



Town of Beaufort, NC

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Town of Beaufort Board of Commissioners Work Session Meeting 4:00 PM Monday, January 24, 2022 Via Zoom Due to COVID-19 Pandemic Minutes

Call To Order

Mayor Harker called the meeting to order at 4:00 PM

Roll Call

Town Clerk, Elizabeth Lewis called the roll.

PRESENT:

Mayor Harker
Mayor Pro-Tem Hagle
Commissioner Hollinshed
Commissioner Oliver
Commissioner Terwilliger

Mayor Harker announced that Commissioner Cooper would be unable to attend due to personal reasons and asked for a motion to excuse him from the meeting.

Commissioner Hagle made a motion to excuse Commissioner Cooper.

Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

The motion passed unanimously.

Agenda Approval

Commissioner Hollinshed made a motion to approve the agenda.

Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

The motion passed unanimously.

Public Comment

There was none.

Items for Discussion and Consideration

1. Appointment to the Eastern Carolina Council of Governments

Todd Clark, Town Manager, explained that the Eastern Carolina Council of Governments (ECOG) is a voluntary non-profit association of local governments formed under NC General Statute 160A 470-478. The purpose of the organization is to provide long-range planning and technical assistance to local governments. The ECOG is one of sixteen multi-county planning and development regions in the State and is governed by a General Membership Board that includes one elected official from each member county and municipality served by the organization. The full board meets twice a year to set policy for ECC, guide programming and discuss regional challenges. The ECC Executive Committee, the delegate from each of the nice counties and one municipal representative from each county, conducts business for the organization in months that the General Membership Board does not meet. He said the Town of Beaufort is currently represented on the ECOG Board by Commissioner Hollinshed and she has expressed her desire for the Town Board to appoint someone to replace her on the ECOG Board.

Commissioner Terwilliger said he would be happy to do it.

Commissioner Hagle made a motion to appoint Commissioner Terwilliger to the ECOG position.

Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

The motion passed unanimously.

2. Authorize Human Resource Director Full-Time Position

Mr. Clark explained the Human Resource part-time position had been in place since July 2021 and explained the need to convert that into a full-time position, effective immediately. He said the employment of the HR Director has been very beneficial, explaining that the HR Director is professionally trained to manage employment matters as they pertain to various state and federal laws, the enrollment and coordination of employee benefits, safety and training of employees, and other associated responsibilities. Additionally, the HR Director has enabled the key management staff to focus more on their own core work duties and also reduced the dependency on our legal staff to answer Human Resource related questions.

Commissioner Terwilliger asked for confirmation that the cost for a full-time position was allocated in the current 2022 budget.

Mr. Clark said yes sir, that is correct.

Commissioner Oliver made a motion to convert the part-time Human Resource Director to a full-time position.

Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

The motion passed unanimously.

3. Appointment of Legal Representation

Mr. Clark said it had recently been brought to his attention the Town Code of Ordinances read that the Board of Commissioners shall appoint an Attorney to represent the Town after each election. He explained it was staff's recommendation for the Board to appoint the firm of Grady and Quattlebaum to serve as the attorney for the Town of Beaufort in accordance with the North Carolina General Statute. In addition, staff also recommends that the Board of Commissioners amend the Code of Ordinances to mirror North Carolina General Statute § 160A-173; The Council shall appoint a city attorney to serve at its pleasure and be its legal adviser.

Commissioner Terwilliger made a motion to re-appoint the organization of Grady and Quattlebaum as the Town's legal council.

Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

The motion passed unanimously.

Commissioner Terwilliger made a motion that the Town Code of Ordinances be amended as requested.

4. Case #22-01 Special Use Permit for an Accessory Dwelling Unit at 308 Ann Street

Kyle Garner, Planning Director, asked that Case #22-01 be placed on the February 14, 2022 agenda as an evidentiary hearing.

Commissioner Hagle made a motion to place the item on the agenda as an evidentiary hearing.

Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

The motion passed unanimously.

5. Topsail Park Public Art Donation

Ms. Lewis, presented the request, explaining that the Beaufort Garden Club wished to donate and dedicate a Public Art Sculpture honoring the Menhaden Fishing Industry at Topsail Park the first weekend of March 2022. She said Town Attorneys have reviewed and drafted the appropriate paperwork that will allow the Town to accept the donation. She added that the Board of Commissioners had previously approved the design, height materials, and dedication ceremony. Staff is requesting approval to move forward accepting the public art piece as a donation to the Town of Beaufort.

Commissioner Hagle made a motion to accept the donation.

Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

The motion passed unanimously.

6. Returning to In-Person Meetings

Mayor Harker gave an update on the current COVID numbers in Carteret County: 276 active cases, 29.7% transmission rate, and 24 hospitalizations.

The consensus of the board was to continue to meet virtually and access it again at the next meeting.

7. Meeting Minutes- December 6th, 13th & 20th

Commissioner Oliver suggested the item be placed on the consent agenda for the next meeting.

Commissioner Hagle, Commissioner Hollinshed and Commissioner Terwilliger also agreed with that recommendation.

8. Mardi Gras Event Request

Rachel Johnson, PIO/Events Coordinator, presented the request to the board and asked they consider approval/denial, given the time frame of the event. She said the Beaufort Development Association (BDA) anticipates 1,000-2,000 people in attendance; the event includes a parade, the closure of Middle Lane for the day and vendors positioned along that same street. She added the applicant requested an alcohol waiver for Middle Lane; she also said Susan Sanders, president of the BDA was available to answer any questions related to the event or COVID procedures.

Susan Sanders said she was available to answer any questions and explained that it was a total outdoor event. She said the only potential concern would be the concentration of people in the parade, and they had an alternative plan if need be.

Commissioner Oliver said he was in favor of the event but encouraged outside activity and social distancing. He suggested Ms. Sanders come up with some type of safety net idea if conditions were to decline and the event was thought to be unsafe, as the situation can change a month away.

Commissioner Hagle agreed with Commissioner Oliver's thoughts, suggesting the committee continue to monitor the situation and be ready to decide to cancel if need be due to safety issues. He also discussed the concern of Middle Lane being so packed with people in the event emergency crews needed to pass through.

Ms. Johnson explained all of the plans were reviewed by Police and Fire before the request is taken to the board for approval, to ensure there is adequate room for safety personnel. She said the Police Department will be onsite to assist if there should be an emergency vehicle that needed to access the location.

Commissioner Hollinshed said she was in favor of the event, as well as the alcohol waiver.

Commissioner Hagle made a motion to approve event and waiver the alcohol, with the understanding that the committee continue to access the COVID situation and make decision far enough in advance that the date could be changed if need be.

Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

The motion passed unanimously.

9. Wooden Boat Show

Commissioner Terwilliger announced that he had a potential conflict; he is a current active participant on the Board of Directors of the Friends of the Maritime Museum, serving as Vice President. He said that he felt participating in the discussion, or any subsequent vote would be a conflict of interest.

Mayor Harker asked for a vote to excuse Commissioner Terwilliger from the discussion of the Wooden Boat Show.

Commissioner Hollinshed made a motion to excuse Commissioner Terwilliger.

Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver

The motion passed unanimously.

Ms. Johnson presented the item, explaining that the Maritime Museum of Beaufort had submitted a request to host the Annual Wooden Boat Show on May 7, 2022. The event application request includes closure of Front Street between Turner and Orange Street to all traffic from 6:30 AM- 6:30 PM on the day of the event.

Commissioner Oliver suggested the same basic stipulations previously mentioned regarding the unknown lifespan of the pandemic be appropriate for the Wooden Boat Show as well.

Commissioner Hagle agreed and asked about staff review and emergency response.

Ms. Johnson confirmed emergency service staff members had reviewed the application, and that they do this before any event is presented to the board.

Commissioner Hollinshed asked if the boat building contest would be taking place this year, usually headed up by Susan Sanders.

Ms. Johnson said they have not yet submitted an application for that event.

Commissioner Hollinshed said she agreed with the event and suggested placing it on the consent agenda.

Mayor Harker confirm the consensus of the board was to put it on the consent agenda.

Commissioner Hagle made a motion to bring Commissioner Terwilliger back into the meeting.

Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver

10. Historic Beaufort Road Race

Ms. Johnson presented the item and explained Beaufort Ole Towne Rotary was requesting an event date of Saturday, June 11, 2022. The event would require closure of roads and the use of John Newton Park during the hours of 6:00 AM-10:30 AM. Ms. Johnson explained that Town Staff of four Police Officers would be needed, and that the Beaufort Ole Towne Rotary would provide volunteers to help. She said they were also asking for the paid parking to be suspended until 10:30 AM.

Commissioner Terwilliger recommended that the board vote on the event now, as it was a worthwhile event that will hopefully be a great outside opportunity for the community to participate in.

Commissioner Oliver asked about the parking lot, and if there would be any kind of negative implications because of Big Rock being that same weekend.

Ms. Johnson asked if he was referring to the request about the paid parking being suspended.

Commissioner Oliver said he was, and said he thought that in the past Big Rock rented the private parking area from the church.

Ms. Johnson said that Big Rock had done different things in the past, such as purchasing parking passes from the Town prior to the event. She said she was unsure if they rented the church parking lot because that was not the Town's property. She explained this would not be any specific paid parking that was reserved, rather than they would not need to feed the meters until 10:30 AM; that would apply that day for participants as well as Big Rock.

Commissioner Oliver confirmed that it was not a closing of a parking lot, rather than just waiving the fees during the earlier morning.

Ms. Johnson said that was correct.

Commissioner Hagle said it was a well managed event that looks the same as in the past; he made a motion to approve the event as presented.

Commissioner Hollinshed said she agreed they should move forward with the request and added that the church parking lot area they used last time was no longer available but recommended suspending the parking the morning of the event.

Mayor Harker reminded the board there was a motion on the floor to approve the Beaufort Historic Road Race, and a vote was needed.

Voting Yea: Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

The motion passed unanimously.

11. Golf Cart Ordinance Update

Paul Burdette, Chief of Police, briefly described the proposed updates, by explaining there were some minor language changes and some clarifications to get Town Ordinances in line with statutory requirements through North Carolina General Statutes. He recognized Lieutenant David Halsey to present the proposed updates in more detail.

Mr. Halsey explained the following proposed changes/updates:

- The owner shall complete an application provided by the town and the golf cart shall be inspected by designated town staff for compliance with the provision of this chapter prior to the issuance of an annual permit.
- All golf cart operators must be at least 16 years old and possess a valid driver's license.
- Prior to the issuance or renewal of an annual permit, designated town staff shall inspect the golf cart for compliance with the requirements of this chapter.
- Age and weight appropriate child passenger restraint systems must be used when transporting a child of less than 8 years of age.
- Golf carts may not be operated on any sidewalk.
- The town may refuse to register and issue a permit for the operation of a golf cart, or may immediately revoke a previously issued permit, if the registered golf cart and/or the owner of the golf cart is charged with operating a golf cart under the influence of an impairing substance, aiding and abetting the operation of the golf cart under the influence of an impairing substance, or operating a golf cart in a careless and reckless manner. Said revocation and/or denial of a permit shall be effective for one year, unless the charge is dismissed or the owner and/or operator is acquitted, in which event the permit shall either be immediately reinstated or the application for the permit shall be approved if the conditions of the ordinance have been met.

Commissioner Terwilliger said he agreed with what was being proposed, with the stipulation that it needs to be taken further and expanded in a couple ways: The Town to add an annual fee for renewing the golf cart; and a specific process should be developed to inform citizens of who handles the golf cart registration, renewal, etc.

Commissioner Oliver said he agreed with Commissioner Terwilliger and had no other questions.

Chief Burdette added that the overall process for registering a golf cart would not change, and it was outlined on the Town of Beaufort website. He explained one of the text changes proposed was eliminate confusion, as the language listed initial permit, where other areas referenced annual. He said that the mechanism for an annual fee and inspection is already built in the existing ordinance.

Commissioner Hagle asked for clarification regarding a vehicle referred to as a street cart and asked if this would apply to a vehicle like that as well.

Chief Burdette said he would have to see what type of vehicle it was; he mentioned it had also been brought up for ATVs and side-by-sides. He said they generally deferred to State guidelines if somebody wants to register any other type of vehicle, it must meet the State registration guidelines and get an actual license plate.

Mr. Halsey said the current ordinance specifically states that you cannot register ATVs, four wheelers, or any of those off-road vehicles within the Town; we only allow golf carts or essentially what is allowed on a golf course.

Commissioner Hagle said the carts he was talking about have larger wheels and he is not sure if they are permitted on golf courses.

Mr. Halsey said he believed that would fall under HR 120.

Commissioner Hollinshed said as long as people know that the inspection fee and the annual approval are one in the same, and that the fee is for the same thing, she approves.

Chief Burdette added that the annual inspection would run as a calendar year, from January to December and a sticker would be provided. He said they were also currently replacing all the issued license plates; should the ordinance be approved; staff is ready to move forward immediately with registrations.

Commissioner Oliver asked what the annual fee was in the ordinance.

Chief Burdette said it was 75 dollars.

Mayor Harker confirmed the consensus of the board was to put the item under discussion and consideration for the regular meeting.

12. Volunteer Board, Commission & Committee Appointments

Ms. Lewis discussed the current vacancies and explained the submission deadline was January 31, 2022. She also noted that detailed applications would be provided prior to the next meeting, as well as included in the agenda packet.

Commissioner Terwilliger asked if the three open positions for the Board of Adjustment were in-town members, ETJ members or a mix of the two.

Ms. Lewis said they were two in-town positions for this board to appoint, and there was also an ETJ member that the Carteret County Board of Commissioners needed to appoint.

Mayor Harker confirmed the consensus of the board was to put the item under discussion and consideration for the regular meeting.

13. Wastewater Asset Management Plan

Greg Meshaw, Town Engineer, presented an overview of the proposed Wastewater Asset Management Plan. He explained that the Town of Beaufort was awarded a grant by the North Carolina Division of Water Infrastructure via the Asset Inventory and Assessment grant program. The grant facilitated the recent completion of a Wastewater Asset Management Plan (WWAMP); the plan is intended to help facilitate the proper operation and maintenance of wastewater collection and transmission assets, so that they provide the required level of service for present and future customers in a sustainable and cost-effective manner. The completed WWAMP provides: 1) an inventory of collection and transmission system assets; 2) an assessment as to the conditions of those assets; and 3) a ranking of the assets according to their criticality. The WWAMP includes a recommended ten-year Capital Improvements Plan that was developed based upon the information inventoried, the assessment, and the rankings. The result is a document for use as a system management tool, a planning tool during the Town's annual budgeting process, and as an aid when applying for various funding opportunities.

Mr. Meshaw also presented a Power Point that further explained the WWAMP; it is attached and referenced as Appendix I. He recommended the Town adopt the WWAMP as a planning document, and for this be considered at the regular meeting.

Mayor Harker thanked Mr. Meshaw for the presentation and asked if there were any questions from the Commissioners.

Commissioner Terwilliger asked what the next steps would be, assuming the plan was adopted. He expressed concern for the lack of backup plans for critical pieces of the system or alternatives options if something fails. He asked if that would be pursued.

Mr. Meshaw said they could develop an internal plan of action. He explained some areas were more complicated than others, and suggested it be best to have written down procedures.

Commissioner Oliver commended Mr. Meshaw for his efforts in helping to prepare the plan and the presentation. He said he had four things he would like brought back to the next meeting. He said on page three of the executive survey, Rivers reports that we have a 1.5 million gallons per day wastewater treatment facility, he said he believed we have 1.85 and that is a subject he would like Mr. Meshaw to report back on. He asked, from Mr. Meshaw's professional standpoint, had he reviewed the cost estimates on page five of the executive review; did he think they were generally realistic and were they generated by Town staff or the consultant. He also asked if Mr. Meshaw had specific recommendations of additional measurements; for instance, different lift stations around, so perhaps we can continue to build the database that this study has started. He ended by asking how much overview and how much confidence Mr. Meshaw personally had in the inventory.

Mr. Meshaw said he would be happy to bring that back on February 14th

Commissioner Hollinshed said she thought it was a great report and especially liked the fact it was ranked. She said the plan gave a great starting point as to where they should dig in and make corrections. She expressed concern as for when new developments are added and asked how that addition would affect this report. She referenced the example of Pruitt because it was done after the report. She asked if mention for the need of a cleanout station in the eastern half of the system would be part of this improvement plan.

Mr. Meshaw said he would address those things at the next meeting.

