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The Lowcountry Regional Water System Commission held its regular monthly meeting at 4:00 pm on Tuesday, May 23, 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

Mayor Nat Shaffer, Varnville

Ms. Peggy O’Banner, Yemassee

Darrin Williams, Hampton County

**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:** Heather Rath (Yemassee)

**Quorum Met:** Yes

1. **Call to Order**

Chairman Rocky Hudson called the meeting to order at 4:02 pm.

2. **Invocation and Pledge of Allegiance**

The invocation was given by Darrin Williams.

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 April 25, 2023, meeting. Motion carried unanimously.

6. **Reports:**

A. Financial Report- The financial report for April was presented by Marlene.

B. General Managers Report- Brian noted that everyone has been busy preparing for the 10-year anniversary celebration.

(Staff Reports)

1. Deputy General Managers Report
2. Human Resource Managers Report
   1. Marlene provided the work hours for the month of April and noted that there were no injuries.
3. Billing Managers Report
   1. Sara provided sample bills for each town.
4. Engineers Report
   1. Kari stated that the Brunson Pump Station Project is underway. The project had some delays but should begin mid-June or early July.
   2. She also noted that the Sycamore tank will be coming down this Thursday and Friday.
5. Field Operations Managers Report
   1. Blake provided a report of the work done since the last meeting. He also informed the Commissioners of a hydrant that was hit. We have experienced an issue with locates being put in. The field crew has fixed the leaks in Yemassee.
6. Treatment Operations Managers Report
   1. Alec informed the Commissioners that we had a lot of rainwater which flooded some of the holding tanks. We experienced a blown fuse on some of the pumps. He assured the Board that everything is back to normal and running smoothly now.

7. **System Member Commissioners Reports**

A. Town of Brunson- Nothing to report at this time.

B. Town of Gifford- Not in attendance.

C. Town of Hampton- The town has hired CCI to inspect buildings and act as the code enforcement. Everyone is busy preparing for the Watermelon Festival.

D. Town of Varnville- Nothing to report at this time.

E. Town of Yemassee- The Demo Project is almost complete. There are only two more buildings that need to come down.

F. Hampton County- The County is busy working on the new budget.

8**. Old Business**

9**. New Business**

* 1. **Presentation of Funding Strategy for Industrial Park/Yemassee Water System Improvements**

LRWS applied for funding of two major projects from the South Carolina Infrastructure Investment Program (SCIIP). Project 1- Water System Improvements includes the following Divisions:

W1- Elevated Tank at LRIP/SCIC, W2- Well & Pump Upgrades LRIP/SCIC, W3- Hwy 68 Water Main Extension, W4- Hwy 68/Yemassee Interconnection, W5- Hampton-Varnville Interconnection, S1- Hwy 601 Force Main Extension, and S2- Hwy 601 Sewer Pump Station. LRWS was awarded $10M SCIIP grant for this project. Project 2 was for Sewer System Improvements. This project did not receive a SCIIP award. LRWS will seek other grants and private funding opportunities that may help reduce loan amount for the project.

* + 1. Moved by Robert Brown, seconded by Nat Shaffer to approve the funding strategy for the Industrial Park/ Yemassee Water System Improvements. Motion carried unanimously.
  1. **Discussions on Future Wastewater Treatment Capacity Needs for Industrial Park/Yemassee**
  2. **Resolution 2023-05 Appointment of Voting Delegate and Alternate Voting Delegate of the South Carolina Rural Water Association; and Other Matters Related Thereto**
     1. Moved by Nat Shaffer, seconded by Peggy O’Banner to approve Resolution 2023-05 Appointment of Voting Delegate and Alternate Voting Delegate of the South Carolina Rural Water Association; and Other Matters Related Thereto appointing the General Manager to serve as LRWS’ voting delegate with the Staff Engineer serving as its alternate. Motion carried unanimously.
  3. **Resolution 2023-06 Acceptance of Grant Award A-23-E124 From the South Carolina Rural Infrastructure Authority and Other Matters Related Thereto** 
     1. Moved by Robert Brown, seconded by Nat Shaffer to approve Resolution 2023-06 Acceptance of Grant Award A-23-E124 From the South Carolina Rural Infrastructure Authority and Other Matters Related Thereto. Motion carried unanimously.
  4. **Resolution 2023-07 Supplemental Budgetary Funding Related to the Lowcountry Regional Industrial Park Sewer Pump Station Rehabilitation Project and Other Matters Related Thereto**

LRWS was awarded a grant from the General Water Supplemental Grant Intended Use Plan through the SCDHEC State Revolving Fund in the amount of $470,000. LRWS previously approved a budget of $75,000 for engineering fees and awarded an engineering service agreement to Keck & Wood in the amount of $39,000. Keck & Wood estimated the construction cost to be approximately $560,000. With the contingencies of $56,000, the total would be $616,000 and exceeds the grant by $146,000. LRWS recommended those additional funds be provided from its Asset Depreciation account for equipment renewal and replacement for the LRIP Sewer Pump Station Rehab project.

* + 1. Moved by Robert Brown, seconded by Peggy O’Banner to approve Resolution 2023-07 Supplemental Budgetary Funding Related to the Lowcountry Regional Industrial Park Sewer Pump Station Rehabilitation Project and Other Matters Related Thereto. Motion carried unanimously.

**10. Public Comments**

**11. Adjournment**

Moved by Robert Brown, seconded by Nat Shaffer to adjourn. Motion carried unanimously. The meeting then adjourned at 4:57 pm.

*Respectfully submitted by Sara Craven.*