

The Lowcountry Regional Water System Commission (herein referred to as “LRWS” of the “Commission”) held its regularly scheduled meeting on Wednesday, March 4, 2020 at 200 Jackson Avenue East, Hampton South Carolina. The meeting was advertised as prescribed by law.

**Commission Present:** Mr. William “Rocky” Hudson, Brunson

Mayor Jimmy Bilka, 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 Jimmy Bilka to adopt the Agenda. Motion carried unanimously.

5. **Approval of Minutes: January 28, 2020 Regular Meeting**

Moved by Jimmy Bilka, seconded by Horney Mitchell to approve the minutes of the January 28, 2020 Meeting. Motion carried unanimously.

6. **Reports**

1. **Financial Report**

The financial report for the month of January was presented by Marlene Marchyshyn and is summarized below.

Total monthly revenue: $265,294.69

Total monthly expenditures: $339,754.75

Cash Account Balances

General Revenue: $341,296.83

Designated Purpose Funds: $82,845.01

Capital Improvement Funds: $104,343.98

Ancillary Town Charges: $52,911.12

Bond Funds & Reserves: $425,767.78

Unrestricted: $341,296.83

Restricted: $1,694,709.40

1. **Operations Report**

The Operations Report for January was presented by Brian Burgess and is summarized below:

The water system total gallons produced for the month was 22, 832,127 with total gallons sold at 15,606,055. Total water unaccounted for was 6,786,056 with percentage inefficiency at 30%.

The wastewater system total gallons received was 38,846,941 with a total gallons treated at 14,048,287. Total percentage inefficiency was 64%.

Total active water services was 2,604 with total active sewer services at 2,399.

Service orders issued was 131 with 124 completed.

Total work hours were 3,245.41 with 17.75 hours overtime in Distribution and Collection and 8.5 hours overtime in Treatment.

There were no Workers Comp incidents and no loss time reported.

1. **Manager’s Report**
* Due to the increase in rain we have seen an increase in flows at the wastewater treatment facilities.
* An area of Elm St near Piggly Wiggly has sunk. We investigated the issue and found large amounts of infiltration in the sewer line. We have secured a contractor to reline the pipeline at a cost of $19,935.
* We received a violation from SCDHEC related to the Brunson WWTP NPDES permit. New permit limits went into effect September 1, 2019 and this plant will not be able to meet these new limits until the plant upgrades are complete.
* Brian and Kari attended a meeting with Project Z representatives to discuss water and wastewater requirements.
* On February 11th Brian and Kari had a conference call with our contractor for the Sludge Removal Project. The contractor asked to be removed from this project. This issue will be discussed more with legal counsel and USDA.
* We had some issues related to the operations of the pneumatic water tank at the LRIP/ SCIC after we realized the increased water demand from Carolina Textile. We ordered a new set of controls that hopefully will resolve the issue.
* We will be present at the career fair on March 19th.
* Some proposals have been sent out for a rate study, auditor and bank services.
1. **Engineer’s Report**
	* The Nix St Project is almost complete. A final walk through was performed on 2/18/20 and a punch list was created.
	* The environmental clearance was obtained for the Gifford Waterline Extension on February 4th.
	* The wastewater meter was calibrated on February 13th for Carolina Textile Care.
	* The property has been purchased by Beaufort County Open Land Trust with a conservation easement, therefore no development is foreseen on the River Road PUD Project.

7. **System Member Commissioners Report**

(A) **Town of Brunson**- The town now owns the “Old Preacher House”. The town will be discussing this property and its future at the town meeting.

(B) **Town of Gifford-** The town had the second reading of the annexation of Ginn Hill Rd. The town will be sending letters out about this matter.

(C) **Town of Hampton**- Shannon Altman has been officially given the title of town clerk. Kimberly Berg was just hired as an administrative assistant.

Election Day is April 7th. There are 3 candidates and only 2 seats.

Mayor Bilka informed everyone about drainage issues in certain areas of Hampton. Possible remedies were discussed.

(D) **Town of Varnville**- The town has had an issue with someone turning personal valves off on Main St. These customers were not happy when they came home to a house without water. The police are currently investigating this matter. The Intersection Improvement Project is still at a standstill.

The election is coming up. The election will be for 3 council seats and the title of Mayor.

(E) **Town of Yemassee**- The town has a new website.

The town has started doing their own trash cans with their own logo. These cans have codes on them to help match them with the correct account.

A CDBG Grant will be applied for to extend water and sewer service on Salkehatchie, Jackson and Hill Rd.

Everyone is talking about the town being annexed into Beaufort County. Nothing has been decided on this matter.

(F) **County of Hampton**-

8. **Old Business**

A) Policy Position on Individual Residential Pumping Systems.

* Not Ready to discuss.
	+ Moved by Nat Shaffer, seconded by Jimmy Bilka to remove this item from the agenda. Motion carried unanimously.

9. **New Business**

* 1. Lakisha Bowers Request to Consider Partial Payment and Payment Plan Agreement to Reconnect Service
		1. The Board discussed the account but no action was taken. Ms. Bowers was not present at this meeting.
	2. Reconsideration of Resolution 2019-06 “Just Compensation Gifford Water System Improvement” Project”
		1. Moved by Jimmy Bilka, seconded by Nat Shaffer to approve Resolution 2019-06 “Just Compensation Gifford Water System Improvement” Project”. Motion carried unanimously.
	3. Request to Waive Sewer Tap Fee for 26 Mixon St in Yemassee (Separation of Joint Service)
		1. Moved by Nat Shaffer, seconded by Peggy O’Banner to waive the sewer tap fee for 26 Mixon St in Yemassee. Motion carried unanimously.
	4. Decommission of Sycamore St Tank in Varnville
		1. Different options were discussed about the future of this tank but no action was taken.

10. **Questions & Comments**

11. **Executive Session**

Moved by Jimmy Bilka, seconded by Horney Mitchell to enter into executive session. Motion carried unanimously

Economic Development Matters Related to Project “Z”, as allowed by SC Code of Laws as Amended, **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 Horney Mitchell, seconded by Nat Shaffer to exit executive session. Motion carried unanimously.

Moved by Nat Shaffer, seconded by Peggy O’Banner to allow Project Z to dig a well with the condition that we will provide them with processed water once our tank is ready. Motion carried unanimously.

12. **Adjournment**

Moved by Peggy O’Banner, seconded by Nat Shaffer to adjourn. Motion carried unanimously. The meeting then adjourned at 5:50.

Respectfully submitted by Sara Craven