



## **Regular Monthly Meeting Minutes**

**March 24, 2026 | 4:00 p.m.**

The Lowcountry Regional Water System Commission (“Commission”) held its regular monthly meeting on Tuesday, March 24, 2026, at 4:00 p.m. in the Large Conference Room of the Hampton County Administrative Center, located at 200 Jackson Avenue East, Hampton, South Carolina. All meetings of the Commission are open to the public, except for matters discussed in Executive Session as permitted by law.

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## **Commissioners Present**

- Rocky Hudson, Chairman (Town of Brunson)
- Mayor Robert Brown (Town of Hampton)
- Mayor Nat Shaffer (Town of Varnville)
- Mayor Horney Mitchell (Town of Gifford)
- Daniel Anderson (Town of Yemassee)
- Dennis Thompson Jr. (Hampton County)

## **Officers and Staff Present**

- Brian Burgess, General Manager
- Sara Craven, Secretary
- Marlene Marchyshyn, Treasurer
- Blake Hodge, Field Operations Manager
- Jake Skinner, Treatment Operations Manager

## **Visitors Present**

- Brenna Hancock

**Quorum:** A quorum was present.

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## **1. Call to Order**

Chairman Rocky Hudson called the meeting to order at 4:00 p.m.

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## **2. Invocation and Pledge of Allegiance**

Mayor Horney Mitchell delivered the invocation. The Pledge of Allegiance was led by Chairman Hudson and recited by all in attendance.

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## **3. FOIA Compliance**

The Secretary reported that notice of the meeting was posted in accordance with the South Carolina Freedom of Information Act. The agenda was prominently posted at least twenty-four (24) hours prior to the meeting and provided to local media outlets and to all individuals who requested notice.

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## **4. Approval of Minutes**

Motion was made by Mayor Robert Brown and seconded by Mayor Horney Mitchell to approve the minutes of the January 27, 2026, regular meeting as presented.

**Motion carried.**

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## **5. Reports**

### **A. Financial Report**

Treasurer Marlene Marchyshyn reviewed the financial statements for January and February 2026, including revenues, operating expenses, and account balances.

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## **B. General Manager's Report**

General Manager Brian Burgess provided an update on events happening in the area.

- Brian was a guest speaker at the environmental conference last week. He gave a presentation about LRWS. The conference was very informative.
  - Brian encouraged the Commissioners to attend some of the meetings held by Rural Water. The next meeting will be held in Summerville in September.
  - A preconstruction meeting was held yesterday between the town of Yemassee and the contractor. This is the same contractor that LRWS has used many times.
  - LRWS held a preconstruction meeting today for the Sewer system upgrades in Yemassee. We really need more capacity for the Yemassee plant.
  - The Joint Authority Act is undergoing some changes. It would allow the Governor to place someone on the LRWS board. Brian isn't sure how this change would apply to LRWS since our Board is based on weighted votes.
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## **Staff Reports**

### **1. Human Resources Manager's Report**

- Monthly work-hour reports were submitted for January and February.
- One new hire was added to Distribution and Collections.
- Customer Service Representative Teresa Smith will retire effective April 10, 2026. The position has been filled.
- There was an incident in February with a field operations technician. He fell in a hole while making a sewer call. He sprained his ankle. He was treated at the local hospital and referred to a specialist. He was then placed on light duty upon his return to work.

### **2. Billing Manager's Report**

- Billing activity for January was reviewed as part of the Operations Report. A report showing the percentage of customers on the cut-off list for each town was also presented.

### **3. Engineer's Report**

- The Brunson force main to Hampton has been completed.
- The Yemassee WWTP Upgrade has begun.
- Today is the substantial completion date for the new elevated tank in the Industrial Park. This means that the tank should be ready for water; however, it is not ready.
- The waterline down Hwy 68 has been completed, and it is waiting on water.
- We received rural development concurrent to proceed with the electrical upgrades at the Hampton plant.
- We received some funds for the River Rd Sewer Project.

- The Railroad Emergency Sewer Upgrade Project is under design.
- A memorandum of understanding has been drafted for the school. This is an agreement to operate the off-site water and sewer system.

#### **4. Field Operations Manager's Report**

- The field crew received 460 locate requests during the last 2 months.
- The fiber crews have hit several lines, which caused some customers to experience a water outage.
- On March 14, 2026, contractors were able to tie into the industrial tank. This job took about 8 hours to complete.
- Lift station repairs and road patching are on the to-do list for Blake's crew.

