

The Lowcountry Regional Water System Commission held its regular monthly meeting at 4:00 pm on Tuesday, January 25, 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 Jimmy Bilka, Hampton

Ms. Peggy O’Banner, Yemassee

Mayor Horney Mitchell, Gifford

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

 Ms. Sara Craven, Secretary

 Ms. Marlene Marchyshyn, Treasurer

Ms. Kari Foy, Engineer

Bradley Harriott, Field Operations Manager

**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 Jimmy Bilka, seconded by Horney Mitchell to adopt the Agenda. Motion carried unanimously.

5. **Approval of Minutes: November 23, 2021 Meeting**

Moved by Horney Mitchell, seconded by Peggy O’Banner to approve the minutes for the November 23, 2021 meeting. Motion carried unanimously.

6. Public Hearing

1. Brunson Wastewater System Improvements
	1. No public present

7. **Reports**

A. Financial Report- The financial reports for November and December were presented by Marlene Marchyshyn.

B. General Managers Report- Brian informed the Commissioners that the revenue is not at what was projected. He will look closely at all the charges for each town now that the new rates are being used. LRWS is still $19,000 in the positive.

 (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 for the months of October and November. She also suggested that the towns try to promote the LRWS email alerts. These email alerts are a great way to stay in contact with customers. We can let them know about water outages, cut off dates, office closing, etc.

1. Engineers Report

Kari discussed some ongoing projects.

Following the public hearing for the Brunson Wastewater System Improvements Project a final revised PER will be submitted to DHEC.

A progress meeting was held on January 19th for the Brunson Sewer Rehab Project. Mobilization is expected in the 2 to 3 weeks.

We received bids on January 11th for the Brunson PS Upgrade Project.

Bids were received on December 16, 2021, for the Gifford Waterline Extension. We are requesting additional funds because the low bid exceeds grant funds.

CSX issued a verbal approval for crossing pertaining to the Sewer Service Extension Project.

The town is working on acquisitions of easements for new waterlines in Yemassee.

1. Field Operations Managers Report

Bradley provided a report of various work done by the field crew since the last Board Meeting. He noted that we have an issue with customers flushing wipes. These “flushable” wipes cause a lot of damage to our pumps and can take 4 or more hours to fix.

1. Treatment Operations Managers Report

7. **System Member Commissioners Reports**

A. Town of Brunson- The town had a nice Christmas tree lighting and drive by Christmas parade.

B. Town of Gifford- The After School Program was delayed due to COVID. The director returned yesterday so the program should start soon. The town is very thankful for the donations from the district. The Rural Development Project should be finished at the end of the month. The Side Walk Project will begin in April. The town gave out snacks during the Christmas tree lighting.

C. Town of Hampton- Stacey Loadholt organized a lovely Christmas Parade. There will be a town election the first of April. The public works employees have been working hard to beautify the town.

D. Town of Varnville- Not Present

E. Town of Yemassee- Annexations have been increasing. Stacey Pinckney was able to put together a Christmas parade within 3 weeks. The town was able to give away 75 bags of food during the parade.

F. County of Hampton- Not Present

8. **Old Business**

1. Town of Yemassee Public Project Application Requirements

Tabled

9. **New Business**

1. Discussion of SCRIA Position on Funding Eligibility

Tabled

10. **Public Comments**

None

11. **Adjournment**

Moved by Horney Mitchell, seconded by Peggy O’Banner to adjourn. Motion carried unanimously. Meeting then adjourned at 5:04 pm.

Respectfully submitted by Sara Craven.