

The Lowcountry Regional Water System Commission held its regular monthly meeting at 4:00 pm on Tuesday, November 23, 2021 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

Mr. Clay Bishop, Hampton County

Mayor Nat Shaffer, Varnville

Mayor Horney Mitchell, Gifford

**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 4:15 pm.

2. **Invocation and Pledge of Allegiance**

Invocation was given by Clay Bishop.

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: October 26, 2021 Meeting**

Moved by Horney Mitchell, seconded by Nay Shaffer to approve the minutes for the October 26, 2021 meeting. Motion carried unanimously.

6. **Reports**

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

B. General Managers Report- Brian Burgess informed the Board of one resignation and one new hire in the wastewater treatment department.

He stated that the Brunson Project was going to be financed with Truist Bank, however due to time issues the rate went up. The project will now be financed through Palmetto State Bank who would be giving the lowest rate.

(Staff Reports)

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

Marlene provided the work hours and gave an update on the job listings for LRWS.

1. Billing Managers Report

Sara provided the billing numbers on the operations report.

1. Engineers Report

Kari discussed some ongoing projects.

* A preconstruction conference was held on November 17th  for the Brunson Sewer Rehab Project. The contractor is expected to be on site in January.
* The Brunson PS Upgrade Project will be readvertised. The new bid date is January 11, 2022.
* The Gifford Waterline Extension Project was advertised, and the bid date is December 9, 2021.
* We are still working to satisfy CSX permitting requirements for the Sewer Service Extension Project.

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

7. **System Member Commissioners Reports**

A. Town of Brunson- The town received a $190,000 grant to upgrade the Terry Wright Park.

The town is pleased to announce that the annual Christmas Downtown festival will happen this year. Brunson will use COVID relief money towards the Preacher House Project.

B. Town of Gifford- The town will be using relief money to make the playground more handicapped accessible and to update the bathrooms.

C. Town of Hampton- Not Present

D. Town of Varnville- The town is renting the lobby out to PRTC.

E. Town of Yemassee- Not Present

F. County of Hampton- A lost nature trail was discovered in Varnville. The Airport Expansion Project is almost finished. The Stanley Building has been the location for many events lately.

8. **Old Business**

* 1. Town of Yemassee Public Project Application Requirements

Tabled

9. **New Business**

A) Brunson Wastewater Treatment Plant Revised PER

Moved by Clay Bishop, seconded by Horney Mitchell to approve the Brunson Wastewater Treatment Plant Revised PER with option C2. Motion carried unanimously.

10. **Public Comments**

None

11. **Adjournment**

Moved by Clay Bishop, seconded by Horney Mitchell to adjourn. Motion carried unanimously. Meeting then adjourned at 5:15 pm.

Respectfully submitted by Sara Craven.