

The Lowcountry Regional Water System Commission held its regular monthly meeting at 4:00 pm on Wednesday, June 9, 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

 Mayor Mitchell, Gifford

 Mayor Bilka, Hampton

 Mr. Clay Bishop, Hampton County

Mayor Nat Shaffer, Varnville

Ms. Peggy O’Banner, Yemassee

**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:** Billy Miley

 Barbara Nelson

 **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 Horney Mitchell to adopt the Agenda. Motion carried unanimously.

5. **Approval of Minutes: March 23, 2021 Regular Meeting**

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

6. **Reports**

A) Financial Report- The financial report for March and April was presented by Marlene Marchyshyn.

B) General Managers Report- Brian Burgess expressed concerns of water and wastewater extensions to serve the agriculture technology campus. He informed the Commissioners about the American Rescue Plan Act. He also updated the Board about the rate study and upgrades to our computer and phone systems. Brian let the Commissioners know that we had an employee retire in April and will have another employee retiring this month. He also discussed the Brunson Sewer Rehab Project. The Pre-con is set for the 23rd of June.

 (Staff Reports)

1. Deputy General Managers Report
	1. The Deputy General Manger was not in attendance.
2. Billing Managers Report

Sara provided a report that listed the billing amounts, number of late payments, amount of late fees, number of customers on the cut off list and number of service orders for the months of March and April.

1. Field Operations Managers Report

Bradley provided a report listing the day to day work load for the field technicians from 3/14/21 to 5/16/21. He informed the Board about an auto accident at the water tank in Varnville on June 6, 2021.

1. Human Resource Managers Report

Marlene went over the work hours for the month of March and April. She discussed the vacancies and how LRWS is advertising for them.

1. Engineers Report

Kari discussed some ongoing projects.

We are working with Kevin Brown and another attorney on the Gifford Waterline Extension. We should have all the easements by the end of July.

We received a RIA Grant award for $420,000 for the Gifford Lift Station.

We received a $400,000 RIA Grant for the Sewer Service Extension Project.

The Brunson WWTP Project will be revised with updated costs for pumping to Hampton and/ or Fairfax.

1. Treatment Operations Managers Report

Cyndie provided a report showing the number of tests, inspections and repairs made by the Water & Wastewater Treatment Technicians from 3/13/21- 4/30/21.

She also provided a SC DHEC monthly report.

7. **System Member Commissioners Reports**

A) Town of Brunson- The town is looking for funding for the Preacher House Project. The town is working with Dominion to complete the Street Light Project. There will be a Budget Workshop next week.

B) Town of Gifford- Unfortunately all of the town’s festivals were cancelled this year due to COVID-19. The Rural Development Project is progressing. The town will be closing out two grants with USDA this week.

C) Town of Hampton- The museum brick work is almost done. They experienced some issues along the way but are hoping to be done within a week. Beth Chafin has the final inspection for the Native American Trail on Friday. Due to washout issues rock had to be brought in. The town is pleased to say that a new public works shed will be built on land that the town has already purchased.

D) Town of Varnville- After 5 years the Intersection project should be starting soon. This project should not take long to complete once started.

E) Town of Yemassee- The basketball court will be resurfaced and a new bathroom installed very soon. The town’s demo project is moving slowly but Yemassee is pleased at the new businesses opening up. The town has had 15 small businesses apply for licenses one of which is a daycare. The town may be getting a new campground and a development with 20 homes on it.

F) County of Hampton- The Airport Project is going very well. The ribbon cutting has been postponed but the County is happy to say that all of the hangers have been rented. The girl scouts were excited to earn their aviation badges at the airport. Thanks to a donation the County will have a new projection screen and sound system for all to enjoy downtown. The Stanley Building has been an asset to the County providing income and a place for residents to rent. Hampton County is honored to be the choice of a lot of new industrial businesses. The county is hoping that this will help to lower property taxes in the future.

8. **Old Business**

None

9. **New Business**

* 1. Update of Temporary Water Service off of Hill Rd Yemassee and Cost of Permanent Service

Moved by Jimmy Bilka, seconded by Nat Shaffer to table this item until next meeting. Motion carried unanimously.

* 1. Request by Ms. Barbara Nelson 816 Third St NE, Hampton (Reimbursement of Sewer Charges)

Moved by Clay Bishop, seconded by Horney Mitchel to reimburse Ms. Nelson for sewer charges that she paid when she was not connected to the sewer system. Motion carried unanimously.

* 1. Resolution 2020-01 to Amend Engineering Services Agreement with Davis & Floyd for the Brunson Sewer Project

Moved by Clay Bishop, seconded by Nat Shaffer to approve Resolution 2020-01 to Amend Engineering Services Agreement with Davis & Floyd for the Brunson Sewer Project. Motion carried unanimously.

* 1. Request by the Town of Hampton to Place Inserts Into LRWS Water Bills

Moved by Nat Shaffer, seconded by Clay Bishop to allow the town of Hampton to place inserts into the Hampton bills notifying the customers of a garbage increase with the condition that the town of Hampton will pay LRWS for the cost of the inserts. Motion carried unanimously.

* 1. Resolution 2020-02 Acceptance of SCRIA $420,000 Grant Award for Gifford Sewer Pump Station Rehabilitation

Moved by Clay Bishop, seconded by Jimmy Bilka to approve Resolution 2020-02 Acceptance of SCRIA $420,000 Grant Award for Gifford Sewer Pump Station Rehabilitation. Motion carried unanimously.

* 1. Resolution 2020-03 Acceptance of SCRIA $400,000 Grant Award for Sewer Force Main Extension to Serve Alpha Genesis

Moved by Clay Bishop, seconded by Peggy O’Banner to approve Resolution 2020-03 Acceptance of SCRIA $400,000 Grant Award for Sewer Force Main Extension to Serve Alpha Genesis with the condition that the residents of the area do not have to tap into the line. Motion carried unanimously. It was noted that LRWS does not have the authority to tell residents that they do not have to tap into a line. The state law says that a resident has to tap into a water or sewer line if it is available. However this line is not designed for general public use.

* 1. Resolution 2020-04 Acceptance of SCRIA $500,000 Grant Award for Water System Improvements for Agricultural Technology Campus (ATC)

Moved by Clay Bishop, seconded by Horney Mitchell to approve Resolution 2020-04 Acceptance of SCRIA $500,000 Grant Award for Water System Improvements for Agricultural Technology Campus (ATC). Motion carried unanimously.

* 1. Request by Mr. Billy Miley Reference Sewer Service Lateral Operation and Maintenance

Mr. Miley informed the Board of an agreement he had with the town of Brunson from the 1970s.

The Commissioners discussed the matter and agreed that LRWS needed to get legal advice from the company lawyer. The Board asked Mr. Miley to provide an affidavit from himself and Ralph Shaffer who performed the tap.

10. **Public Comments**

None

11. **Adjournment**

Moved by Clay Bishop, seconded by Nat Shaffer to adjourn. Motion carried unanimously. Meeting then adjourned at 5:56 pm.

Respectfully submitted by Sara Craven.