Commissioner Hagle said it was a great report and emphasized the importance of the document to be used as a planning tool and better maintenance practice moving forward. He asked if preventive maintenance features would be added as needed; for example, when we upgrade and change the pump stations, will technology be able to be incorporated to somehow give predictions about aging and failures.

Mr. Meshaw said he was not sure about predictions but noted a cellular based Scada System was in the upcoming budget, which would be a major upgrade from what was currently used. He suggested a desired system would inventory and record much more than the current one does, that only alerts staff when something is wrong, rather than measuring performance and efficiency. He explained an upgrade would allow tracking capacity as well as examination of usage patterns.

Mayor Harker confirmed the consensus of the Commissioners was to put the item on the consent agenda for the next meeting.

14. Delinquent Utility Accounts

Christi Wood, Finance Director, gave background and staff suggestions regarding delinquent utility accounts in the Town. Presented information is listed below:

On March 10, 2020, Governor Cooper signed Executive Order 124 prohibiting utility account cutoffs for non-payments. The Governor then signed Executive Order 142 on May 30, 2020, extending the moratorium on utility cutoffs which was later extended to July 31,

2020. Upon expiration of the moratorium on July 31, 2020, local governments were required to offer a six (6) month payment plan for past due balances before utility customers could be disconnected for non-payment. The Town has continued to generate, post and mail utility bills as normal throughout the pandemic, without levying any late fees on past due amounts. Each utility bill shows the customers current amount due and the total past due amount. In order to encourage our customers to pay their utility bills, the staff has published several notices in the Town newsletter urging residents to call and setup payment plans. While the Town has also provided information to customers on the HOPE program and the Low-Income Housing Water Assistance Program (LIHWAP) to those who may qualify for financial assistance, no one has been cutoff due to their failure to setup a payment plan or make a utility payment. As of January 19, 2022 there are 160 accounts, totaling \$118,309, on the cutoff list. Account Balances range from \$25.00 to \$5,939, average is \$744.00

Ms. Wood explained that staff suggested the Board consider resuming late fees and cutoffs, after a 30-day notice is given on the bills and in the newsletter. The Finance Department will work with residents to establish payment plans as requested. Payment plans will be over a 12-month period or less, as applicable.

Commissioner Terwilliger asked some questions about the delinquent accounts and what those fees were made up of, such as water, sewer, and trash pickup.

Ms. Wood said it was all three services.

Commissioner Terwilliger said it looked as if there was one commercial account, totaling \$4,600 and they have not paid in 22 months; are we still providing service to them?

Ms. Wood said yes; staff is working to resolve that account. She said they have contacted the owner and are waiting to hear back.

Commissioner Terwilliger said that he did not have a problem with the proposed plan but wanted to add he thought the wording should be very explicit and clear. For example, you have 30-days to setup a payment plan, or we will proceed with disconnection.

Commissioner Oliver suggested that the Town had done its part, by not disconnecting these accounts until this point and it was time move forward. He said the part that is pre-covid, those delinquent accounts need to be handled as directly as possible, noting that total was around \$47,000.

Commissioner Hagle said they had been at this for some time now and have provided plenty of opportunity for people to setup payment plans. He said he agreed with staff recommendation and would like a report back to the Commissioners on monthly basis to show how the plan is working; he also agreed with Commissioner Oliver, the pre-covid accounts need to be taken care of immediately.

Commissioner Hollinshed said she agreed with what had been said but wanted to add the thought the newsletter was a tool to reach people; but the method needs to be strengthened for this topic, possibly requiring the person to sign for the mail. She also said that the mail needed to reach the person that is listed on the account, the one who is responsible for making the payment.

Commissioner Hagle suggested personal notification on these, not just the newsletter.

Commissioner Oliver suggested even registered mail if that was appropriate; whatever the staff recommends. He suggested the method chosen needs to have a direct, clear, and unambiguous message, so that it would be taken seriously.

Mayor Harker asked Ms. Wood if it would be possible to make individual phone calls to each of these 160 people.

Ms. Wood confirmed they could call the person on the account, which is ultimately the person responsible for the account, not necessarily renters or landlords.

Commissioner Hagle made a motion for staff to move forward with these recommendations as presented, with solid notification and firm deadlines.

Ms. Wood said that this would be included in the February Newsletter, but additional notifications would be sent as well.

Mayor Harker confirmed that if it was approved now, staff could get started right away.

Commissioner Oliver said he did not think the newsletter served as a legal notice.

Commissioner Hagle said he would put emphasis on sending out a personal letter to the account holder as fast as possible.

Mayor Harker asked if he was referring to a registered letter.

Commissioner Oliver suggested whatever the Town Attorney recommends, as a required formal notice under our Town.

Arey Grady, Town Attorney, said that the newsletter would not be deemed a formal notice; but in the spirit of communicating as much as possible, he believed it was a very good idea to use that method as well. He said that registered or certified mail is typical and customary in this type of situations, but the problem is people can avoid it. He explained that you do not have to pickup your registered mail, and people who were accustomed to getting mail of that nature may avoid acknowledging it. He suggested it was a good idea to jump through the hoops anyway, in the event this turned into a legal matter down the road; the Town would want to be able to say they did everything they could to notify these people about the situation and what might happen to them- a regular letter and a certified letter are just part of the process.

Commissioner Hagle suggested mentioning the programs that were available to help in the letter as well.

Ms. Wood said that could be included as well and she would use other outlets as well, such as communicating with the Town's Public Information Officer to get the awareness out through social media, Town website, newsletters, and late notices on the bills.

Mayor Harker reminded the Commissioners there was a motion on the floor to follow all of the staff recommendations, as well as the heightened tools necessary to get the information out to those citizens that are in the rears. She asked if there were any further questions on the topic, if not they would vote.

Voting Yea: Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

The motion passed unanimously.

15. Financial Notes

Ms. Wood presented the December finance report, she noted there was tax collection information on the coversheet for November and December 2021. She also noted the Sales and use tax distribution for the month of January was \$194,343, which is for October sales. She explained those amounts fall three months behind from when the Town receives the funds.

Ms. Wood said the Town received notification in late December that the premium cost for BCBS employee coverage would increase in January. This increase is more than the increase that was budget for this year. The increase amount is being reviewed and will likely result in and request for a budget amendment in an upcoming meeting.

Ms. Wood also gave notification on a six-month review of the trash costs for the Waterfront Business District (WBD); this review is being completed and is to ensure the costs of collections are being covered by the fees charged. There will be more information to follow on this, possibly at the February Work Session.

Mayor/Commissioner Comments

There were no additional comments from Commissioners.

Mayor Harker ended by thanking all who were involved in preparations, as it was a really good meeting. She also thanked the Beaufort Fire Department for improving the Town's Municipal Rating Class from a 5 to a 4, which will save the citizens money on their insurance rates.

Adjourn

Commissioner Hagle made a motion to adjourn the meeting at 5:45 PM.

Voting Yea: Voting Yea: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

The motion passed unanimously.

Sharon Harker, Mayor

Elizabeth Lewis, Town Clerk

Wastewater Asset Management Plan



Town of Beaufort

January 24, 2022

Wastewater Asset Management Plan

- Asset Inventory and Assessment grant program
 - \$150,000 grant / \$22,000 Match
- Effort started August 2020
- Focus: Collection & Transmission System
- Report completed December 21,2021

Wastewater Asset Management Plan

for



Town of Beaufort, N.C.

December 2021
Rivers and Associates, Inc.
Project No. 2018042

Wastewater Asset Management Plan

- Tool for facilitating proper maintenance & operation

Wastewater Asset Management Plan

for



Town of Beaufort, N.C.

