

The Lowcountry Regional Water System Commission (herein referred to as “LRWS” of the “Commission”) held its regularly scheduled meeting on Tuesday, October 29, 2019 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 Horney Mitchell, Gifford

Mr. Clay Bishop, Hampton County

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

 Ms. Sara Craven, Secretary

 Ms. Marlene Marchyshyn, Treasurer

 Ms. Kari Foy, Engineer

**Visitors Present:** Mr. Paul Holmes

 Mr. David Paul Murray

 Ms. Jordan Catherine Murray

 **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 Clay Bishop, seconded by Horney Mitchell to adopt the Agenda. Motion carried unanimously.

5. **Approval of Minutes: September 24, 2019 Regular Meeting and Special Called Meeting - October 02, 2019**

Moved by Jimmy Bilka, seconded by Clay Bishop to approve the minutes of the September 24, 2019 meeting. Motion carried unanimously.

Moved by Jimmy Bilka, seconded by Horney Mitchell to approve the minutes for the special called meeting on October 02, 2019. Motion carried unanimously.

6. **Reports**

1. **Financial Report**

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

September

Total monthly revenue: $271,685.65

Total monthly expenditures: $215,308.73

Cash Account Balances

General Revenue: $326,848.89

Operation & Maintenance: $36,703.50

Short Term Assets: $746,530.89

Bond Funds & Reserves: $394,368.51

Unrestricted: $326,848.89

Restricted: $1,735,542.23

1. **Operations Report**

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

September

The water system total gallons produced for the month was 21,283,435 with total gallons sold at 18,077,937. Total water unaccounted for was 3,205,498 with percentage inefficiency at 15%.

The wastewater system total gallons received was 22,934,792 with a total gallons treated at 15,608,295. Total percentage inefficiency was 32%.

Total active water services was 3,129 with total active sewer services at 2,816.

Service orders issued was 159 with 150 completed.

Total work hours were 2,375 with 2.42 hour overtime in Administration, 31.5 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**
* Brian Burgess presented a slide show of statistics and the history of LRWS.
1. **Engineer’s Report**
	* We are waiting on USDA approval of change orders for additional work at the Yemassee WWTP pertaining to the Sludge Dewatering Project.
	* We are preparing bid documents to both the EDA and USDA for the Brunson WWTP/ Sewer Rehab Project.
	* The Nix Street Project is going very well. We have not had any customer complaints. The project is about halfway complete and is on track to be completed in January.
	* We are waiting on CDBG Environmental Clearance before we can send the offer letters to the property owners.
	* The LRIP lift station is being upgraded for improved reliability of service.
	* We have received the draft permit for the NPDES Permit Renewal- Hampton WWTP.

8. **System Member Commissioners Report**

(A) **Town of Brunson**- The town was given money to renovate the original historic town hall. This project has now be extended. The Preacher House will be bought and renovated as well. The town would like to use this building as a computer lab, museum and general community center. The town is concerned about the upkeep on the building because of the house being 100 years old.

(B) **Town of Gifford-** The town is annexing the Gin Hill area.Demolition will begin soon.The town will be hosting trick or treating at the community center. Hot dogs and popcorn will be given out as well.

(C) **Town of Hampton**- The town has been shorthanded. Thursday night the town will have trick or treating downtown. They are expecting more than 500 kids. This is a great opportunity for the kids to enjoy trick or treating in a safe environment. The Nix St Project is going very well. The contractors are very friendly.

(D) **Town of Varnville**-

(E) **Town of Yemassee**-

(F) **County of Hampton**- The County EMS will have a haunted house at the Stanley Building on Thursday. Doubleshot performed at the Historic Palmetto Theater last Friday night. The attendance was over 150. The proceeds will go towards the Hampton County Arts Council for future programs. There will be a mural dedication at 5:00 tomorrow in Yemassee. This is in honor of the Marine Corp. During this time they will make an announcement about the next two murals. There will be a Gullah Geechee art exhibit in December in the Stanley building. This will be Ms. Smalls’s collection which has never been displayed before. The SC Aviation has given the airport a solar powered wind sock. The solar runway lights will go in after the runway has finished being resurfaced. The interview with Sophie Docalavich who did the mural in Yemassee will be aired on WJCL tomorrow morning and evening.

9. **Old Business**

A) Policy Position on Individual Residential Pumping Systems.

* No discussions or actions taken

10. **New Business**

* 1. Resolution 2019-08 Election of Officers of the Lowcountry Regional Water System

Moved by Jimmy Bilka, seconded by Horney Mitchell to allow the current officers of LRWS to remain the same. This would make Rocky Hudson the Chairman, Jimmy Bilka the Vice-Chairman, Sara Craven the Secretary and Marlene Marchyshyn the Treasurer. Motion Carried unanimously.

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| --- | --- | --- |
| Town | Aye | Nay |
| Brunson- Rocky Hudson | **√** |  |
| Gifford- Horny Mitchell | **√** |  |
| Hampton- Jimmy Bilka | **√** |  |
| Varnville- Nathaniel Shaffer |  |  |
| Yemassee- Peggy O’Banner |  |  |
| Hampton County- Clay Bishop | **√** |  |

* 1. Ms. Lakisha Bowers – Status of Account

Chairman Hudson welcomed Ms. Bowers and gave her the floor. Ms. Bowers asked that the Board allow her to enter into another payment arrangement for the balance on her account. She asked that she be allowed to pay $75.00 a week. The Board then discussed her history of payment arrangements and her account balance. They also discussed the agreement granted to Ms. Bowers in a previous meeting and asked if she had taken care of the leaks that she had and if she had paid anything on the bill since then. Ms. Bowers told Board members that she had not paid anything on her account since that agreement because she did not have a job but that she had since then gained employment.

Moved by Clay Bishop, seconded by Horney Mitchell to table this matter until the next meeting. Motion did not pass. Jimmy Bilka then stated that he did not want to table the matter.

Moved by Jimmy Bilka to allow Ms. Bowers to pay $225.00 by Friday and then enter into an arrangement of $75.00 a week. Motion was not seconded.

Rocky Hudson stated that the last motion that was made and passed by the Board concerning this matter was that Ms. Bowers be placed under the same policy as every customer which would mean that she would have to pay the outstanding balance on her account in order to have her services restored.

11. **Comments or Questions**

Chairman Rocky Hudson opened the floor for comments and/or questions.

Mr. Paul Holmes was then given the floor and had questions about the sewer line for Alpha Genesis:

 Questions: Why is there a sewer line being done for Alpha Genesis?

 What does the line for Alpha Genesis mean for the neighbors?

 Will the residents be forced to tie into this line?

 Response: Brian informed Mr. Holmes that the sewer line was requested by Alpha Genesis and is intended only for Alpha Genesis. The residents in the area will not be forced to connect to this line. The only time a resident is asked to connect to our water or sewer lines is when the town has annexed the property into the town. If a customer would like to connect to our system they can request it but they are not required.

12. **Executive Session**

Moved by Clay Bishop, seconded by Horney Mitchell to enter into executive session. Motion carried unanimously.

* 1. Discussion of Matters related to the General Manager’s Performance Evaluation as allowed by SC Code of Laws as Amended, **Section 30-4-70 (a) (1)** discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee, a student, or a person regulated by a public body or the appointment of a person to a public body**;**

Moved by Jimmy Bilka, seconded by Clay Bishop to exit executive session. Motion carried unanimously.

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

13. **Adjournment**

Moved by Horney Mitchell, seconded by Jimmy Bilka to adjourn. Motion carried unanimously. The meeting then adjourned at 6:25.

Respectfully submitted by Sara Craven