

The Lowcountry Regional Water System Commission held its regular monthly meeting at 4:00 pm on Tuesday, March 1, 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 Nat Shaffer, Varnville

**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:** William Hancock

 **Quorum Met:** Yes

1. **Call to Order**

Chairman Rocky Hudson called the meeting to order at 4:04 pm.

2. **Invocation and Pledge of Allegiance**

Invocation was given by Peggy O’Banner.

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 Peggy O’Banner, seconded by Jimmy Bilka to adopt the Agenda. Motion carried unanimously.

5. **Approval of Minutes:**

Moved by Jimmy Bilka, seconded by Peggy O’Banner to approve the minutes for the January 25, 2022 meeting. Motion carried unanimously.

Moved by Jimmy Bilka, seconded by Peggy O’Banner to approve the minutes for the February 8, 2022 meeting. Motion carried unanimously.

6. **Reports**

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

B. General Managers Report- Brian stated that the Live Oak tank and well site is back online after suffering damages due to a drunk driver. The Walker St well also had some damages from being struck by lightning. The damaged items are currently being replaced.

The Industrial Park has had some issues with pumps. We have had 4 in the last two years. Dominion Energy is checking to see if it’s a power issue. We are reviewing a consent order for the Yemassee WWTP. We had some violations with ammonia. We just executed a task order for a preliminary model and field measurements for a proposed wastewater discharge point at the Industrial Park.

 (Staff Reports)

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

Marlene provided the work hours. We have a new employee; however we also had an employee leave.

1. Billing Managers Report

Sara provided the billing numbers on the operations report for the months of December and January.

1. Engineers Report

Kari discussed some ongoing projects.

DHEC approved PER on 2/24/22 for the Brunson WWTP Project.

The contractor has mobilized on the Brunson Sewer Rehab Project.

We received the encroachment permit from CSX for the Sewer Service Extension Project.

We will receive bids on March 22nd for the Gifford Lift Station Project.

1. Field Operations Managers Report

Bradley provided a report of various work done by the field crew since the last Board Meeting.

1. Treatment Operations Managers Report

7. **System Member Commissioners Reports**

A. Town of Brunson- The town continues to work on the Terry Wright Park and the Streetscape Project.

B. Town of Gifford- Not Present

C. Town of Hampton- The election is coming up. The town enjoyed a program at the old school on Holly St. There were a few issues before the program started. The town’s electrician and Dominion Energy were able to repair everything so that the hundreds of people in attendance could enjoy the show. Congressman James Clyburn was one of the many in attendance. Ms. Faison did are great job organizing the program. The town will also hold the Watermelon Festival this year. The public works employees have done an amazing job edging the sidewalks and making the town look beautiful.

D. Town of Varnville- The town has changed the election years to odd years. The next election will be held in November of 2023. The election for Mayor will be in November of 2025. The town is pleased to see so many new stores open. The town is about to close the Intersection Improvement Project so that new projects can be started.

E. Town of Yemassee- The community center renovation is almost complete. The town now has an electronic sign in front of the town hall. Some townspeople were upset because they were not able to enter the town hall for the town’s meeting. The town had to limit the number of visitors due to the COVID 19 virus. The town understands how frustrating it is but the precaution had to be taken after 8 people got the virus. The town has been hard at work annexing 50 acres in the last month.

F. County of Hampton- Not Present

8. **Old Business**

1. Town of Yemassee Public Project Application Requirements

Tabled

9. **New Business**

* 1. Presentation of 2020-2021 Financial Audit by Mr. William Hancock of the Brittingham Group LLP

Mr. Hancock provided a book overviewing the financial audit. He went through this book with the Commissioners.

* 1. Resolution 2022-02 Contract Award to Carolina Tap & Bore for Gifford Waterline Extension Project

Moved by Peggy O’Banner, seconded by Jimmy Bilka to approve Resolution 2202-02 Contract Award to Carolina Tap & Bore for Gifford Waterline Extension Project. Motion carried unanimously.

* 1. Discussion of SCRIA Position on Funding Eligibility

Brian Burgess discussed the item with the Commissioners. Nat Shaffer suggested that we speak with their Board about the issue and the unfairness. They gave Brian consent to move forward with drafting a letter or speaking with legal counsel to try to get this policy changed.

* 1. Discussion of Draft Policy Revisions to Allow for a Master Account for Multiple Services

Brian discussed adding a “Master Account” for customers that are renovating houses to sell or renting multiple houses. This would help customers who have multiple locations which they do not reside in but need the water on for longer than 15 days. The Board had no issues with Brian Burgess continuing a draft for this item.

* 1. Discussion of Town of Varnville Proposal for Use of American Rescue Plan Act Funds as Provided for by the Town of Varnville Resolution 2021-14 and 2021-16

Brian informed the Board that the town of Varnville has graciously offered to pay for half of the engineering fees for the Frog Hollow/ Spruce St Project which would get this area permitted. The town would also pay for the demolition of the old water tank.

Nat Shaffer stated that the town had a couple contingencies. After the tank is demolished, the town would like to have the property because it adjoins their park. The other condition is that the projects must be completed by 2026.

Kari informed everyone that the cost provided for the demolition was a couple years old so the price may change.

Moved by Nat Shaffer, seconded by Peggy O’Banner to accept the conditions and resolutions from the town of Varnville. Motion carried unanimously.

10. **Public Comments**

None

11. **Adjournment**

Moved by Jimmy Bilka, seconded by Peggy O’Banner to adjourn. Motion carried unanimously. Meeting then adjourned at 5:05 pm.

Respectfully submitted by Sara Craven.