December 2021
Rivers and Associates, Inc.
Project No. 2018042

Wastewater Asset Management Plan

- Presents inventory of assets
- Provides condition assessments of the assets
- Ranks & prioritizes asset needs
- Recommends 10-year Capital Improvements Plan

Wastewater Asset Management Plan

for



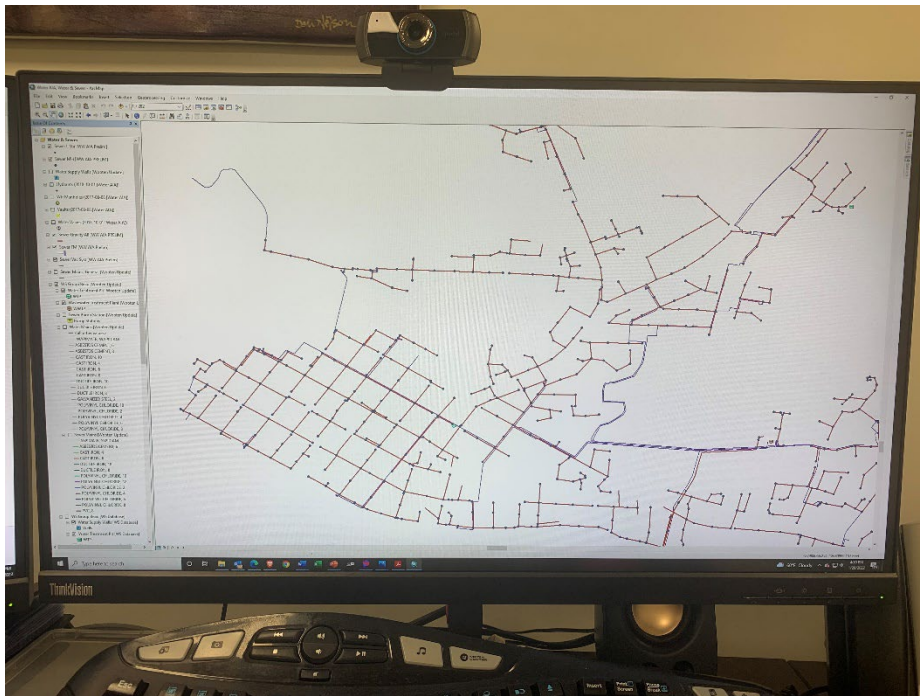
Town of Beaufort, N.C.

