agreement and RECIPIENT shall return all unused Funds within ten (10) calendar days.

7. INDEPENDENT CONTRACTOR

Each party under the Agreement shall be for all purposes an independent Contractor. Nothing contained herein will be deemed to create an association, a partnership, a joint venture, or a relationship of principal and agent, or employer and employee between the parties. The RECIPIENT shall not be, or be deemed to be, or act or purport to act, as an employee, agent, or representative of the COUNTY for any purpose.

8. HOLD HARMLESS AND INDEMNIFICATION

To the extent provided by law, the RECIPIENT agrees to defend, indemnify, and hold the COUNTY, its officers, officials, employees, agents, and volunteers harmless from and against any and all claims, injuries, damages, losses or expenses, including without limitation personal injury, bodily injury, sickness, disease, or death, or damage to or destruction of property, which are alleged or proven to be caused in whole or in part by an act or omission of the RECIPIENT, its officers, directors, employees, and/or agents relating to the RECIPIENT's performance or failure to perform under this Agreement. This section shall survive the expiration or termination of this Agreement.

9. NOTICES

Any notices desired or required to be given hereunder shall be in writing, and shall be deemed received immediately if sent via electronic mail, or shall be deemed received three (3) days after deposit with the US Postal Service (postage fully prepaid, certified mail, return receipt requested), and addressed to the party to which it is intended at its last known address, or to such person or address as either party shall designate to the other from time to time in writing forwarded in like manner:

RECIPIENT

Town of Yemassee
Attn: Matthew Garnes
Town Clerk
Email: mattgarnes@townofyemassee.org
101 Town Circle
Yemassee, South Carolina 29945

COUNTY

Beaufort County Government
Attn: Hank Amundson
Special Assistant to the County Administrator
Email: henry.amundson@bcgov.net
100 Ribaut Road
Beaufort, South Carolina 29902

10. IMPROPER INFLUENCE

Each party warrants that it did not and will not employ, retain, or contract with any person or entity on a contingent compensation basis for the purpose of seeking, obtaining, maintaining, or extending this Agreement. Each party agrees, warrants, and represents that no gratuity whatsoever has been or will be offered or conferred with a view towards obtaining, maintaining, or extending this Agreement.

11. CONFLICT OF INTEREST

The elected and appointed officials and employees of the parties shall not have any personal interest, direct or indirect, which gives rise to a conflict of interest.

12. TIME

Time is of the essence in this Agreement.

13. AMENDMENT

No amendment or modification to the Agreement shall be effective without prior written consent of the authorized representatives of the parties.

14. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors.

15. ASSIGNMENT

The RECIPIENT shall not assign or transfer any of its interests in or obligations under this Agreement without the prior written consent of the COUNTY.

16. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the COUNTY and the RECIPIENT for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the parties with respect to this Agreement.

17. NO THIRD-PARTY BENEFICIARIES

Nothing herein shall or be deemed to create or confer any right, action, or benefit in, to, or on the part of any person or entity that is not a party to this Agreement. This provision

shall not limit any obligation which either party has to the US TREASURY in connection with the use of ARPA funds, including the obligations to provide access to records and cooperate with audits as provided in this Agreement.

18. COUNTERPARTS

This Agreement may be executed in one or more counterparts, any of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

19. AUTHORIZATION

Each party signing below warrants to the other party, that they have the full power and authority to execute this Agreement on behalf of the party for whom they sign.

IN WITNESS WHEREOF, this Agreement is executed and shall become effective as of the last date signed below:

RECIPIENT
Town of Yemassee

COUNTY
Beaufort County



Matthew Garnes, Town Clerk 7/27/23
Date

John Robinson, County Administrator Date



Witness 7/27/2023
Date

Witness Date

Subrecipient Requirements for Funding Under the American Rescue Plan Act (ARPA)

With the goal of enhancing community life, Beaufort County, South Carolina (the “County”) grants organizations awards to conduct certain specified community enhancing activities. On March 11, 2021, Congress passed the American Rescue Plan Act, P.L. 117-2 (2021) (“ARPA”). Under ARPA, monetary grants given to states and counties may in turn be subawarded to other organizations to carry out the goals of the Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”). ARPA has allocated SLFRF money to the County, and the County has decided to use a portion of this money to fund various community programs. In order to use the SLFRF money for these programs, the County must ensure that certain guidelines are met by both the County and those receiving SLFRF money from the County.

Your entity has been classified as a subrecipient under ARPA, which is an entity that receives a subaward from the County to carry out a program on behalf of the County using SLFRF money. As a beneficiary of SLFRF money from the County, your organization must comply with the ARPA guidelines in order to be eligible for a grant. The full guidelines are in the *Compliance and Reporting Guidance: State and Local Fiscal Recovery Funds*, which can be located at [SLFRF Compliance and Reporting Guidance \(treasury.gov\)](https://www.treasury.gov/eo-14176-slfcrf). In ensuring compliance with these reporting requirements, you will serve as a first line of defense against fraud, waste, and abuse of federal money.

