Lowcountry Regional Water System

Regular Monthly Meeting Minutes

June 23, 2026 | 4:00 p.m.

The Lowcountry Regional Water System Commission ("Commission") held its regular monthly meeting on Tuesday, June 23, 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)
- Mayor Nat Shaffer (Town of Varnville)
- Mayor Horney Mitchell (Town of Gifford)
- Daniel Anderson (Town of Yemassee)
- Dennis Thompson Jr (Hampton County)

Officers and Staff Present

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

Visitors Present

- Charlotte Reeves

Quorum: A quorum was present.

1. Call to Order

Chairman Rocky Hudson called the meeting to order at 4:01 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 April 28, 2026, regular meeting as presented.
Motion carried.

5. Reports

A. Financial Report

Brian Burgess reviewed the financial statements for April and May, including revenues, operating expenses, and account balances.

B. General Manager’s Report

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

- According to the wastewater surveillance reports COVID-19, the flu, and RSV have been declining in Hampton County.
- Brian is busy working on the budget and plans for the operations center.
- He discussed Act 158 and how it will affect LRWS.

Staff Reports

1. Human Resources Manager's Report

2. Billing Manager's Report

- Billing activity for April was reviewed as part of the Operations Report.

3. Engineer's Report

- The award is pending for the Yemassee WWTP project.
- The Yemassee water and sewer extension project is almost complete.
- We are awaiting USDA approval to proceed with bids for the Hampton WWTP upgrades.
- We received bids within budget for the River Rd Sewer Project.
- We will advertise for bids in August for the Railroad Ave Emergency Sewer Upgrade Project.

4. Field Operations Manager's Report

- Blake Hodge provided a printout showing the work that has been done since the last meeting.

5. Treatment Operations Manager's Report

- Production and treatment data were reviewed and discussed for April.

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6. System Member Reports

A. Town of Brunson

The town is busy planning next year's budget.

The town is discussing some property changes.

B. Town of Gifford

The town had a successful Junefest.

New playground equipment will be installed the second week of July.

Mayor Mitchell thanked LRWS for assisting with the festival.

C. Town of Hampton

The Nix St Project is in progress.

New playground equipment has been installed in Dave Daniel Park.

New lighting has been installed in Lightsey Park.

These 3 projects were funded by the hospitality tax.

The landscaping at 5 Points was done by ACE Hardware and Brunson Construction.

The town is working hard to make sure everyone enjoys the Watermelon Festival this week.

D. Town of Varnville

The town has a new contract with Wild Oak Farm & Flower. They have created a certified pollinator station at Palmetto Ave and Main St.

The town is very short-staffed right now.

A hospitality tax will go into effect soon.

The town has 2 grants for the HJ Brooks Memorial Park.

The town is excited about Kash's new station.

E. Town of Yemassee

The new modular home office is open.

The splash pad in Moore Park has been a big hit. The town hired a maintenance person to handle the upkeep for the splash pad.

The town council had a budget workshop.

The Pine St subdivision is growing fast.

The police station is almost complete. Once it is complete, the firemen will move into the town hall. It will be sleeping quarters.

F. Hampton County

The Ag Art Project was a success. It showed the importance of the relationships between farmers and businesses.

The county has passed next year's budget.

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7. Old Business

None.

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8. New Business

A.) Charlotte Reeves - Request to LRWS to Install approx. 2,000 Feet of Low-Pressure Sewer Main from Existing Gravity Sewer System on Guess Dr to 105 LeCreuset Rd.

- Charlotte Reeves owns land on LeCreuset Rd. She would like to create a campground with lots of amenities. Unfortunately, she requires sewer service due to town regulations. LRWS is in the process of extending water to that area but does not have sewer service there. Ms. Reeves would like for LRWS to consider extending the sewer service so that she can get her business started.
- The commissioners noted that this area has a lot of growth potential. New businesses may not want to build in the area if water and sewer is not provided.

Moved by Robert Brown, seconded by Nat Shaffer to get a cost estimate for the extension so the Commissioners can move forward with a decision. Motion carried.

B) Presentation of LRWS Annual Report
Moved by Dennis Thompson Jr, seconded by Nat Shaffer, to accept the annual report as presented. Motion carried.

C) Financial Auditing Services Proposals

- The Brittingham Group provides an audit for $15,000 and a single audit for $5,000.

Moved by Nat Shaffer, seconded by Robert Brown, to accept the Brittingham Contract to conduct the audits for LRWS. Motion carried.

D) Resolution 2026-04 Adoption of LRWS Industrial Pretreatment Regulation, Pretreatment Program Enforcement Response Plan and Other Matters Related Thereto
Moved by Robert Brown, seconded by Daniel Anderson to approve Resolution 2026-04 Adoption of LRWS Industrial Pretreatment Regulation, Pretreatment Program Enforcement Response Plan and Other Matters Related Thereto. Motion carried.

E) Resolution 2026-05 Adoption of the Lowcountry Regional Water System Industrial Pretreatment Program Schedule of Rates, Fees and Charges; and Other Matters Thereto
Moved by Dennis Thompson Jr, seconded by Robert Brown to accept the first reading of Resolution 2026-05 Adoption of the Lowcountry Regional Water System Industrial Pretreatment Program Schedule of Rates, Fees and Charges; and Other Matters Thereto. Motion carried.

F) Resolution 2026-06 Adopting Master Services Agreement with Prime AE for Professional Architectural and Consulting Engineering Services as May Be Needed from Time to Time and Other Matters Related Thereto
Moved by Nat Shaffer, seconded by Horney Mitchell to approve Resolution 2026-06 Adopting Master Services Agreement with Prime AE for Professional Architectural and Consulting Engineering Services as May Be Needed from Time to Time and Other Matters Related Thereto. Motion carried.

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9. Executive Session

A) Discussion of matters related to contract negotiations and receipt of legal advice as allowed by S.C. Code Section 30-4-70 (A)(2) - Discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property, the receipt of legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client

privilege, settlement of legal claims, or the position of the public agency in adversary situations involving the assertion against the agency of a claim.

I) Dedicated Fire Protection System Service SCIC & LRIP

Moved by Daniel Anderson, seconded by Robert Brown, to enter executive session.

Moved by Nat Shaffer, seconded by Daniel Anderson, to exit executive session.

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10. Action on Items Discussed in Executive Session

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

Moved by Nat Shaffer, seconded by Robert Brown, to extend the operations of the fire system until November 1, 2026. Motion carried.

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11) Public Comments

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12) Adjournment

Moved by Robert Brown, seconded by Daniel Anderson, to adjourn the meeting. The meeting was adjourned at 6:04 pm.

Respectfully submitted,
Sara Craven, Secretary