December 2021
Rivers and Associates, Inc.
Project No. 2018042

Wastewater Asset Management Plan

Inventory of Assets

- Deliverables
 - Current listing & mapping of assets
 - Electronic GIS mapping

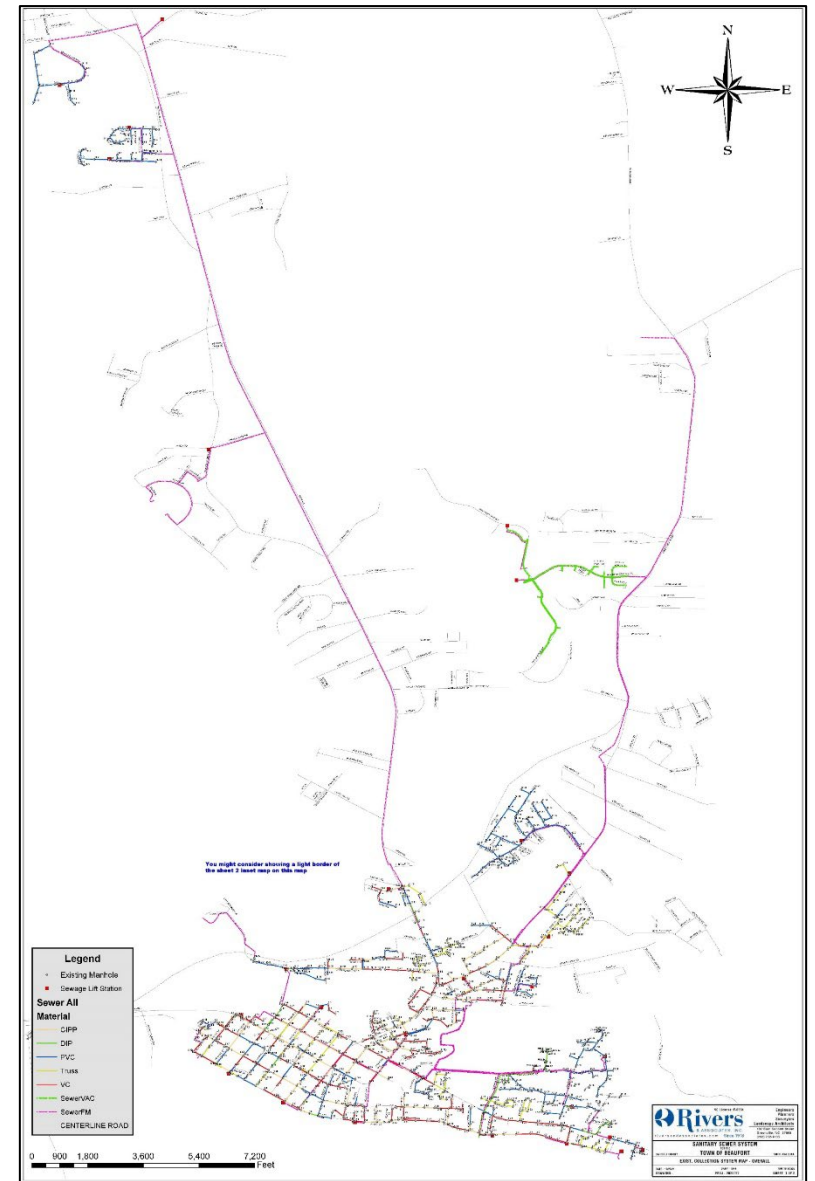


Town of Beaufort Wastewater Asset Management Plan Lift Station Inventory																			
PS #	Location	Wat. Wt. (Gallons)	Wat. Wt. Capacity (Gallons)	Pump Manufacturer	Pump Model	Station Name	Pump Type	Pump Flow (GPM)	Pump Voltage	Pump Capacity (GPM @ 10')	Pump 1 Size (Diameter @ Depth)	Pump 2 Size (Diameter @ Depth)	Lift Station Ave. Elevation (ft.)	Avg. Daily Flow (MGD)	Notes	Last Const. (Year)	Flow Main Diameter (in.)	Pipe Size (in.)	
1	428 Front St.	6.2	225.0	Grundfos	T1A-SB-F	1	Deep Well Centrifugal	15.8	230	170 @ 24.0'	111 @ 24.0'	187 @ 27.7'	145 @ 18.0'	5.8	Fixed Generator	1	4	2.75	
2	1122 Front St.	6.2	225.0	Grundfos	T1A-SB-F	2	Deep Well Centrifugal	15.8	230	160	128 @ 27.0'	181 @ 28.0'	206 @ 29.0'	5.1	Fixed Generator	1	6	2.14	
3	1788 Front St.	6.2	225.0	Grundfos	T1A-SB-F	1	Deep Well Centrifugal	7.5	230	170 @ 14.1'	115.5 @ 11.4'	128.0 @ 13.4'	183.0 @ 23.4'	5.1	Fixed Generator	1	6	2.45	
4	2341 Front St.	6.2	165.0	Hytel	CP-1045 LT	1	Submersible	3.8	230	150	90.5	96.7	91.1	5.8	Fixed Generator	1	4	785	
5	354 Front St.	6.2	225.0	Grundfos	T1A-SB-F	1	Deep Well Centrifugal	5.8	230	100	210 @ 19.0'	274 @ 20.0'	228.1 @ 20.0'	4.8	Fixed Generator	1	4	429	
6	1510 Coche St.	13.5 x 4	655.5	Grundfos	T1A-SB-F T1A-SB-F	5	Surface Lift	36.8	230	450	318.5 @ 195.8'	448.7 @ 141.8'	387.5 @ 91.8'	3.8	Fixed Generator	1	18	1.51	
7	229 McHenry St.	6.2	225.0	Grundfos	T1A-SB-F	2	Deep Well Centrifugal	15.8	230	150	201 @ 41.1'	151.0 @ 41.8'	189.0 @ 33.8'	7.8	Fixed Generator	1	6	957	
8	314 Cannon Ave.	11.5 x 6	655.5	Grundfos	T1A-SB-F	1	Surface Lift	36.8	230	450	349 @ 67.0'	Not Pumping	318.8 @ 67.0'	2.9	Fixed Generator	1	6	966	
9	2312 Live Oak St. (between 4th & 5th Sts.)	6.2	211.0	Hydromatic	361004-14	2	Submersible	40.9	220	180 @ 14.0'	227 @ 12.0'	167.4 @ 44.8'	186.1 @ 87.0'	6.1	Fixed Generator	1	6	1.87	
10	599 Swaner St.	6.2	211.0	Hytel	CP-1045 LT	2	Submersible	3.8	220	180 @ 14.0'	92.7 @ 15.0'	102.4 @ 21.0'	97.0 @ 18.0'	3.8	Fixed Generator	1	4	1.28	
11	181 East Ave.	5.6	180.0	Grundfos	T1A-SB-F	1	Surface Lift	7.5	230	170 @ 16.0'	91.0 @ 88.0'	82.0 @ 15.0'	88.0 @ 16.0'	6.7	Fixed Generator	1	4	880	
12	229 Wilcox Dr.	5.6	180.0	Grundfos	T1A-SB-F	2	Surface Lift	5.8	200	200	149 @ 24.0'	129.1 @ 32.0'	144.6 @ 31.0'	2.5	Fixed Generator	1	4	899	
13	895 Live Oak St. (behind Live)	6.2	174.0	Hytel	CP-1045 LT	1	Submersible	3.8	220	250	200	Not Pumping	200	0.1	Fixed Generator	1	4	10	
14	330 Shannon Wells Rd.	5 x 10	250.0	Grundfos	261-CL17027	2	Surface Lift	27.0	180	300	180 @ 138.8'	78.0 @ 121.1'	90.0 @ 123.0'	0.6	Fixed Generator	1	8	25.81	
15	115 Platonic Circle	5.6	180.0	Hytel	CP-1045 LT	1	Submersible	3.8	220	320	112.2	122.4	117.0	0.9	Fixed Generator	1	4	900	
16	426 Professional Park Dr.	6.2	211.0	Hydromatic	340700-X	2	Submersible	3.8	220	300	280.0	281.0	281.0	3.4	Fixed Generator	1	4	950	
17	Professional Works	6.2	211.0	Hydromatic	340700-X	2	Submersible	3.8	220	320	271.0	281.0	281.0	2.2	Not	1	2	537	
18	1305 Madison Bay Tr.	8.0	176.0	Grundfos	T1A-SB-F	1	Surface Lift	15.8	220	100	181.0 @ 156.1'	113.4 @ 99.1'	147.0 @ 162.3'	5.8	Fixed Generator	1	4	2.000	
19	1381 Madison Creek Dr.	6.2	176.0	Grundfos	0122	1	Submersible	2.8	400	80 @ 20.0' 120 @ 21.0'	74.4	82.1	78.4	1.6	Fixed Generator	1	4	1.310	
20	900 North Royal Oak Dr.	Unknown	N/A	Unknown	Unknown	1	Deep Well Centrifugal	Unknown	Unknown	Unknown	100 @ 16.0'	N/A	N/A	N/A	0.2	Fixed Generator	1	6	2.715
21	380 Lakes Dr.	6.2	211.0	Unknown	Unknown	2	Submersible	Unknown	Unknown	Unknown	13.0 @ 95.4'	14.0 @ 119.7'	10.7 @ 108.1'	0.2	Fixed Generator	1	2	1.900	
22	230 Woodway Ln.	6.2	174.0	Hytel	DHL 132 2504-0272	1	Submersible	3.8	180	307	210 @ 14.4'	208.7 @ 17.1'	206.4 @ 16.8'	6.1	Fixed Generator	1	4	1.966	
23	Not been installed in Town	Unknown	N/A	Unknown	Unknown	1	Submersible	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	Unknown	
24	2225 Leavenworth Rd	8.0	176.0	Hytel	CP 1045 LT 3100-23	2	Submersible	4.8	400	110 @ 14.0'	110.0 @ 14.1'	116.0 @ 14.8'	116.7 @ 14.8'	0.8	Fixed Generator	1	4	1.390	
25	561 Riverside Crk Road	5.6	180.0	Hytel	MP117107	1	Submersible	11.8	230	110 @ 16.0'	208.1	217.0	217.0	Unknown	Fixed Generator	1	4	1.600	

Wastewater Asset Management Plan

Inventory of Assets

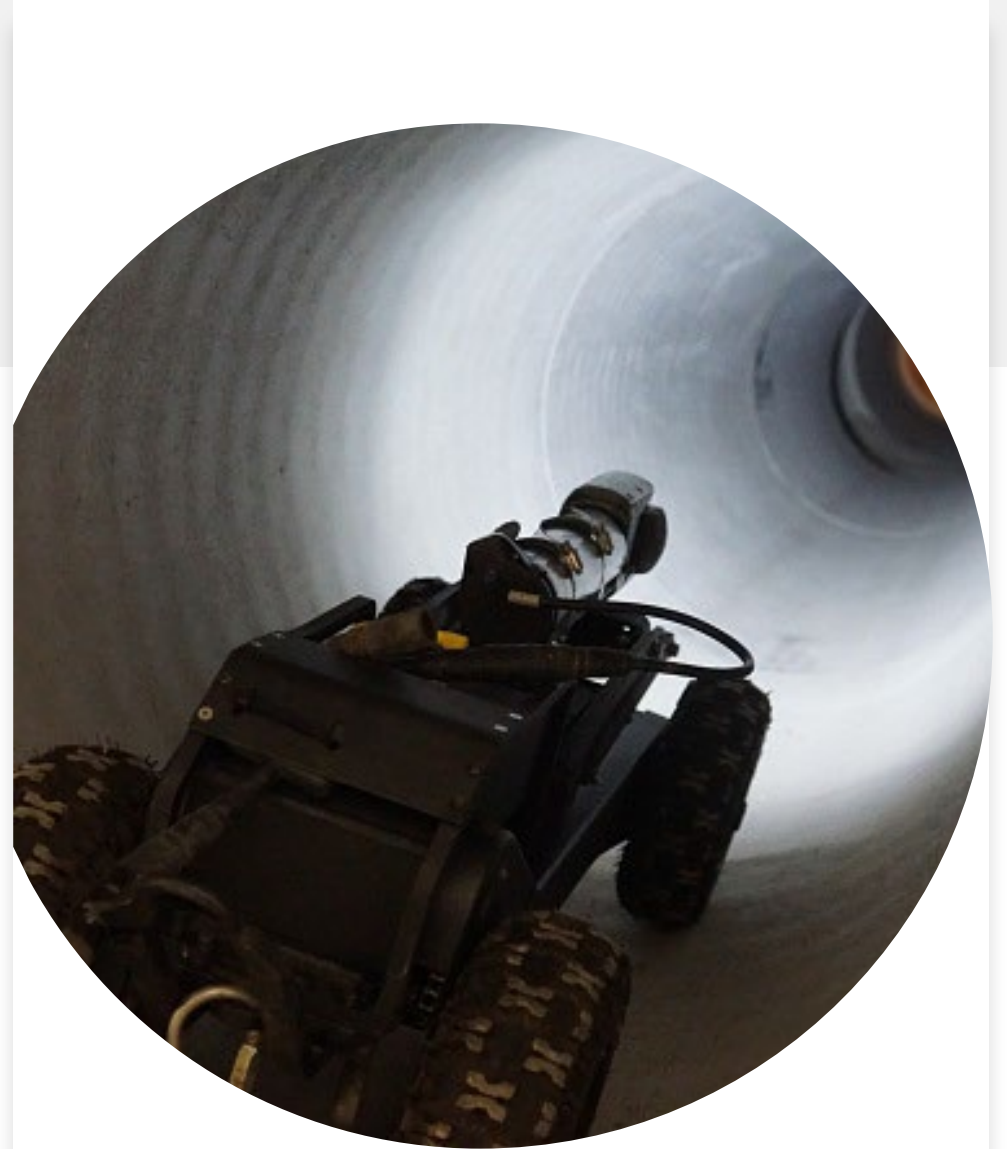
- Pressurized sewer force mains
→ 26.3± miles
- Gravity sewer lines
→ 33.2± miles
- Sewer manholes
→ 832±
- Sewer pump stations
→ 25



Wastewater Asset Management Plan

Condition Assessments

- Gravity sewer lines
 - Overall Rating: **Fair**
 - Age & materials of construction
 - Closed circuit television inspection



