Graphical user interface, text, chat or text message

Description automatically generated

The Lowcountry Regional Water System Commission held its regular monthly meeting at 4:00 pm on Tuesday, August 23, 2022 in the large conference room at the Hampton County Adminstrative 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

Ms. Peggy O’Banner, Yemassee

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

Ms. Sara Craven, Secretary

Ms. Marlene Marchyshyn, Treasurer

Ms. Kari Foy, Engineer

**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**

Invocation was given by Horney Mitchell.

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. **Adoption of the Agenda**

Moved by Horney Mitchell, seconded by Robert Brown to adopt the agenda. Motion carried unanimously.

5. **Approval of Minutes**

Moved by Robert Brown, seconded by Horney Mitchell to approve the minutes for the June 28, 2022 meeting. Motion carried unanimously.

6. **Reports:**

A. Financial Report- The financial reports for June and July were presented by Marlene Marchyshyn.

B. General Managers Report- Brian was pleased to say that a new field operations supervisor would be starting on September 19th. Blake Hodge will be joining the LRWS team. We had a sewer main collapse on Smith St. in Varnville. We received two grants which would go towards an elevated tank and a sewer pump station.

(Staff Reports)

1. Deputy General Managers Report
2. Human Resource Managers Report

Marlene provided the work hours.

1. Billing Managers Report

Sara provided the billing numbers on the operations report for the month of June.

1. Engineers Report
   1. Project design is underway for the Brunson WWTP. Progress meeting scheduled for September 1, 2022.
   2. The Gifford Waterline Extension Project is substantially complete. We are working on getting quotes for customer side services. Unfortunately, meter boxes are delayed.
   3. We received an acceptable agreement from CSX pertaining to the Sewer Service Extension Project. We are preparing final docs for EDA approval.
   4. Contracts have been executed. A precon meeting for the Gifford Lift Station Rehab is scheduled for August 25.
2. Field Operations Managers Report

Brian stated that he was very please with the field crew.

1. Treatment Operations Managers Report

7. **System Member Commissioners Reports**

A. Town of Brunson- The town is waiting for their new sign.

B. Town of Gifford- The town has received their new sign. The corner store has been leased out. The town has applied for a USDA grant. The grant in the amount of $40,000 would be for equipment.

C. Town of Hampton- The Nix Street Project is still ongoing. The town received an IP address. There are 3 hydrants that are not working in the town.

D. Town of Varnville- The town is happy to see new mom & pop stores opening. There are a couple of commercial buildings for sale.

E. Town of Yemassee- The Depot was finally rented out. There are vendors there from Thursday to Saturday. The National Night Out was a big success. It was a night that the citizens could spend with the police department. The Shrimp Festival will be held soon.

F. County of Hampton- Not Present

**8. Executive Session**

A) Discussion of matters related to Economic Development Project “J” as allowed by Section 30-4-70 (a) (5) discussion of matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses in the area served by the public body.

Moved by Robert Brown, seconded by Peggy O’Banner to enter executive session. Motion carried unanimously.

Moved by Robert Brown, seconded by Horney Mitchell to exit executive session. Motion carried unanimously.

**9. Action on Items Discussed in Executive Session**

“Upon returning to open session, the Commission may take action on matters discussed in executive session.”

**10. Old Business**

**11. New Business**

1. 1st Reading of 2022-2023 FY Operating Budget
   1. Brian Burgess gave everyone a handout of the proposed budget. He went through some possible changes with the Commissioners.

Moved by Peggy O’Banner, seconded by Robert Brown to approve the first reading of the 2022- 2023 FY Operating Budget. Motion carried unanimously.

**12. Public Comments**

**13. Adjournment**

Moved by Robert Brown, seconded by Horney Mitchell to adjourn. Motion carried unanimously. Meeting then adjourned at 5:23pm.

*Respectfully submitted by Sara Craven.*