Your compliance responsibilities will generally be subject to the requirements of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal awards, 2 CFR Part 200, and will include:

1. Compliance with ARPA’s eligible and restricted uses of funds, including implementation of effective controls to ensure that each expenditure of funds is an eligible use and to maintain adequate documentation to each such expenditure.
2. Implementation of internal controls and effective monitoring to ensure compliance with 2 CFR Part 200, including generally identifying direct and indirect costs and treating each cost consistently in like circumstances.
3. Maintenance of procedures for obtaining information related to beneficiaries of ARPA funds and monitoring of the implementation of such procedures.
4. Maintenance of records and financial documents for five years after all funds have been expended or returned to Treasury and providing or making available such records to any authorized oversight body upon request.
5. Implementation of policies and controls that calculate, document, and record any income your organization receives from SLFRF.
6. Ensure that procurements using SLFRF funds, or payments under procurement contracts using such funds, are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR § 200.317 through 2 CFR § 200.327, as applicable.

7. If your organization expends more than \$750,000 in Federal awards during its fiscal year, submitting to an audit under the Single Audit Act and its implementing regulation at 2 CFR Part 200, Subpart F.

8. Compliance with legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds, including ensuring that your organization does not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity).

The County may also request detailed expenditure information from your organization in order for the County to comply with its reporting obligations. You will be required to promptly provide any requested information to the County even after your award term may have expired. Among other things, the County may require information about the structure and objectives of your program and information about how many individuals have been served by your organization.

REQUEST FOR PROPOSALS

For

Professional Services

RIVER RD SEWER PROJECT

The Town of Yemassee is accepting proposals for engineering services for the permitting, design and construction administration of sewer system improvements in the Town of Yemassee. The proposed improvements will include:

- Installation of an alternative sewer system including individual grinder pumps and common force main to serve six (6) homes and one (1) industrial customer on River Rd in Yemassee.
- Abandonment of existing septic tanks and/or sewer infrastructure.
- Installation of two (2) Remote Terminal Units (RTUs) including radio equipment to allow two existing pump stations on Guess Drive to be monitored as part of the LRWS existing SCADA system.

See attached project area maps.

LRWS owns and operates the water and sewer system within the Town of Yemassee. All improvements must be designed in accordance with LRWS specifications.

This project is being funded all or in part with funding from the American Rescue Plan (ARP) through a subrecipient agreement with Beaufort County which expires on December 31, 2025. Day-to-day project management will be carried out between the successful proposer and LRWS. Payment for engineering services will be made by the Town of Yemassee upon recommendation of LRWS.

Engineering Scope of Work:

1. Project Design

- a. Conduct project kick off meeting to review preliminary design information, as-built drawings, and other available.
- b. Conduct survey to document existing conditions, including wetlands delineation.
- c. Prepare preliminary design documents including hydraulic model and layout of the proposed force main system. Prepare preliminary cost estimates.
- d. Prepare final construction documents (plans and specs) showing pump station locations and details, plan and profile of the force main system, septic tank abandonment details. Prepare SCADA Specification and final cost estimate.

2. Permitting

- a. Prepare submittals required to obtain all necessary permits including but not limited to the following:
 - i. SCDOT Encroachment Permit for work within SCDOT Right-Of-Ways
 - ii. SCDHEC Permit to Construct
 - iii. SCDHEC Land Disturbance Permit
 - iv. Town of Yemassee Public Project Application

- b. Revise plans to address agency comments. Resubmit for final approval.
- c. The Town of Yemassee shall pay all permit fees.

A preliminary review of the project indicates that wetlands exist in the project area. The successful firm shall delineate wetlands along the proposed route and coordinate with USACE as required.

3. Bidding

- a. Advertise project and solicit bids from qualified contractors.
- b. Prepare and distribute plans to bidders, respond to bidder's questions, and prepare and issue addenda.
- c. Conduct bid opening.
- d. Review bids, evaluate contractors, and make recommendations for awards.

4. Construction Administration

- a. Prepare contract documents and pre-construction meeting.
- b. Oversee construction, administration, including review of contractor submittals, requests for information, pay requests, and preparation of change orders, as required.

5. Project Closeout

- a. Conduct inspection of completed project and prepare project punch list.
- b. Prepare record drawings and other project close-out documents as required.
- c. Request project acceptance and operating permits from regulatory agencies.

Proposals shall include:

Firms having performed engineering services directly with LRWS are considered qualified for this work and do not need to submit qualifications. Firms who do not have an established a work history with LRWS must submit a qualifications statement including project team, relevant experience, references and a sample contract.

Proposals should be in the form of a task order to include:

1. Scope of work. Explain any exceptions to the scope of work outlined herein. Identify any work that is proposed to be subcontracted.
2. Schedule. Identify time required for completion of project milestones from Kick Off Meeting through Close Out.
3. Compensation. Provide a lump sum cost for each task (1-5) listed in the scope of work. Include a copy of hourly rate schedule.