Wastewater Asset Management Plan

Condition Assessments

- Sewer manholes
 - Overall Rating: **Fair**
 - 2020 & 2021 visual inspections

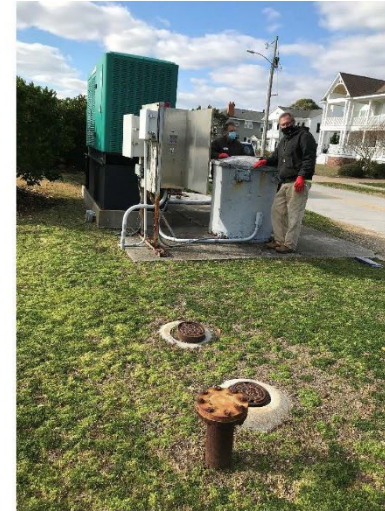


Wastewater Asset Management Plan

Condition Assessments

- Pump Stations
 - Overall Rating: **Fair**
 - Visual general inspections
 - Electrical systems inspections
 - Drawdown testing

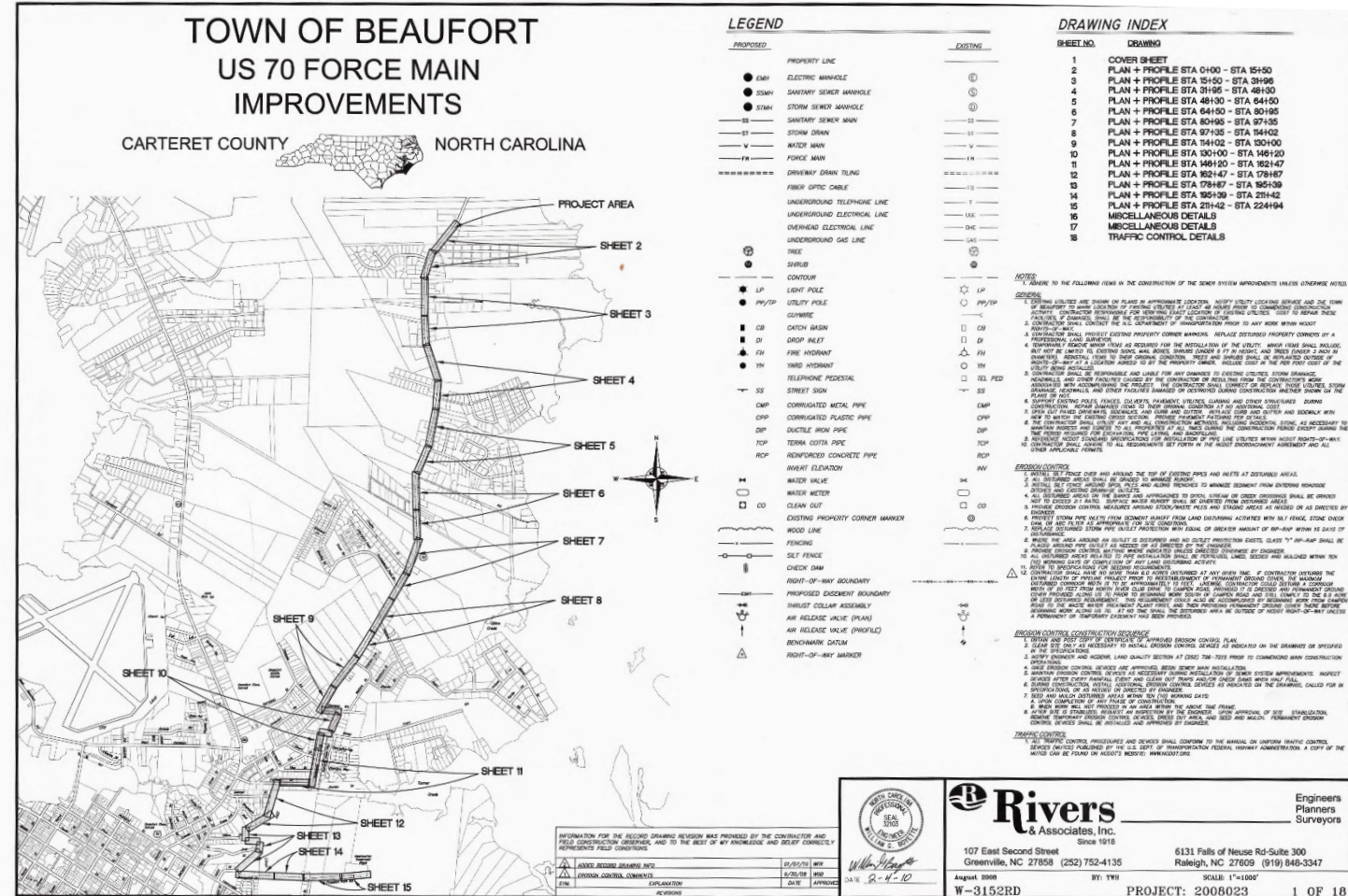
Station Number:	#2		
Station Address:	1112 Front St		
Date of Inspection:	1/6/2021	Current Weather:	Clear
Inspection Completed by:	Stephen Reece Gary Stone Elbert Godette	Days since last significant rain:	3



Wastewater Asset Management Plan

Condition Assessments

- Pressurized sewer force mains
 - Overall Rating: **Good**
 - Age & materials of construction



Wastewater Asset Management Plan

Asset Needs Analysis

- Criticality Rating
 - Risk
 - Consequence of failure

'Risk' x 'Consequence' = 'Criticality'

Wastewater System Asset Condition and Criticality Assessment (Score Sheet)

Town of Beaufort, NC

Wastewater Asset Management Plan

Scoring Reference						Risk of Failure					Consequence of Failure	Criticality Rating	Criticality Ranking	
						0 - 5	0 - 5	0 - 5	0 - 5	0 - 5	SUM 1	SUM 2		SUM 1 x SUM 2 =
Scoring Range						0 - 5	0 - 5	0 - 5	0 - 5	0 - 5	0 - 25	1 - 20	0 - 500	
Beaufort Liftstation	Location	Installation Date	Rebuilt/Rehab	Replaced	Comment	Condition Rating	Capacity Rating	Service Life Rating	Pump Redundancy	Power Redundancy	Total Risk Score	Sewage Handling Volume	Product of Risk x Consequence	Numerical Rank
7	559 Mulberry St.	1969				4	4	5	3	0	16	3	48	1
6	101B Cedar St.	1969				3	2	5	3	0	13	3	39	2
1	620 Front St.	1969				4	3	5	3	0	15	2	30	3
5	334 Front St.	1969				4	3	5	3	0	15	2	30	3
2	1112 Front St.	1969				3	3	5	3	0	14	2	28	4
3	1708 Front St.	1969				3	3	5	3	0	14	2	28	4
8	314 Craven Ave.	1969				3	2	5	3	0	13	2	26	5
9	1512 Live Oak St.	1969	2008			3	4	1	3	0	11	2	22	6
						2	2	2	3	0	9	2	18	7
						4	2	2	3	5	16	1	16	8
18	130B Madison Bay Dr.	2003				3	3	1	3	3	13	1	13	9
4	2214 Front St.	1969				3	2	5	3	0	13	1	13	9
12	320 Wellons Dr.	1975				3	2	4	3	0	12	1	12	10
13	1899 Live Oak St. (Food Lion)	1994				2	0	2	3	3	10	1	10	11
15	119 Plantation Circle	2001				2	0	2	3	3	10	1	10	11
11	104 Earl Ave.	1969				2	0	5	3	0	10	1	10	11
19	918A Eastman Creek Dr.	2005				3	1	1	3	0	8	1	8	12
14	503 Sensation Weigh Rd.	1998				2	0	2	3	0	7	1	7	13
10	599 Turner St.	1969		2012		1	2	0	3	0	6	1	6	14
21	300 Links Dr.	2017				2	0	0	3	0	5	1	5	15

'Risk' x 'Consequence' = 'Criticality'

Wastewater System Asset Condition and Criticality Assessment (Score Sheet)

