



The Lowcountry Regional Water System Commission held its monthly meeting at 4:00 pm on Tuesday, October 22, 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  
Mayor Robert Brown, Hampton  
Mayor Nat Shaffer, 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 4:03 pm.

2. **Invocation and Pledge of Allegiance**

Nat Shaffer gave the invocation.

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. 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 Nat Shaffer to approve the September 24, 2024 meeting minutes. The motion carried unanimously.

5. **Reports:**

A. Financial Report- Marlene provided the financial report for September.

B. General Managers Report- Brian stated that operations went well during hurricane Helene. He was very appreciative of the LRWS staff. The staff made sure that the backup generators were always running. There were some things that we did not anticipate after the storm, such as the internet being down. This posed a problem when getting fuel as the card readers would not work. We are in the process of working on applications for FEMA. Brian congratulated Blake on passing his license test.

(Staff Reports)

- (1) Deputy General Managers Report
- (2) Human Resource Managers Report
  - a. Marlene provided the work hours for September.
- (3) Billing Managers Report
  - a. Nothing to report.
- (4) Engineers Report
  - a. Kari went over the progress of ongoing projects.
    - i. We received concurrence and award the Brunson WWTP Project.
    - ii. We had our bid opening for the Industrial Area Elevated Tank and New Transmission Main.
    - iii. A kick off meeting was held on 10/17/24 for the Railroad Ave Emergency Sewer Upgrade Project.
    - iv. The Jackson Ave Elevated Tank is complete.

Kari provided a handout and discussed a letter that will be mailed to the customers pertaining to the type of pipes in their yard. We are currently taking inventory of all the pipes in our system. We are asking customers if they know what type of pipe is going from their house to the meter.
- (5) Field Operations Managers Report
  - a. Blake reported on the work done since the last Board Meeting.
- (6) Treatment Operations Managers Report
  - a. Sam provided a report of lab tests that were done. The report also showed water production and wastewater treatment.

**6. System Member Commissioners Reports**

- A. Town of Brunson- The town will celebrate Halloween at Terry Wright Park on October 26<sup>th</sup>. There will be a pumpkin patch, haunted house, trunk or treat, a jump castle, and hayrides. The fire department will be cooking hot dogs. The trunk or treat will be from 6:00- 8:00. The town will host a yard sale on November 2<sup>nd</sup>. It will be located between the Post Office and the development center. Residents will be able to rent a space. The Council Members received iPads.
- B. Town of Gifford- Not in attendance.
- C. Town of Hampton- The town will host Halloween downtown with the Chamber of Commerce on October 31<sup>st</sup> at 5:00pm. The police department will have their annual trick or treat celebration from 6:00- 8:00.
- D. Town of Varnville- The town will host the annual trunk or treat from 5:30pm- 7:00pm on October 25<sup>th</sup>. Celebrate a Small Town in America went well considering it was the weekend after Helene. The committee considered postponing it but ultimately decided not to. The food trucks were very successful.
- E. Town of Yemassee- The Shrimp Festival did exceptionally well this year. There was a carnival and a fireworks show. The town has donated 1,000 bottles of water to Varnville Elementary School.
- F. Hampton County- Not in attendance.

**7. Old Business**

**8. New Business**

- A) Resolution 2024-13 Revising Apportionment of Member Votes of the Commission of the Lowcountry Regional Water System  
Moved by Robert Brown, seconded by Nat Shaffer to approve Resolution 2024-13 Revising Apportionment of Member Votes of the Commission of the Lowcountry Regional Water System.  
Motion carried unanimously.
- B) Resolution 2024 -14 Election of Officers of the Commission of the Lowcountry Regional Water System  
Moved by Robert Brown, seconded by Nat Shaffer to appoint Sara Craven as the secretary of LRWS.

Moved by Rocky Hudson, seconded by Nat Shaffer to appoint Robert Brown as the Vice- Chairman of the LRWS Board.

Moved by Robert Brown, seconded by David Paul Murray to appoint Rocky Hudson as the Chairman of the LRWS Board.

Moved by Robert Brown, seconded by David Paul Murray to appoint Marlene Marchyshyn as the treasurer for LRWS.

Moved by Robert Brown, seconded by David Paul Murray to approve Resolution 2024 -14 Election of Officers of the Commission of the Lowcountry Regional Water System. Motion carried unanimously.

9. **Public Comments**

10. **Adjournment**

Moved by Robert Brown, seconded by Nat Shaffer to adjourn. The motion carried unanimously. The meeting then adjourned at 4:56pm.

*Respectfully submitted by Sara Craven.*