



The Lowcountry Regional Water System Commission held its monthly meeting at 4:00 pm on Tuesday, February 4, 2025, 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: Rocky Hudson, Brunson
Mayor Robert Brown, Hampton
Mayor Nat Shaffer, Varnville
David Paul Murray, Yemassee

Officers Present: Brian Burgess, General Manager
Sara Craven, Secretary
Marlene Marchyshyn, Treasurer
Kari Foy, Engineer
Blake Hodge, Field Operations
Sam Baker, Wastewater Treatment

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**

Robert Brown gave the invocation.

Pledge of Allegiance - Conducted by all.

3. **FOIA Compliance Report**

As required by the Code of Laws of South Carolina, notice of this LRWS Commission meeting was posted prominently in the Commission's offices 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. They were provided with a copy of the agenda at least twenty-four hours before this meeting.

4. **Approval of Minutes**

Moved by Robert Brown and seconded by David Paul Murray to approve the November 26, 2024 and the January 31, 2025 minutes. The motion carried unanimously.

5. **Reports:**

A. Financial Report—Marlene provided the financial report for November and December. She also provided the first quarter expense report.

(Staff Reports)

- (1) Human Resource Manager's Report

- a. Marlene provided the work hours for November and December. She also informed the Commissioners that the Utility Tech job would be posted again after 2 new hires did not work out.
- (2) Billing Manager's Report
 - a. Sara provided the billing numbers for November and December in the operations report.
- (3) Engineer's Report
 - a. Kari went over the progress of ongoing projects.
 - i. The contracts for the Brunson WWTP Project were executed in December. The contractor should be starting this month.
 - ii. The demolition has been completed for the LRIP Lift Station Project. New pumps and pipes have been installed. An electrician is installing a panel now.
 - iii. The contracts for the Industrial Area Water Tank Project were executed on 1/24/25. A preconstruction conference is scheduled for a week from today.
 - iv. We received a preliminary report with recommendations for the Railroad Ave Emergency Sewer Project last week.
 - v. The project engineer is waiting for a direction from the town pertaining to the River Rd Sewer Project.
- (4) Field Operations Manager's Report
 - a. Blake stated that he has been busy working on FEMA reimbursement paperwork. He was also pleased to announce that we have a lot new taps to work on. This means growth for the county.
- (5) Treatment Operations Manager's Report
 - a. Sam provided a report of lab tests that were done.
 - b. We have started providing samples to the Department of Health. These samples will help monitor illnesses in wastewater.
 - c. Brian and Blake updated the controls to the bar screen at the Hampton plant.

6. **System Member Commissioners Reports**

The Commissioners did not have anything new to report at this time.

7. **Old Business**

A) Review of LRWS Member Draft Standardization Ordinance for Water and Sewer Services
 Moved by Nat Shaffer, seconded by Robert Brown to adopt the form as a draft. The motion carried unanimously.

B) Resolution 2024-16 Non-Exclusive Tower Attachment Lease Agreement Holly St Tank
 Brian provided the draft ordinance papers and went over the contract. This resolution was passed at the November 26, 2024 meeting.

8. **New Business**

A) Resolution 2025-01 Transfer of Funds from the Alpha Genesis Construction Account to the Brunson Sewer Rehab Construction Account and Other Matters Related Thereto
 Moved by Robert Brown, seconded by Nat Shaffer to approve Resolution 2025-01 Transfer of Funds from the Alpha Genesis Construction Account to the Brunson Sewer Rehab Construction Account and Other Matters Related Thereto. The motion carried unanimously.

9. **Public Comments**

10. **Adjournment**

Moved by Robert Brown, seconded by David Paul Murray to adjourn. The motion carried unanimously. The meeting then adjourned at 4:40 pm.

Respectfully submitted by Sara Craven.

