

The Lowcountry Regional Water System Commission (herein referred to as “LRWS” of the “Commission”) held its regularly scheduled meeting on Tuesday, June 23, 2020 at 200 Jackson Avenue East, Hampton South Carolina. The meeting was advertised as prescribed by law.

**Commission Present:** Mr. Rocky Hudson, Brunson

 Mayor Jimmy Bilka, Hampton

Mayor Nat Shaffer, Varnville

Ms. Peggy O’Banner, Yemassee

Mr. Horney Mitchell, Gifford

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

 Ms. Kari Foy, Engineer

 Ms. Marlene Marchyshyn, Treasurer

**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 Jimmy Bilka.

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 Peggy O’Banner to adopt the Agenda. Motion carried unanimously.

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

Upon review of the minutes, a correction was made in the wording under New Business, 9B- Resolution 2020-02 Acceptance of Bids and Award of Contract for Holly St. Elevated Tank. The correction should read as follows: Moved by Clay Bishop, seconded by Nat Shaffer to accept the bid and award the contract for the Holly St. Elevated Tank Project to Leary Construction Company. A request was made to include a watermelon on the tank if it could be done without changing the cost.

Moved by Peggy O’Banner, seconded by Nat Shaffer to approve the minutes of the regular meeting with corrections made to New Business- 9B. Motion carried unanimously.

6. **Reports**

1. **Financial Report**

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

Total monthly revenue: $235,208.70

Total monthly expenditures: $243,682.93

Cash Account Balances

General Revenue: $225,605.49

Designated Purpose Funds: $58,587.24

Capital Improvement Funds: $119,289.68

Ancillary Town Charges: $51,202.28

Bond Funds & Reserves: $326,932.58

Deprececiation/Contingency Funds: $1,060,262.22

Unrestricted: $225,605.49

Restricted: $1,565,071.72

1. **Operations Report**

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

The water system total gallons produced for the month was 19,809,940 with total gallons sold at 15,589,909. Total water unaccounted for was 3,795,900 with percentage inefficiency at 19%.

The wastewater system total gallons received was 54,018,774 with a total gallons treated at 14,238,799. Total percentage inefficiency was 74%.

Total active water services was 3,124 with total active sewer services at 2,801.

Service orders issued was 112 with 108 completed.

Total work hours were 2,438 with 0 hours overtime in administration, 36.5 hours overtime in Distribution and Collection and 0 hours overtime in Treatment.

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

1. **Manager’s Report**

We are currently seeking to fill 3 positions; a Field Operations Manager and 2 Utility Technicians. Jackie Rosier will be acting as the Field Operations Manager until the job is filled.

American Engineering Consulting has bagan working on the rate study for LRWS.

We had a conference call with SCDHEC about our permit violations at the Brunson Wastewater Treatment Plant. We requested that they contain a timeline in the final order for construction upgrades of the facility that is achievable for us. We also asked that they suspend any penalties that may apply.

We will resume our employee meetings again on Friday. These meetings were previously cancelled due to COVID-19.

We are working on installation of some new controls at the LRIP Industrial Park. We hope this will improve the reliability of the water supply and reduce some of the issues with presure problems at Carolina Textile Care.

We are looking at options to resolve an issue that we have on Cemetary Road with a residential sewer pump installation that handles about 4 homes.

Brian has been working on the first draft of the 2020-2021 budget and hopes to present it at the next meeting.

1. **Engineer’s Report-**
* Sludge Dewatering-(RD- Div I)

Sludge removal is underway and going better than expected. Basin 1 is almost complete, 3 and 4 remaining. Thirtyone truck loads have been hauled out.

* Nix Street Neighborhood Waterlines (CDBG)

Project is closed out. We are waiting on reimbursement for emergency reconnects.

* Tank Renovations and Electrical Upgrades

Preconstruction meeting schedueld for June 30, 2020. Project includes repainting and renovating Holly St Tank and LRIP Tank along with electrical improvements including permanent generators at Holly St and Palmetto Ave well sites.

* Sewer Service Extension- Early Branch

Grant submitted to Economic Developement Association (EDA) on June 3, 2020.

* Brunson WWTP/Sewer Rehab

Received approval of plans and specs. All leagl certifications submitted. Awaiting final approveal from Rusty Craven.

* Project Z- Yield Scientific

Received water and sewer plans. Project is under design

7. **System Member Commissioners Report**

(A) **Town of Brunson**- The Town will meet tomorrow and have its final reading of the budget. The computer lab will be open for the residents to come in and complete their census. The town is beginning to do some work on the Preacher house and will be cleaning it up and cutting the bushes. They will also be seeking assistance by way of grant funding for the project. The Street Scape project is still going on.

(B) **Town of Gifford-** The Demolition project is complete and being closed out. We will open bids next month for the work on the Rosenwald School. The Town Hall has not fully opened yet; they are open 3 days a week.

(C) **Town of Hampton**- The town is hoping to finish up its Main Street-Lee Avenue project. The town had some assistance from a Town of Varnville employee with the project. Since Covid-19 began, the town has seen more of its citizens cleaning yards and cutting limbs. Some of the limbs will not fit in the town’s chipper and will not be picked up. The town has an ordinance in place as to acceptable sizing of limbs. The elections will be held on July 14th. There are 3 people running and 2 seats on the ballot.

(D) **Town of Varnville**- The intersection improvement project is finally going to move forward. SCDOT and CSX are now in agreeance. The town had a conference call with the Department of Commerce and were assured that the project was going to happen and that the funds were not going to be taken away. The town will have an election on July 14th. The town has not had any meetings but plan to try to schedule a zoom meeting for Monday. The old Peebles store which is owned by Stages was supposed to be bringing in a new business and have a ribbon cutting back in April but because of Covid-19, that didn’t happen. Stages has now filed bankruptcy.

(E) **Town of Yemassee**- The Shrimp Festival will be held September 17th -19th. The town’s new website is doing well and having a lot of positive feedback. The town held a Public Hearing for a CDBG grant.

(F) **County of Hampton-** N/A

8. **Old Business**

None

9. **New Business**

A) Decommission of Sycamore St Tank in Varnville

Tabled until July

B) Watermelon Logo- Holly St Tank, Town of Hampton

Leary Construction was asked if they could replace the Lowcountry Regional Water System logo with a watermelon slice. Leary Construction indicated that a watermelon slice is considered art work and that it would have more than one color and there would be an addition cost for rendering paint, material, and labor. The cost would be $15,000 above the $7,500 budget for a watermelon slice graphic for a total of $22,500. A watermelon slice using 3 colors with no text included would cost $15,000.

C) Request by Town of Yemassee (Animal Control Housing Pen)

The Town of Yemassee is looking to handle its animal control in house or to at least have a holding area for them. Prior to LRWS, the town had a housing pen at the I95 tank but that pen is no longer being used. The Town of Yemassee has requested permission to use this pen again.

The Board suggested surveying the property to determine how it could be done to keep the pen outside of LRWS’ fence and then donate or sell the pen area to the town. Brian will meet with Matt to see what can be done and what the cost would be.

10. **Questions & Comments**

Chairman Rocky Hudson commented that he was very impressed with some of LRWS’ field employees who came out to take care of some issues at his mother in-laws house and the Ellis Agency office.

11. **Executive Session**

None

12. **Adjournment**

Moved by Jimmy Bilka, seconded by Nat Shaffer to adjourn. Motion carried unanimously. The meeting then adjourned at 5:05.

Respectfully submitted by Marlene Marchyshyn