

PURPOSE

The purpose of the Committee (the “Committee”) is to serve as an advisory body to the Livingston County Water and Sewer Authority Board of Directors (the “Board”). Its primary function shall be to assist in assessing, evaluating, and advising the Board on strategic initiatives, acceptance, lease or transfer of new water and wastewater systems proposed by management to the Authority and to make recommendations to the Board. As new service areas are being considered, it is important to carefully evaluate the feasibility and advisability of accepting each system based on the partnering municipality or entity, what assets are already in existence, the motivations leading to the desire to transfer services and/or infrastructure to the Authority, and what will be the financial impact and long-term monetary projections for each service area.

SCOPE

Assist management and the Board with identification of strategic initiatives, acceptance or transfer of new water and wastewater systems, and oversee management and Board due diligence with respect to proposed strategic initiatives, acceptance or transfer of new water and wastewater systems.

CHARTER

I. Committee Structure and Meetings

The Committee shall be comprised of a number of Directors to be established by the Board from time to time. The Committee members shall be appointed by and will serve at the discretion of the Board. The Board may designate one member of the Committee as its Chair. The members shall serve until their resignation, retirement, removal by the Board or until their successors shall be appointed and qualified.

The Committee will meet as necessary to adequately fulfill all the obligations and duties outlined in this charter. All Committee members are expected to attend each meeting, in person or via telephone or videoconference. Meetings will be noticed and held per the Authority By-Laws.

Meeting agendas will be prepared for every meeting and provided to the Committee members at least five days in advance of the scheduled meeting, along with the appropriate materials needed to make diligent evaluation and informed recommendations. The Committee shall act only on the affirmative vote of a majority of the members at a meeting or by unanimous consent. Minutes of these meetings are to be recorded.

II. Responsibilities

The responsibilities of the Committee may include, but not be limited to:

- Evaluate the current customer base including concerns and opportunities within the service area.
- Identify major water and wastewater concerns facing the system and service area.
- Evaluate an inventory of individual system assets, current connections, current staff (if applicable), water or wastewater needs, and capacity issues.
- Understand current asset management practices and any past technical and/or planning initiatives/studies that may exist.
- Evaluate the short and long-term options for asset and system transition to the Authority.

- Evaluate how rates may be impacted as part of the transition process. This may include operational and capital rates for short and long-term needs, how future capital improvements may be implemented and if the new system will be stand alone or included in an existing Authority system.
- Evaluate federal and state financial resources that may be available to assist with needed planning or capital efforts.
- Request any additional resources from the Board to assist with the technical review and evaluation of water/wastewater systems which may include engineering, planning, financial and legal counsel.

III. Relationship to the Authority's Board

The Committee shall develop and provide recommendations regarding the Authority's ability and interest to accept and/or receive water and/or wastewater assets from other jurisdictions, consistent with the Authority's enabling legislation and mission.