

The Lowcountry Regional Water System Commission held its regular monthly meeting at 4:00 pm on Tuesday, February 23, 2021 in the Council Chambers at the Hampton County Adminstratve 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

Mayor Nat Shaffer, Varnville

Ms. Peggy O’Banner, Yemassee

Mr. Clay Bishop, Hampton County

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

 Ms. Sara Craven, Secretary

 Ms. Marlene Marchyshyn, Treasurer

Ms. Kari Foy, Engineer

Mr. Bradley Harriott, Field Operations Manager

Ms. Cyndie Moberly, Wastewater Treatment Manager

**Visitors Present:** Bill Hancock (via phone)

 **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 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 Jimmy Bilka to adopt the Agenda with the amendment that item 9A be moved to item 5. Motion carried unanimously.

5. **Presentation of Audited Financial Report for 2019-2020 – Mr. William Hancock, The Brittingham Group LLP**

Mr. Hancock presented the audit report to the commissioners. He discussed several items in the audit including the overview of the financial statement, assets, liabilities, long term debts, internal controls, and compliance. There were no instances of noncompliance or other matters reported.

6. **Approval of Minutes: December 03, 2020 (November) Regular Meeting**

Moved by Peggy O’Banner, seconded by Jimmy Bilka to approve the minutes for the December 3, 2020 meeting. Motion carried unanimously.

7. **Reports**

A) Financial Report- The financial report for November 2020, December 2020, and January 2021 were presented by Marlene Marchyshyn.

B) General Managers Report

* Mr. Burgess informed the Board of some Legislative items of interest. He discussed the Senate S82 and S147. He also discussed PFAS, PFOAS, PFOS and rules for lead & copper.

(Staff Reports)

1. Human Resource Managers Report
	1. Marlene informed the Commission that two individuals had been interviewed for the Utility Technician positions.
2. Billing Managers Report
	1. The operations report was provided which shows the amount of billing charges and number of customers in each town for November and December.
3. Field Operations Managers Report
	1. Mr. Harriott provided a report listing the day to day work load for the field technicians from 1/4/21- 2/14/21.
4. Treatment Operations Managers Report
	1. Ms. Moberly provided a report showing the number of tests, inspections and repairs made by the water & wastewater treatment technicians from 1/30/21- 2/19/21.
5. Engineers Report
	1. We are awaiting USDA approval to award the Brunson PS & Sewer Rehab Project.
	2. We are reapplying for RIA grant funds for the Sewer Service Extension Project. The application deadline for this is March 15, 2021.
	3. The town has selected an engineer for the Yemassee Water & Sewer Improvements Project.

8. **System Member Commissioners Reports**

A) Town of Brunson- The town is still focused on the Preacher House and Beautification Projects.

B) Town of Gifford- Not Present

C) Town of Hampton- The town had a problem with flooding last week due to the rain. The town worked with SC DOT to get the issue resolved. Sanders Branch overflowed which has caused a delay in the town’s project. The museum had some water damage which was found to be an issue with the mortar in the brick work. The town will be receiving bids next week to redo the brickwork. The town hall experienced a sewer back-up problem which was caused by hand towels being flushed down the toilet.

D) Town of Varnville- The town experienced some issues with the increased rain fall. The SCDOT has issued the permits for the Intersection Project but the town is waiting on CSX. The deadline for this project is mid-April.

E) Town of Yemassee- The town is happy to announce that over 1,400 acres have been annexed. Covid-19 testing is still underway in Yemassee. On February 10th, 90 people were tested for the virus of which 30 were positive.

F) County of Hampton- The County experienced some flooding on some of the dirt roads which they are responsible for. The 2nd Annual Jazz Concert was a success. The airport hangar project is in progress. They only have one slab left to pour. Industrial interest has been elevated in the County thanks to the amenities in the Industrial Park. The site for Covid-19 vaccines is very well organized which helps the process go smoothly. The Exit 38 Beautification Project is underway.

9. **Old Business**

None

10. **New Business**

A) Discussion of Pay Policy Related to Covid-19 Absences

* Mr. Burgess informed the Commission that the policy that was passed last year pertaining to Covid-19 absences had expired. He asked the Board if they would like to reinstate the policy and they agreed.

11. **Public Comments**

None

12. **Executive Session**

A) Discussion of matters related to Economic Development Project “J” as allowed by Section 30-4-70 (a) (5) discussion of matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses in the area served by the public body.

Moved by Peggy O’Banner, seconded by Nat Shaffer to enter into executive session. Motion carried unanimously.

Moved by Jimmy Bilka, seconded by Peggy O’Banner to exit into executive session. Motion carried unanimously.

13. **Action on Items Discussed in Executive Session**

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

No action taken.

14. **Adjournment**

Moved by Nat Shaffer, seconded by Peggy O’Banner to adjourn. Motion carried unanimously. Meeting then adjourned at 6.05pm.

Respectfully submitted by Sara Craven.