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The Lowcountry Regional Water System Commission held its regular monthly meeting at 4:00 pm on Tuesday, July 30, 2024, 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 Horney Mitchell, Gifford

Mayor Robert Brown, Hampton

Faye Gooding, Varnville

David Paul Murray, Yemassee

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

Sara Craven, Secretary

Marlene Marchyshyn, Treasurer

Kari Foy, Engineer

Blake Hodge, Field Operations

**Visitors Present:** Charlotte Reeves

**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 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. 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 Horney Mitchell to approve the May 28, 2024 meeting minutes. The motion carried unanimously.

5. **Reports:**

A. Financial Report- Marlene provided the financial reports for May and June. She also provided a handout of the annual financial report.

B. General Managers Report- Brian mentioned that the annual financial report will be available on LRWS’s website. Many people enjoyed the misting tent at the Watermelon Festival. LRWS employees are taking precautions when working in the heat. Brian also informed the Commissioners that Sam Baker’s sister had passed away.

(Staff Reports)

1. Deputy General Managers Report
2. Human Resource Managers Report
   1. Marlene provided the work hours for May and June. It was noted that June had 3 payrolls, which showed an increase in work hours. Marlene also stated that LRWS has a new employee in the wastewater treatment department.
3. Billing Managers Report
   1. Sara provided the billing numbers for May and June in the operations report.
4. Engineers Report
   1. Kari went over the progress of ongoing projects.
      1. The waterlines are being tested for the Ironline Metals’ project and the close-out documents are being reviewed.
      2. We are waiting for a review after receiving new information for the ATC Project.
      3. We received bids for the Brunson WWTP project and MJL, Inc. is recommended for the project.
      4. The Alpha Genesis PS & FM project will begin on Thursday, August 1st.
      5. Permits were issued for the Industrial Area Water Elevated Tank and the Industrial Area Water Transmission Main Projects.
      6. Property owners were notified about an upcoming survey for the River Rd Sewer project.
5. Field Operations Managers Report
   1. Blake gave a report on the work done in July.
6. Treatment Operations Managers Report
   1. Sam Baker was not in attendance.

6. **System Member Commissioners Reports**

A. Town of Brunson- Nothing new to report.

B. Town of Gifford- Renovations have begun on the Rosenwald School.

C. Town of Hampton- Tractor Supply has begun renovations to the building. The store should open in September. The town has started planning for Christmas events.

D. Town of Varnville- The town has hired a 3rd party to provide garbage service. Everything is going well with this new service. The Planning and Election Commission has been updated. They are currently undergoing training. The town received a grant to do a study on the cotton gin. The town is pleased to have a new nonprofit. The town received reimbursement for radio equipment from Bill Hager. Celebrate a small town in America will be held on September 28th from 10:00 am to 3:00 pm.

E. Town of Yemassee- The town is pleased to announce that a 2-million-dollar grant was issued for a police department. This will be one of the smallest municipalities in South Carolina to have a police department outside of the town hall. The town has had some new developments.

F. Hampton County- Not in attendance.

7. **Old Business**

8. **New Business**

* 1. Request by Ms. Charlotte Reeves to Fund Water and Sewer Service Extension to Serve Property at 105 LeCreuset Rd Yemassee SC (Beaufort County) to Serve a Proposed RV Park

Ms. Charlotte Reeves discussed her new project of an RV park. She asked for some guidance and any help possible. She asked for help with a $13,000 survey. The Commissioners were thrilled about the project and stated that they would help whenever possible. Unfortunately, LRWS is not able to help pay for surveys. LRWS may be able to help with tap fees.

* 1. Consideration of Funding Assistance (Town of Yemassee CDBG Funded Water System Rehab/Upgrade)

Brian informed the Board about the funding issue for the Yemassee CDBG Water & Sewer Improvement Project. The bids were over the budget allowed for the project. The Commissioners discussed possible options to help with the issue.

* 1. Resolution 2024-08 Award of Contract for Construction Services Related to the Construction and Installation of a Sewer Force Main from the Town of Brunson to the Town of Hampton and Other Matters Related Thereto

Moved by Robert Brown, seconded by David Paul Murray to approve Resolution 2024-08 Award of Contract for Construction Services Related to the Construction and Installation of a Sewer Force Main from the Town of Brunson to the Town of Hampton and Other Matters Related Thereto. Motion carried unanimously.

9.**Executive Session**

* 1. Discussion of matters related to purchase of property and or easements for certain water and sewer mains in the Town of Yemassee, contract negotiations and receipt of legal advice as allowed by Section 30-4-70 (a) (2).

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

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

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

Moved by Robert Brown, seconded by David Paul Murray to allow Brian Burgess to act on behalf of LRWS in negotiating the purchase of property located in Yemassee by the town hall. Motion carried unanimously.

11. **Public Comments**

12. **Adjournment**

Moved by Robert Brown, seconded by David Paul Murray to adjourn. The motion carried unanimously. The meeting then adjourned at 5:18 pm.

*Respectfully submitted by Sara Craven.*