Town of Beaufort, NC

Wastewater Asset Management Plan

Scoring Reference						Risk of Failure					SUM 1	Consequence of Failure	Criticality Rating	Criticality Ranking
						SUM 2	SUM 1 x SUM 2 =							
Scoring Range						0 - 5	0 - 5	0 - 5	0 - 5	0 - 5	0 - 25	1 - 20	0 - 500	
Beaufort Liftstation	Location	Installation Date	Rebuilt/Rehab	Replaced	Comments	Condition Rating	Capacity Rating	Service Life Rating	Pump Redundancy	Power Redundancy	Total Risk Score	Sewage Handling Volume	Product of Risk x Consequence	Numerical Rank
7	559 Mulberry St.	1969				4	4	5	3	0	16	3	48	1
6	101B Cedar St.	1969				3	2	5	3	0	13	3	39	2
1	620 Front St.	1969				4	3	5	3	0	15	2	30	3
5	334 Front St.	1969				4	3	5	3	0	15	2	30	3
2	1112 Front St.	1969				3	3	5	3	0	14	2	28	4
3	1708 Front St.	1969				3	3	5	3	0	14	2	28	4
8	314 Craven Ave.	1969				3	2	5	3	0	13	2	26	5
9	1512 Live Oak St.	1969	2008			3	4	1	3	0	11	2	22	6
						2	2	2	3	0	9	2	18	7
						4	2	2	3	5	16	1	16	8
18	130B Madison Bay Dr.	2003				3	3	1	3	3	13	1	13	9
4	2214 Front St.	1969				3	2	5	3	0	13	1	13	9
12	320 Wellons Dr.	1975				3	2	4	3	0	12	1	12	10
13	1899 Live Oak St. (Food Lion)	1994				2	0	2	3	3	10	1	10	11
15	119 Plantation Circle	2001				2	0	2	3	3	10	1	10	11
11	104 Earl Ave.	1969				2	0	5	3	0	10	1	10	11
19	918A Eastman Creek Dr.	2005				3	1	1	3	0	8	1	8	12
14	503 Sensation Weigh Rd.	1998				2	0	2	3	0	7	1	7	13
10	599 Turner St.	1969		2012		1	2	0	3	0	6	1	6	14
21	300 Links Dr.	2017				2	0	0	3	0	5	1	5	15

'Risk' x 'Consequence' = 'Criticality'

Wastewater System Asset Condition and Criticality Assessment (Score Sheet)

Town of Beaufort, NC

Wastewater Asset Management Plan

Scoring Reference						Risk of Failure					Consequence of Failure		Criticality Rating	Criticality Ranking
											SUM 1	SUM 2	SUM 1 x SUM 2 =	
Scoring Range						0 - 5	0 - 5	0 - 5	0 - 5	0 - 5	0 - 25	1 - 20	0 - 500	
Beaufort Liftstation	Location	Installation Date	Rebuilt/Rehab	Replaced	Comments	Condition Rating	Capacity Rating	Service Life Rating	Pump Redundancy	Power Redundancy	Total Risk Score	Sewage Handling Volume	Product of Risk x Consequence	Numerical Rank
7	559 Mulberry St.	1969				4	4	5	3	0	16	3	48	1
6	101B Cedar St.	1969				3	2	5	3	0	13	3	39	2
1	620 Front St.	1969				4	3	5	3	0	15	2	30	3
5	334 Front St.	1969				4	3	5	3	0	15	2	30	3
2	1112 Front St.	1969				3	3	5	3	0	14	2	28	4
3	1708 Front St.	1969				3	3	5	3	0	14	2	28	4
8	314 Craven Ave.	1969				3	2	5	3	0	13	2	26	5
9	1512 Live Oak St.	1969	2008			3	4	1	3	0	11	2	22	6
						2	2	2	3	0	9	2	18	7
						4	2	2	3	5	16	1	16	8
18	130B Madison Bay Dr.	2003				3	3	1	3	3	13	1	13	9
4	2214 Front St.	1969				3	2	5	3	0	13	1	13	9
12	320 Wellons Dr.	1975				3	2	4	3	0	12	1	12	10
13	1899 Live Oak St. (Food Lion)	1994				2	0	2	3	3	10	1	10	11
15	119 Plantation Circle	2001				2	0	2	3	3	10	1	10	11
11	104 Earl Ave.	1969				2	0	5	3	0	10	1	10	11
19	918A Eastman Creek Dr.	2005				3	1	1	3	0	8	1	8	12
14	503 Sensation Weigh Rd.	1998				2	0	2	3	0	7	1	7	13
10	599 Turner St.	1969		2012		1	2	0	3	0	6	1	6	14
21	300 Links Dr.	2017				2	0	0	3	0	5	1	5	15

'Risk' x 'Consequence' = 'Criticality'

Wastewater System Asset Condition and Criticality Assessment (Score Sheet)

Town of Beaufort, NC

Wastewater Asset Management Plan

Scoring Reference						Risk of Failure					Consequence of Failure	Criticality Rating	Criticality Ranking	
											SUM 1	SUM 2		SUM 1 x SUM 2 =
Scoring Range						0 - 5	0 - 5	0 - 5	0 - 5	0 - 5	0 - 25	1 - 20	0 - 500	
Beaufort Liftstation	Location	Installation Date	Rebuilt/Rehab	Replaced	Comments	Condition Rating	Capacity Rating	Service Life Rating	Pump Redundancy	Power Redundancy	Total Risk Score	Sewage Handling Volume	Product of Risk x Consequence	Numerical Rank
7	559 Mulberry St.	1969				4	4	5	3	0	16	3	48	1
6	101B Cedar St.	1969				3	2	5	3	0	13	3	39	2
1	620 Front St.	1969				4	3	5	3	0	15	2	30	3
5	334 Front St.	1969				4	3	5	3	0	15	2	30	3
2	1112 Front St.	1969				3	3	5	3	0	14	2	28	4
3	1708 Front St.	1969				3	3	5	3	0	14	2	28	4
8	314 Craven Ave.	1969				3	2	5	3	0	13	2	26	5
9	1512 Live Oak St.	1969	2008			3	4	1	3	0	11	2	22	6
						2	2	2	3	0	9	2	18	7
						4	2	2	3	5	16	1	16	8
18	130B Madison Bay Dr.	2003				3	3	1	3	3	13	1	13	9
4	2214 Front St.	1969				3	2	5	3	0	13	1	13	9
12	320 Wellons Dr.	1975				3	2	4	3	0	12	1	12	10
13	1899 Live Oak St. (Food Lion)	1994				2	0	2	3	3	10	1	10	11
15	119 Plantation Circle	2001				2	0	2	3	3	10	1	10	11
11	104 Earl Ave.	1969				2	0	5	3	0	10	1	10	11
19	918A Eastman Creek Dr.	2005				3	1	1	3	0	8	1	8	12
14	503 Sensation Weigh Rd.	1998				2	0	2	3	0	7	1	7	13
10	599 Turner St.	1969		2012		1	2	0	3	0	6	1	6	14
21	300 Links Dr.	2017				2	0	0	3	0	5	1	5	15

Criticality Ranking

Wastewater Asset Management Plan

Asset Needs Analysis

- Criticality Rating
 - Pump Stations
 - Sewer Line Segments
 - Force Mains

Town of Beaufort Force Main Inventory Sorted By Total Rating Wastewater Asset Management Plan								
Force Main Location	Diameter (in)	Approximate Length (ft)	Material	Approximate Date	Approximate Age	Service Life Rating [Risk]	Capacity Rating [Consequence]	Total Rating
LS 14	8	35451	DIP/PVC	1969	52	5	5	25
WWTP	12	6179	DIP	1969	52	5	4	20
LS 3	6	2425	DIP	1969	52	5	3	15
LS 6	10	3561	DIP	1969	52	5	3	15
LS 7	6	952	DIP	1969	52	5	3	15
LS 8	8	965	DIP	1969	52	5	3	15
LS 9	6	1437	DIP	1969	52	5	3	15
East Carteret HS	8	13200	PVC	1992	29	3	4	12
Live Oak St	8	6520	PVC	1992	29	3	4	12
LS 1	6	2779	DIP	1969	52	5	2	10
LS 2	6	2114	DIP	1969	52	5	2	10
LS 4	4	782	DIP	1969	52	5	2	10
LS 5	4	329	DIP	1969	52	5	2	10
LS 11	4	480	DIP	1969	52	5	2	10
LS 12	4	899	DIP	1975	46	5	2	10
LS 13	6	10	DIP	1975	46	5	2	10
Live Oak 12" to WWTP 18" Connector	16	3480	DIP	2010	11	2	5	10
WWTP	16	3047	DIP	2005	16	2	4	8
WWTP	18	6145	DIP	2010	11	2	4	8
US Highway 70	12	4500	PVC	2010	11	2	4	8
Live Oak St	12	6350	PVC	2010	11	2	4	8
Vacuum Station to 12" Tie-in	8	23	PVC	2010	11	2	4	8
East Carteret HS to 12" Tie-in	8	3	PVC	2010	11	2	4	8
8" to 12" Tie-in Live Oak St @ LS 13	8	17	PVC	2010	11	2	4	8
8" to 16" Tie-in Live Oak St	8	27	PVC	2010	11	2	4	8
Lennoxville Rd 12" to 16" WWTP	12	1650	DIP	2005	16	2	4	8
Lennoxville Rd 12" to 18" WWTP Tie-in	12	25	PVC	2010	11	2	4	8
Lennoxville Rd 12" to 12" WWTP Tie-in	12	15	DIP	2005	16	2	4	8
LS 9 to 12" WWTP	12	2405	DIP	2002	19	2	4	8
LS 9 to 12" WWTP Tie-in	8	250	DIP	2002	19	2	4	8
LS 16	6	950	PVC	1999	22	3	2	6
LS 17	2	535	DIP	1999	22	3	2	6
LS 18	4	2000	PVC	2003	18	2	3	6
LS 20 (Vacuum Station)	8	3715	PVC	2007	14	2	3	6
Piver's Island	6	1000	HDPE	1996	25	3	2	6
US Highway 70 Utility Relocation	14	2250	DIP	2013	8	1	5	5
Grinder Pump (7-22)	2	200	PVC	1969	52	5	1	5
Grinder Pump (4-23)	2	150	PVC	1969	52	5	1	5
Sump Pump (5-25)	4	165	DIP	1969	52	5	1	5
Sump Pump (6-12)	2	270	PVC	1969	52	5	1	5