#### **5. Treatment Operations Manager's Report**

- January production and treatment data were reviewed and discussed.
- The Yemassee plant experienced a system overflow on February 2<sup>nd</sup>. This event occurred near the effluent, so it was already treated wastewater. This issue was reported that day.

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### **6. System Member Reports**

#### **A. Town of Brunson**

Chairman Rocky Hudson informed everyone of a crime that was caught on one of the town's new cameras.

The town will be hosting an Easter event on April 4<sup>th</sup> at the Terry Wright Park from 2:00pm – 5:00pm.

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#### **B. Town of Gifford**

This Friday the town will have a Gospel Youth Day at the town hall square. This will take place from 10:00am to 4:00pm. This event was made possible by the Long Branch Baptist Church.

The Rosenwald School is still an ongoing project.

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#### **C. Town of Hampton**

A municipal election for the Town of Hampton is scheduled to be held on April 7, 2026.

The town received bids for the Dave Daniel Park Project.

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## **D. Town of Varnville**

A needs assessment was done on the old gin building.

The town would love it if LRWS would consider adding sewer service on Dennis Blvd. The town would be willing to help with the project's financial aspects. The town is currently working on stormwater issues in that area.

The town celebrated International Women's Day at the town hall. This event was sponsored by Pearl's. Former LRWS employee Kari Foy was a guest speaker.

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## **E. Town of Yemassee**

The town has several ongoing projects.

The Alpha Genesis health clinic will be next to the Dollar General.

The River Rd Project and the I-95 Re-beautification Project are ongoing.

The town will also be getting an office for modular homes. Residents will be able to go to this office and order a new home.

Councilman Cook reported that a new grocery store will be coming soon.

The gun range on Pocotaligo Rd has been shut down.

The section by Loves was rezoned for commercial development.

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## **F. Hampton County**

The county was able to reduce the cost of food for the local inmates. By changing vendors, the county was able to save \$1.70 per inmate each meal.

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## **7. Old Business**

None.

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## 8. New Business

### **A. Resolution 2026-03 Application to Amend Town of Yemassee Zoning Designation from Office Commercial District to Regional Commercial District Change for LRWS Owned Properties TMS 198-00-00-282 and 197-00-00-110; And Other Matters Related Thereto.**

LRWS needs to put in an application for the pump station and the elevated tank in Yemassee to be rezoned.

Moved by Mayor Nat Shaffer, seconded by Commissioner Daniel Anderson to approve Resolution 2026-03 Application to Amend Town of Yemassee Zoning Designation from Office Commercial District to Regional Commercial District Change for LRWS Owned Properties TMS 198-00-00-282 and 197-00-00-110; And Other Matters Related Thereto. **Motion carried.**

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### **B. Proposed Lighting System for New Elevated Tank at SCIC**

Mr. Burgess informed the Commissioners of issues pertaining to this project. The cost will be about \$100,000 more than anticipated. There will be an additional 12-weeks on this project with the current contractor. RIA wants the project done by June. We will need to discuss these changes with RIA.

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## 9. Executive Session

Motion by Mayor Robert Brown, seconded by Mayor Horney Mitchell, to enter Executive Session pursuant to S.C. Code §30-4-70(A)(2) for legal and contractual matters.

**Motion carried.**

Motion by Mayor Robert Brown, seconded by Mayor Nat Shaffer, to return to open session.

**Motion carried.**

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## 10. Action from Executive Session

### **A) Specifically for discussion of matters and to receive legal advice related to Development Impact Fees for service at 705 Third St NE, Hampton SC 29924.**

Moved by Mayor Horney Mitchell, seconded by Mayor Robert Brown to allow the customer at 705 Third St NE to partake in a deferred payment plan. This payment plan would implement spreading the past due balance out with a minimum payment of \$100 a month and a maximum term of 5 years. **Motion carried.**

### **B) Proposed SCDES Consent Order for Town of Brunson WWTP**

Moved by Mayor Nat Shaffer, seconded by Commissioner Daniel Anderson, to allow Brian Burgess to proceed with the process needed to keep the plant an active wastewater treatment plant. **Motion carried.**

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## **11. Public Comments**

No public comments.

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## **12. Adjournment**

Motion by Mayor Robert Brown, seconded by Mayor Nat Shaffer to adjourn.

**Motion carried.**

Meeting adjourned at **5:44 p.m.**

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**Respectfully submitted,  
Sara Craven, Secretary**