Minimum Qualifications

To be considered for this project, the prime firm that would engage in a contract with the Town of Yemassee must meet the following criteria:

1. Licensed to practice engineering and surveying in South Carolina.
2. Demonstratively active in the provision of municipal sewer system design for the past 10 years.
3. Familiarity in working with American Rescue Plan and/or CDBG funded projects. Award

Method of Award

Each firm that meets the minimum qualifications will be ranked according to the following criteria:

- Project Understanding & Approach: 0 - 10
- Ability to Meet Time & Budget Requirements 0 - 10
- Cost of Services: 0 - 10

A committee comprised of representatives from the Town of Yemassee and LRWS will select the highest ranked firm and begin negotiations with that firm regarding scope, schedule, and cost of services. If negotiations with the top ranked firm are unsuccessful, the Town will discontinue the negotiations and begin negotiations with the second highest ranked firm.

Three (3) hard copies of the Proposals must be submitted by the close of business on Thursday, September 21, 2023 in a sealed envelope and include the firm's name and project name to the following address:

Town of Yemassee
Attn: Matthew Garnes, Town Administrator
101 Town Cir
Yemassee, SC 29945-3363

Technical questions shall be directed to Kari Foy, LRWS Staff Engineer in writing at kari.foy@lowcountrywater.com.

The Town of Yemassee reserves the right to reject any and all proposals, and to award a contract that is most advantageous, and in the best interest of the Town.



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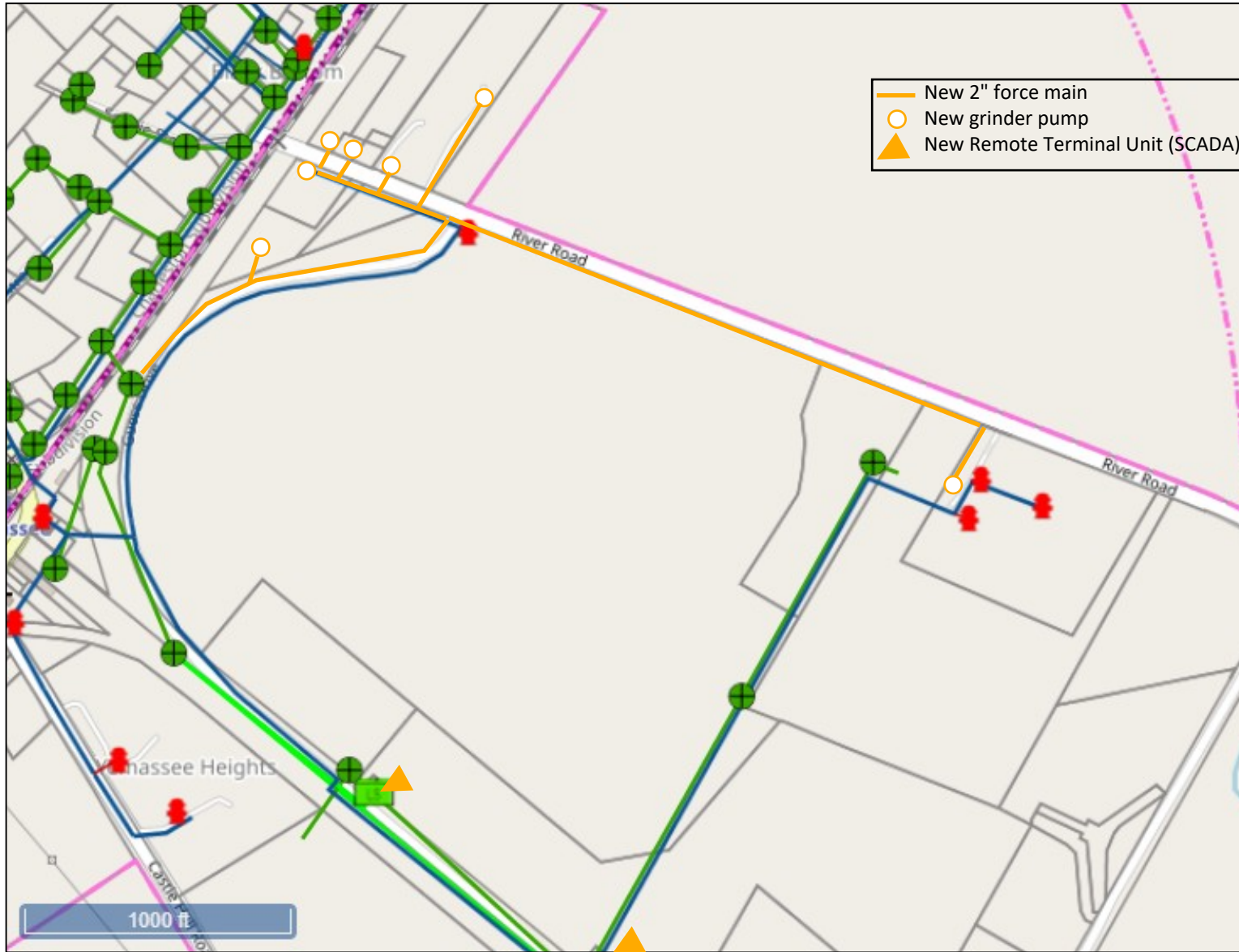
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- New 2" force main
- New grinder pump
- ▲ New Remote Terminal Unit (SCADA)



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