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The Lowcountry Regional Water System Commission held its regular monthly meeting at 4:00 pm on Tuesday, July 25, 2023 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 Robert Brown, Hampton

Ms. Faye Gooding, 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. Blake Hodge, Field Operations Manager

Mr. Alec Sterling, Treatment Operations Manager

**Visitors Present:** None

**Quorum Met:** Yes

1. **Call to Order**

Chairman Rocky Hudson called the meeting to order at 4:06 pm.

2. **Invocation and Pledge of Allegiance**

The invocation was given by Robert Brown.

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 Robert Brown, seconded by Peggy O’Banner to adopt the agenda. Motion carried unanimously.

5. **Approval of Minutes**

Moved by Robert Brown, seconded by Peggy O’Banner to approve the minutes for the May 23, 2023, meeting. Motion carried unanimously.

6. **Reports:**

A. Financial Report- The financial reports for May and June were presented by Marlene. She also gave the Commissioners a handout that showed the financial status of LRWS at the end of the 3rd quarter. She noted that expenses were high due to repairs and maintenance that were not expected. A bill for $16,000 was sent out after a hydrant was hit. This is one of those expenses which we have not received the payment for yet.

B. General Managers Report- Brian stated that a transfer was made from the depreciation fund in the amount of $50,000. He noted that the 10-year anniversary celebration went very well. There were several hundred people in attendance. There were a lot of good comments. Gifford won the water tasting contest. We were able to use our new misting tent at the Watermelon Festival. Brian was pleased to announce that the County would be committing $500k towards the SCIIP Project and providing a tank site. The County may also provide some help on a continuing basis.

(Staff Reports)

1. Deputy General Managers Report
2. Human Resource Managers Report
   1. Marlene provided the work hours for the months of May and June. She noted that in the month of June, LRWS had a new hire in the water distribution department. This employee comes from Beaufort County.
3. Billing Managers Report
   1. Sara provided the operations report for April, May, and June. The billing numbers were displayed on page two. She also stated that the number of work orders shown on the June operations report are not accurate. The work orders have been completed but the paperwork has not come back yet.
4. Engineers Report
   1. Kari went over the progress of ongoing projects.
      1. We are waiting on the state engineer to advertise for the Brunson WWTP.
      2. The Brunson PS Upgrade Project is underway and should be done soon.
      3. The Gifford Lift Station Project should be done in August. The pumps were started up today. The contractor will be working on sitework and SCADA integration. The SCADA integration will allow us to monitor the site from anywhere.
      4. The Yemassee WWTP Aeration Upgrade & Flow Splitting Project is expected to be awarded $1.5 million in grants from SRF for the upgrade. We will also be working on other funding.
      5. The LRIP Lift Station Upgrade Project has been advertised and we will receive bids on 8/8/23.
      6. The FAA will allow us to remove the aviation lights on the Jackson Ave tank as it is not an obstruction.
      7. Our pretreatment program will require limits from industries. This will protect us as operators of wastewater treatment facilities. We will have more control over the wastewater that is put in our system.
      8. The Beaufort County Good Neighbor Fund awarded the town of Yemassee some funding for 5-6 homes on River Rd which have failing septic tanks. These funds will be used to implement a low-pressure sewer solution to help those homes. It will also resolve a sewer issue with Vetrostone and it will put remote monitoring at the two lift stations on Guess Dr.
5. Field Operations Managers Report
   1. Blake provided a report of the work done since the last meeting. He also noted that a lot of the expenses on the financial report come from fieldwork. We had some big main breaks.
6. Treatment Operations Managers Report
   1. Alec went over the water produced and sold for the months of April, May, and June. These numbers were displayed in the operations reports.

7. **System Member Commissioners Reports**

A. Town of Brunson- The computer lab and after school tutoring building has been remodeled. A beautiful mural can be seen on the building which is located behind the post office. This program has a full volunteer staff that is ready to help the kids. This project was completed thanks to Mayor Williams.

B. Town of Gifford- Not in attendance.

C. Town of Hampton- National Night Out will be on August 1st. School supplies and hot dogs will be given out. The town was happy to assist Federal agents with a drug bust during the month of June. They were able to confiscate drugs and guns during this bust. Mayor Brown informed everyone that drugs are a big problem in Hampton County. There were 3 overdoses in 1 week during the month of June.

D. Town of Varnville- The town is still working on the nature trail. Thanks to some very talented school students, there is a beautiful mural adjacent to the nature trail. The Municipal Association has a conference in Greenville.

E. Town of Yemassee- Iron Line is progressing with their project. The Shrimp Festival will have a lot of vendors and some great bands. The Demo Project has stopped due to the air quality license being expired. National Night Out is August 1st at the town hall.

F. Hampton County- Not in attendance.

8**. Old Business**

9**. New Business**

A) Consideration of Water and Wastewater Capacity Impact Fee Adoption and Amendments

Moved by Robert Brown, seconded by Peggy O’Banner to approve the first reading of the Resolution of the Lowcountry Regional Water System Adopting and Imposing Certain Impact Fees, Adopting Policies Related to Such Impact Fees, And Other Matters Related Thereto. Motion carried unanimously.

**10. Public Comments**

**11. Adjournment**

Moved by Robert Brown, seconded by Peggy O’Banner to adjourn. Motion carried unanimously. The meeting then adjourned at 5:00 pm.

*Respectfully submitted by Sara Craven.*