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The Lowcountry Regional Water System Commission is holding its regular monthly meeting that was previously scheduled for March 26, 2024 and rescheduled for Tuesday April 2, 2024 at 4:00 pm located in the large conference room at the Hampton County Administrative Center in the Town of Hampton, 200 Jackson Avenue East, Hampton South Carolina. All meetings are open to the public (except for information, if any, to be discussed in Executive Sessions) and all interested parties are invited to attend.

**Commission Present:** Mr. Rocky Hudson, Brunson

Mayor Robert Brown, Hampton

Mayor Nat Shaffer, Varnville

Mayor Horney Mitchell, Gifford

David Paul Murray, Yemassee

Darrin Williams, Hampton County

**Officers Present:** Mr. Brian Burgess, General Manager

Ms. Sara Craven, Secretary

Ms. Marlene Marchyshyn, Treasurer

Ms. Kari Foy, Engineer

Blake Hodge, Field Operations

**Visitors Present:** None

**Quorum Met:** Yes

1. **Call to Order**

Chairman Rocky Hudson called the meeting to order at 4:00 pm.

2. **Invocation and Pledge of Allegiance**

The invocation was given by David Paul Murray.

Pledge of Allegiance - Conducted by all.

3. **FOIA Compliance Report**

As required by Code of Laws of South Carolina, notice of this LRWS Commission meeting was posted prominently in the offices of the Commission at least twenty-four hours in advance. In addition, the local news media and all persons requesting notifications of meetings of the LRWS Commission were notified of the time, date, and place of such meeting, and were provided with a copy of the agenda at least twenty-four hours prior to this meeting.

4. **Approval of Minutes**

Moved by Robert Brown, seconded by David Paul Murray to approve the minutes for the February 27, 2024 meeting. Motion carried unanimously.

Moved by Robert Brown, seconded by David Paul Murray to approve the minutes for the March 14, 2024 Meeting. Motion carried unanimously.

5. **Reports:**

1. Financial Report- The financial report for February was provided by Marlene.

B. General Managers Report- Brian informed the Commissioners that a new Wastewater Treatment Manager will start on April 22nd. He also stated that the Bond Anticipation Note was issued, and the first draw was today.

(Staff Reports)

1. Deputy General Managers Report
2. Human Resource Managers Report
   1. Marlene provided the work hours for February.
3. Billing Managers Report
   1. Sara provided the billing numbers for February. She also gave a chart that shows the percentage of each payment method for payments made in March.
4. Engineers Report
   1. Kari went over the progress of ongoing projects.
      1. We received RD’s concurrence on 3/6/24 for the Brunson WWTP Project.
      2. Construction has begun on the Sewer Service Extension Project.
      3. Contracts are being reviewed for the Jackson Ave Elevated Tank Rehab Project and a preconstruction meeting is scheduled for April 11th.
      4. Permit documents were submitted for Division 1 and Division 3 of the Industrial Area Water Project.
      5. We are currently removing sludge from the Yemassee WWTP.
      6. The CMMS Implementation is in progress.
5. Field Operations Managers Report
   1. Blake provided a report to show the work that has been done since the last board meeting.
6. Treatment Operations Managers Report
   1. Brian went over the treatment numbers for February.

6. **System Member Commissioners Reports**

A. Town of Brunson- The town had a discussion with Sherrif Russell about purchasing cameras for the town. The town hopes that the cameras will help with crime.

B. Town of Gifford- The town received another $200,000 for the Rosenwald School which brings the total to $400,000. The town also has $87,000 for new playground equipment.

C. Town of Hampton- The town has an election today.

D. Town of Varnville- A nonprofit has been started with the $10,000 that was donated to the town. The Lowcountry Foundation will administer the funds. The funds will be used to rehab old buildings like the one on Main St.

E. Town of Yemassee- The Easter event was a big hit. There were more than 100 people in attendance.

F. Hampton County- Mr. Williams is looking forward to changes in the County.

7**. Old Business**

8**. New Business**

* 1. (Jackson St Elevated Tank Rehab Project) Resolution 2024-07 Authorizing and Approving the Acceptance of Certain Loan Assistance Monies from the South Carolina Water Quality Revolving Fund Authority; Authorizing the General Manager to Execute that Certain Loan Assistance Agreement Between The Lowcountry Regional Water System and the South Carolina Water Quality Revolving Fund Authority; and Other Matters Relating Thereto.

Moved by Nat Shaffer, seconded by Robert Brown to approve Resolution 2024-07 Authorizing and Approving the Acceptance of Certain Loan Assistance Monies from the South Carolina Water Quality Revolving Fund Authority; Authorizing the General Manager to Execute that Certain Loan Assistance Agreement Between The Lowcountry Regional Water System and the South Carolina Water Quality Revolving Fund Authority; and Other Matters Relating Thereto. Motion carried unanimously.

**9. Public Comments**

None

**10. Adjournment**

Moved by Robert Brown, seconded by David Paul Murray to adjourn. Motion carried unanimously. The meeting then adjourned at 4:36 pm.

*Respectfully submitted by Sara Craven.*