

Please note that the Lowcountry Regional Water System Commission held its regular, monthly meeting at 4:00 pm on Tuesday, March 24, 2020 at 513 Elm St West, 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. The Commission conducted its meeting in electronic form as provided by Resolution 2020-01 adopted March 20, 2020.

**Commission Present:** Mr. William “Rocky” Hudson, Brunson

Mayor Jimmy Bilka, Hampton

Mayor Nat Shaffer, Varnville

Mayor Horney Mitchell, Gifford

Ms. Peggy O’Banner, Yemassee

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

 Ms. Sara Craven, Secretary

 Ms. Marlene Marchyshyn, Treasurer

 Ms. Kari Foy, Engineer

**Visitors Present:** C.D. Rhodes

 Kevin Brown

 Lyman Wray

 **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 Horney Mitchell.

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 Peggy O’Banner, seconded by Horney Mitchell to adopt the Agenda. Motion carried unanimously.

5. **Approval of Minutes: March 4, 2020 Regular Meeting**

Moved by Jimmy Bilka, seconded by Peggy O’Banner to approve the minutes of the March 4, 2020 Meeting. Motion carried unanimously.

6. **Reports**

1. **Financial Report**

The financial report for the month of February was presented by Marlene Marchyshyn and is summarized below.

Total monthly revenue: $253,241.04

Total monthly expenditures: $235,444.05

Cash Account Balances

General Revenue: $267,995.54

Designated Purpose Funds: $69,293.09

Capital Improvement Funds: $96,195.24

Ancillary Town Charges: $51,448.83

Bond Funds & Reserves: $402,703.53

Unrestricted: $267,995.54

Restricted: $1,524,929.20

1. **Operations Report**

The Operations Report for February was presented by Brian Burgess and is summarized below:

The water system total gallons produced for the month was 21,978,973 with total gallons sold at 14,988,173. Total water unaccounted for was 6,290,512 with percentage inefficiency at 29%.

The wastewater system total gallons received was 46,855,824 with a total gallons treated at 14,487,632. Total percentage inefficiency was 69%.

Total active water services was 3,091 with total active sewer services at 2,781.

Service orders issued was 144 with 141 completed.

Total work hours were 2,863.75 with 1.25 hours overtime in administration, 48.5 hours overtime in Distribution and Collection and 14 hours overtime in Treatment.

There were no Workers Comp incidents and no loss time reported.

1. **Manager’s Report**
* Stated that operations have changed due to the COVID-19 outbreak.
1. **Engineer’s Report**
	* Covanta is preparing an alternate proposal for completing the project following a conference call with legal counsel.
	* USDA comments were addressed on 2/21/20 pertaining to the Brunson WWTP/ Sewer Rehab Project. We are waiting on USDA review.
	* We received preliminary plans and specs on 3/16/20 for the Tank Renovation and Electrical Upgrade Project.
	* We received preliminary plans and specs for the Sewer Service Extension Project on 3/4/20. We are evaluating funding options with EDA.

7. **System Member Commissioners Report**

(A) **Town of Brunson**- The town is focused on beautifying itself. The streetscape project is making progress. The Museum Committee was given some money to upgrade the museum. This project is at a standstill while the decision is made about what to do about the Preacher House.

(B) **Town of Gifford-** Everything is moving slow due to the COVID-19 virus. The playgrounds and community center have been shut down. The annexations are going well.

(C) **Town of Hampton**- The lobby at the town hall has been closed to the public. Tomorrow the town will be taking bids for demolition of old houses on Nix St. This will take place outside. All of the parks have been closed due to the COVID-19 virus.

(D) **Town of Varnville**- The town hall is closed to the public unless an appointment is made. The town is encouraging people to pay online. All public hearings/ forms have been cancelled. The deadline for business license renewals has been extended to June 15, 2020 without any penalties. DOT has accepted the plan pertaining to the Intersection Project. The town is now waiting on CSX in order to move forward with this project.

(E) **Town of Yemassee**- The town hall is closed to the public. Anyone who wishes to be notified about any emergency information can sign up on the town’s website. <https://www.townofyemassee.org/>

(F) **County of Hampton**-

8. **Old Business**

* 1. Decommission of Sycamore St Tank in Varnville

Brian informed the Board that the cost to demolish the tank would be $26,600 and the cost to take it offline, paint it, fill it with sand and give it to the town would be between $75,000 and $85,000.

Moved by Nat Shaffer, seconded by Peggy O’Banner to table this decision until the next meeting. Motion carried unanimously

9. **New Business**

* 1. A Series Resolution Providing for the Issuance and Sale of a Not Exceeding Two Million Two Hundred Seventy-Five Thousand Dollars ($2,275,000) Waterworks and Sewer System Refunding Revenue Bond, Series 2020 of Lowcountry Regional Water System, South Carolina, for the Payment of Said Bond, and Other Matters relating Thereto.

Moved by Peggy O’Banner, seconded by Jimmy Bilka to approve the Series Resolution Providing for the Issuance and Sale of a Not Exceeding Two Million Two Hundred Seventy-Five Thousand Dollars ($2,275,000) Waterworks and Sewer System Refunding Revenue Bond, Series 2020 of Lowcountry Regional Water System, South Carolina, for the Payment of Said Bond, and Other Matters relating Thereto. Nat Shaffer opposed.

* 1. Adoption of Rules for Public Comments

Moved by Jimmy Bilka, seconded by Peggy O’Banner to adopt the new rules for public comments. Motion carried unanimously.

10. **Questions & Comments**

11. **Executive Session**

12. **Adjournment**

Moved by Nat Shaffer, seconded by Jimmy Bilka to adjourn. Motion carried unanimously. The meeting then adjourned at 5:28.

Respectfully submitted by Sara Craven