Lowcountry Regional Water System

Regular Monthly Meeting Minutes

April 28, 2026 | 4:00 p.m.

The Lowcountry Regional Water System Commission ("Commission") held its regular monthly meeting on Tuesday, April 28, 2026, at 4:00 p.m. in the Large Conference Room of the Hampton County Administrative Center, located at 200 Jackson Avenue East, Hampton, South Carolina. All meetings of the Commission are open to the public, except for matters discussed in Executive Session as permitted by law.

Commissioners Present

- Rocky Hudson, Chairman (Town of Brunson)
- Mayor Robert Brown (Town of Hampton)
- Mrs. Faye Gooding (Town of Varnville)
- Mayor Horney Mitchell (Town of Gifford)

Officers and Staff Present

- Brian Burgess, General Manager
- Sara Craven, Secretary
- Marlene Marchyshyn, Treasurer
- Blake Hodge, Field Operations Manager
- Jake Skinner, Treatment Operations Manager

Visitors Present

- Brenna Hancock

Quorum: A quorum was present.

1. Call to Order

Chairman Rocky Hudson called the meeting to order at 4:08 p.m.

2. Invocation and Pledge of Allegiance

Mayor Robert Brown delivered the invocation. The Pledge of Allegiance was led by Chairman Hudson and recited by all in attendance.

3. FOIA Compliance

The Secretary reported that notice of the meeting was posted in accordance with the South Carolina Freedom of Information Act. The agenda was prominently posted at least twenty-four (24) hours prior to the meeting and provided to local media outlets and to all individuals who requested notice.

4. Approval of Minutes

Motion was made by Mayor Robert Brown and seconded by Mayor Horney Mitchell to approve the minutes of the March 24, 2026, regular meeting as presented.
Motion carried.

5. Reports

A. Financial Report

Treasurer Marlene Marchyshyn reviewed the financial statements for March 2026, including revenues, operating expenses, and account balances. She also noted that the quarterly workers' comp was paid in March. There was a large payout to Ferguson this month.

B. General Manager's Report

General Manager Brian Burgess provided an update on events happening in the area.

- We will be filling the new tank over the next few days. We should receive the permit to operate next week.
- Rural Infrastructure (SCIIP) has approved our match for the lighting portion of the project. We are also able to use a different contractor.

Staff Reports

1. Human Resources Manager's Report

- Monthly work-hour reports were submitted for March.
- There were no workers' comp or loss-time issues.
- We lost 2 of our employees from Blake's department.
- We have received many resumes for Blake's and Jake's departments.

2. Billing Manager's Report

- Billing activity for February and March was reviewed as part of the Operations Report. There was an increase in March due to new customers in Yemassee. These new customers are located in the new subdivision on Jinks St.

3. Engineer's Report

- The Brunson force main to Hampton has been completed.
- The Yemassee WWTP Upgrade has begun.
- Today is the substantial completion date for the new elevated tank in the Industrial Park. This means that the tank should be ready for water; however, it is not ready.
- The waterline down Hwy 68 has been completed, and it is waiting on water.
- We received rural development concurrent to proceed with the electrical upgrades at the Hampton plant.
- We received some funds for the River Rd Sewer Project.
- The Railroad Emergency Sewer Upgrade Project is under design.
- A memorandum of understanding has been drafted for the school. This is an agreement to operate the off-site water and sewer system.

4. Field Operations Manager's Report

- The field crew received 76 work requests and repaired 22 leaks.
- Tie-ins were completed for LRIP and SCIC.

5. Treatment Operations Manager's Report

- Production and treatment data were reviewed and discussed for February and March.

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6. System Member Reports

A. Town of Brunson

The town is busy planning next year's budget.

Sheriff Russell will be helping the town get another camera. This will be the 5th camera in town.

B. Town of Gifford

The town is preparing for the annual Junefest.

New playground equipment will be installed on June 6th.

C. Town of Hampton

The Nix St Project has been closed out.

On May 1st, the new playground equipment will be installed in Dave Daniel Park.

Later in May, new lighting will be installed in Lightsey Park.

The town welcomed a new council member, Charlie Boyles.

D. Town of Varnville

The town has a budget workshop to prepare for the next fiscal year.

The town is looking for funding for the Old Gin. This will be a hub for the County's programs.

The town has a new contract with Wild Oak Farm & Flower.

E. Town of Yemassee

Not in attendance

F. Hampton County

Not in attendance

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7. Old Business

None.

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8. New Business

A. Water Service Replacement for Yemassee CDBG Project (Gifford Project)

There are some issues with the locations of some meters. We are responsible for some service lines that are on private property. These lines were put in before LRWS was created. Brian proposed that we run new lines. He provided a map of the locations.

Moved by Robert Brown, seconded by Faye Gooding, to approve this project. Motion carried.

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9. Public Comments

No public comments.

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10. Adjournment

Motion by Mayor Robert Brown, seconded by Mayor Horney Mitchell to adjourn.
Motion carried.
Meeting adjourned at **5:23 p.m.**

Respectfully submitted,
Sara Craven, Secretary