



The Lowcountry Regional Water System Commission held its monthly meeting at 4:00 pm on Tuesday, November 26, 2024, in the large conference room at the Hampton County Administrative 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:** Rocky Hudson, Brunson  
Horney Mitchell, Gifford  
Mayor Robert Brown, Hampton  
Faye Gooding, Varnville  
David Paul Murray, Yemassee

**Officers Present:** Brian Burgess, General Manager  
Sara Craven, Secretary  
Marlene Marchyshyn, Treasurer  
Kari Foy, Engineer  
Blake Hodge, Field Operations  
Sam Baker, Wastewater Treatment

**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**

Robert Brown gave the invocation.

Pledge of Allegiance - Conducted by all.

**3. FOIA Compliance Report**

As required by the Code of Laws of South Carolina, notice of this LRWS Commission meeting was posted prominently in the Commission's offices 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. They were provided with a copy of the agenda at least twenty-four hours before this meeting.

**4. Approval of Minutes**

Moved by Robert Brown and seconded by David Paul Murray to approve the October 22, 2024 minutes. The motion carried unanimously.

**5. Reports:**

A. Financial Report—Marlene provided the financial report for October and mentioned that the yearly audit was completed last week.

B. General Managers Report- Brian informed everyone that the lead and copper letters have been mailed out. These letters were sent to customers with unknown pipes. The letter asks customers to inform LRWS of the type of pipe that goes from the main to their house. Lead service lines are rare. Brian stated that he

does not believe that LRWS has any lead service lines. The River Basin Committee is getting close to completion. Brian also discussed his goals for next year. He would like to schedule some training sessions for the Commissioners. He would also like to get our operation policies updated and start a FOG Program. This program would monitor fats, oils and grease that businesses put into the sewer system. Brian is in the process of completing the agreement with Verizon. We are waiting to see if funds will be available for the agreement with Hampton County School District. We had an extensive inspection with DHEC on the Gifford system. This may have been related to something in Fairfax. We are finalizing our pretreatment program. We are training employees on the new CMMS program. A preconstruction meeting will be set up for the Brunson Sewer Force Main Project. We took bids last month for our SCIIP Project. We were not able to do the entire project. The tank is going to cost \$7.5 million. We will rebid a portion of the lines which would be a total of \$10 million for this SCIIP Project. We will be getting a disaster relief grant from USDA in the amount of \$7.5 million. Brian hopes to be working on the preliminary work for the operations center next year. LeCreuset will be working on an expansion. LRWS was represented at the town's Halloween event. Brian praised Angie Fields for doing a great job with that.

(Staff Reports)

- (1) Deputy General Managers Report
- (2) Human Resource Manager's Report
  - a. Marlene provided the work hours for October.
- (3) Billing Manager's Report
  - a. Sara provided the billing numbers for September and October in the operations report.
- (4) Engineer's Report
  - a. Kari went over the progress of ongoing projects.
    - i. The Alpha Genesis and Jackson Elevated Tank Projects are wrapping up.
    - ii. The Brunson WWTP and LRIP Lift Station Projects will be in active construction soon.
    - iii. The project design is underway for the Railroad Ave Emergency Sewer Upgrade Project.
    - iv. The offsite water is ready to be permitted for the Hampton County High School Project.
- (5) Field Operations Manager's Report
  - a. Blake reported on the work done since the last Board Meeting.
- (6) Treatment Operations Manager's Report
  - a. Sam provided a report of lab tests that were done. The report also showed water production and wastewater treatment. He also mentioned that an operator passed his E and D exam.
  - b. Sam mentioned a wastewater monitoring program that LRWS will be participating in. LRWS would provide the Health Department with a sample to test for illnesses such as COVID.

**6. System Member Commissioners Reports**

- A. Town of Brunson- The town's Christmas parade will be on December 5<sup>th</sup>. It will start at 6:30 pm. The town would like for participants to register at the town hall before the event. The new market will start on December 14<sup>th</sup>. It will be located by the Post Office. This event will be from 9:00 am to 3:00 pm. A local realtor is interested in doing some development in town.
- B. Town of Gifford- The town will have a Christmas tree lighting ceremony on December 12<sup>th</sup>.
- C. Town of Hampton- The Chamber of Commerce will hold their Christmas parade on December 6<sup>th</sup>. The town's Christmas tree lighting ceremony will be at 6:30 pm that day.
- D. Town of Varnville- The town's planning commission is working diligently on ordinances. They will be focused on zoning. The election commission will be updated. The Down Home Christmas will be held on December 13<sup>th</sup> from 6:00 pm to 8:30 pm. The town's audit has been completed for this year and they are working on next year's budget.
- E. Town of Yemassee- The date for the town's Christmas tree lighting ceremony will be announced later.

F. Hampton County- Not in attendance.

**7. Old Business**

A) Review of LRWS Member Draft Standardization Ordinance for Water and Sewer Services

I) The Board decided to table this until the January 2025 meeting.

**8. New Business**

A) Resolution 2024-15 Contract Award for Services Related to the Construction of a One Million Gallon Elevated Water Storage Tank and Other Matters Related Thereto

Moved by Horney Mitchell, seconded by David Paul Murray to approve Resolution 2024-15 Contract Award for Services Related to the Construction of a One Million Gallon Elevated Water Storage Tank and Other Matters Related Thereto. The motion carried unanimously.

B) Resolution 2024-16 Non-Exclusive Tower Attachment Lease Agreement Holly St Tank

I) This agreement is for a 5-year term which can be renewed 4 times. The first year would be \$22,000 with a 3% increase every year. Any third-party inspections or maintenance done would be paid for by the lessee.

Moved by Robert Brown, seconded by David Paul Murray to approve Resolution 2024-16 Non-Exclusive Tower Attachment Lease Agreement Holly St Tank. The motion carried unanimously.

**9. Public Comments**

**10. Adjournment**

Moved by Robert Brown, seconded by Horney Mitchell to adjourn. The motion carried unanimously. The meeting then adjourned at 4:48 pm.

*Respectfully submitted by Sara Craven.*