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The Lowcountry Regional Water System Commission held its regular monthly meeting at 4:00 pm on Tuesday, May 24, 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 Horney Mitchell, Gifford

Mayor Robert Brown, Hampton

Mayor Nat Shaffer, Varnville

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

Ms. Sara Craven, Secretary

Ms. Marlene Marchyshyn, Treasurer

Mr. Scott Cooke, Treatment Operations Manager

**Visitors Present:** Matthew Garnes

**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 Nat Shaffer to adopt the agenda. Motion carried unanimously.

5. **Recognition of Governing Member Commissioner Appointments**

Town of Hampton – Robert J. Brown, Commissioner and Travis L. Mixson, Alternate Commissioner

Mayor Brown was welcomed by the Commissioners.

6. **Approval of Minutes:**

Moved by Horney Mitchell, seconded by Robert Brown to approve the minutes for the April 26, 2022 meeting. Motion carried unanimously.

7. **Reports**

A. Financial Report- The financial report for April was presented by Marlene Marchyshyn.

B. General Managers Report- Brian spoke about the stress of being short staffed but happily announced that a few new people would be joining the LRWS team. He informed the Commissioners that the Brunson Project is almost complete. Brian stated that the water would be shut off in Yemassee tomorrow so that a contractor could repair a line. This repair would be costing LRWS $15,000.

(Staff Reports)

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

Marlene provided the work hours. She also informed the Board of a few new hires for the field crew.

1. Billing Managers Report

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

1. Engineers Report
2. Field Operations Managers Report
3. Treatment Operations Managers Report

Scott gave some information about the daily workload for the treatment operators.

8. **System Member Commissioners Reports**

A. Town of Brunson- The town will be getting a digital sign soon. The Streetscape Project is still ongoing. The town has bids out for improving the basketball court in the Terry Wright Park. The town is looking for money to start the Preacher House Project.

B. Town of Hampton- The Nix St Project is almost complete. There was a delay due to glass and tin in the dirt. The debris will need to be cleaned up.

C. Town of Gifford- The Rural Development Project has been completed; however, some plumbing work will still need to be done. The town will be hosting its annual June fest this year from May 29th - June 4th. Mayor Mitchell has invited all the mayors in the area to breakfast during the festival. A carnival is coming to Gifford. The water extension has begun on Isiah Loop.

D. Town of Varnville- The town held a public hearing and voted to implement the franchise fee.

E. Town of Yemassee- Not Present

F. County of Hampton- Not Present

9. **Old Business**

1. Town of Yemassee Public Project Application Requirements

Matthew Garnes provided everyone with the application and a handout which detailed the requirements. He went through the requirements and informed the Board that the town would be glad to help LRWS by filling out the form when needed.

10. **New Business**

11. **Public Comments**

12. **Adjournment**

Moved by Nat Shaffer, seconded by Robert Brown to adjourn. Motion carried unanimously. Meeting then adjourned at 4:55 pm.

*Respectfully submitted by Sara Craven.*