Town of Beaufort Gravity Sewer Lines Ranked by Criticality Wastewater Asset Management Plan													
Upstream Manhole	Downstream Manhole	Diameter (in)	Length (ft)	Material	Installation Date	Age (Years)	Inch-miles	Risk Assessment			Consequence Assessment		Total Ranking
								Material Rating	Service Life Rating	Condition Rating	OPD/in-Mi	Infiltration Rating	
2-33	2-32	6	175	VC	1969	52	0.22	5	5	5	108,725.88	5	75
2-32	2-31	10	65	VC	1969	52	0.12	5	5	4	108,725.88	5	70
2-5	2-4	8	100	VC	1969	52	0.15	5	5	2	56,100.00	5	60
2-6	2-5	6	250	VC	1969	52	0.28	5	5	5	17,600.00	4	60
2-16	2-14	8	350	VC	1969	52	0.53	5	5	5	38,076.92	4	60
2-27	2-12	8	400	VC	1969	52	0.61	5	5	5	16,645.00	4	60
2-34	2-33	6	56	VC	1969	52	0.04	5	5	5	28,758.17	4	60
2-35	2-34	6	117	VC	1969	52	0.13	5	5	5	26,758.17	4	60
3-24	3-8	8	75	VC	1969	52	0.11	5	5	2	87,724.00	5	60
3-25	3-24	8	75	VC	1969	52	0.11	5	5	2	87,724.00	5	60
6-11	6-10	8	175	VC	1969	52	0.27	5	5	5	20,742.86	4	60
6-30	Stub-out	6	299	VC	1969	52	0.32	5	5	5	15,114.29	4	60
7-16	7-6	8	239	VC	1969	52	0.35	5	5	5	10,869.04	4	60
8-26	8-25	8	150	VC	1969	52	0.23	5	5	5	11,318.95	4	60
8-26	8-25	8	135	VC	1969	52	0.22	5	5	5	11,578.95	4	60
8-26	8-25	8	209	VC	1969	52	0.32	5	5	5	11,948.47	4	60
8-29	8-28	8	275	VC	1969	52	0.42	5	5	5	11,948.47	4	60
8-61	8-39	8	195	VC	1969	52	0.32	5	5	5	10,830.77	4	60
9-25	9-24	8	282	VC	1969	52	0.43	5	5	5	16,600.00	4	60
9-36	9-25	8	252	VC	1969	52	0.38	5	5	5	16,600.00	4	60
9-30	9-28	8	199	VC	1969	52	0.29	5	5	5	11,708.26	4	60
9-93	9-92	8	305	VC	1969	52	0.45	5	5	5	10,036.36	4	60
9-56	9-55	8	285	VC	1969	52	0.42	5	5	5	13,813.95	4	60

Wastewater Asset Inventory Assessment

10-Year Capital Projects Recommendations

- Based upon evaluation (i.e., criticality ranking)



Wastewater Asset Inventory Assessment

10-Year Capital Projects Recommendations

- Replacement of Pump Station #7
- Rehabilitate Pump Station #6
- Replace Pump Station #5
- Replace Pump Station #2
- Replace Pump Station #3
- Rehabilitate Pump Station #8
- Rehabilitate Sanitary Sewers



Wastewater Asset Inventory Assessment

10-Year Capital Projects Recommendations

- Replacement of Pump Station #7
- Rehabilitate Pump Station #6
- Replace Pump Station #5
- Replace Pump Station #2
- Replace Pump Station #3
- Rehabilitate Pump Station #8
- Rehabilitate Sanitary Sewers



\$8.4 Million



Wastewater Asset Management Plan

Recommendations

- Pump Stations
 - Complete the recommended projects
 - Test pumps annually (i.e., draw down tests)
 - Install pressure gauges on discharge mains

Wastewater Asset Management Plan

for



Town of Beaufort, N.C.

December 2021
Rivers and Associates, Inc.
Project No. 2018042

Wastewater Asset Management Plan

Recommendations

- Gravity Sewers
 - Continue infiltration & inflow reduction effort
- Manholes
 - Dedicate funds annually for replacement & rehabilitation

Wastewater Asset Management Plan

for



Town of Beaufort, N.C.

December 2021
Rivers and Associates, Inc.
Project No. 2018042

Wastewater Asset Management Plan

Recommendations

- Force Mains
 - Prepare contingency plans in case of failure
 - Develop comprehensive hydraulic model of the force main transmission network

Wastewater Asset Management Plan

for



Town of Beaufort, N.C.

December 2021
Rivers and Associates, Inc.
Project No. 2018042

Wastewater Asset Management Plan

- Tool for facilitating proper maintenance & operation

Wastewater Asset Management Plan

for



Town of Beaufort, N.C.

December 2021
Rivers and Associates, Inc.
Project No. 2018042

Wastewater Asset Management Plan

Staff Request (February 14th)

- Consider adopting WWAMP
 - Planning Document
 - > Life expectancy resource
 - > Support during capital budgeting
 - > Assist with annual operation & maintenance budgeting



RESOLUTION OF THE TOWN OF BEAUFORT
ADOPTING A WASTEWATER ASSET MANAGEMENT PLAN
RESOLUTION NO. 22-001

WHEREAS, asset management is a process water and wastewater utilities can use to make sure that planned maintenance can be conducted and capital assets (pumps, motors, pipes, etc.) can be repaired, replaced, or upgraded on time and that there is sufficient funding for it; and

WHEREAS, asset management is the practice of managing infrastructure capital assets to minimize the total cost of owning and operating these assets while delivering the desired service levels; and

WHEREAS, the Town of Beaufort desires to utilize asset management to pursue and achieve sustainable infrastructure and to develop a high-performing asset management program to include detailed asset inventories, operation and maintenance tasks, and long-range financial planning; and

WHEREAS, the development of an asset management plan with good data-including asset attributes (e.g., age, condition, and criticality), life-cycle costing, proactive operations and maintenance, and capital replacement plans based on cost-benefit analyses-can be the most efficient method of meeting this challenge; and

WHEREAS, an asset management plan for the Town's wastewater collection and transmission system was developed by engineering professionals in conjunction with Town staff as evidenced by the Wastewater Asset Management Plan ("WWAMP") attached hereto; and

WHEREAS, the Board of Commissioners desires to formally adopt the WWAMP as a planning document for use in maximizing the life expectancy of the Town's capital assets and to also plan and budget for system upgrades, maintenance and repair as may be needed in the future in order to provide the rate payers of Beaufort with a system that performs efficiently from both an operations and financial perspective.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Town of Beaufort that the Wastewater Asset Management Plan attached hereto is hereby formally adopted.

Adopted this ____ day of _____, 2022

Sharon Harker, Mayor

Elizabeth Lewis, Town Clerk

Wastewater Asset Management Plan

QUESTIONS?

COMMENTS?

