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The Lowcountry Regional Water System Commission held its regular monthly meeting at 4:00 pm on Tuesday, October 24, 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

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

Mr. Blake Hodge, Field Operations Manager

**Visitors Present:** David Paul Murray

**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**

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 Peggy O’Banner, seconded by Robert Brown to approve the minutes for the September 26, 2023, meeting. Motion carried unanimously.

6. **Reports:**

A. Financial Report- The financial report for September was provided by Marlene.

B. General Managers Report- Brian informed the Commissioners that a quorum was not met at the last meeting. The County had not yet passed the resolution to appoint Noah Alexander as the alternate, therefore everything that was passed is void. The Board will need to meet again.

Brian also informed the Board that the customer service representative job had been posted. LRWS will be losing an employee in the field department.

(Staff Reports)

1. Deputy General Managers Report
2. Human Resource Managers Report
   1. Marlene provided the work hours for the month of September.
3. Billing Managers Report
   1. Sara provided the billing numbers for the month of September.
4. Engineers Report
   1. Kari went over the progress of ongoing projects.
      1. The Brunson Pump Station Project is going well. All 3 pump stations have been started up. They should be demobilizing in the next 30 days.
      2. Materials are being purchased and delivered for the Alpha Genesis Project. Construction will begin soon.
      3. We are working on our application to USDA for disaster funding. We are hoping to get it in by the end of this month.
      4. The Mixson St Sewer Repair Project should be done in the next two weeks.
      5. We have received proposals for the River Rd Sewer Project.
      6. We are working on implementing a CMMS (Computerized Maintenance Management System). This system will help us track work orders.
5. Field Operations Managers Report
   1. Blake provided a report of the work done since the last meeting. He noted that 844 work orders and more than 800 locates have been done since last year.
6. Treatment Operations Managers Report

7. **System Member Commissioners Reports**

A. Town of Brunson- Work is being done on the Town Hall and the Preacher House. The town will have an election in November.

B. Town of Gifford- Trunk or Treat will be happening soon. The citizens of the town will be hosting the event.

C. Town of Hampton- The Chamber of Commerce will be joining the town in hosting Trunk or Treat on October 31st from 5:00pm - 6:00pm. This event will be downtown. The town will also have a Trunk or Treat behind the Town Hall from 6:00pm – 8:00pm.

D. Town of Varnville- Trunk or Treat will be this Friday. The town will have an election in November.

E. Town of Yemassee- The town’s Fall Festival will be Thursday from 5:30 to 7:30pm. The Iron Line Project is progressing. Stoney Creek’s development plan has been approved and they have started phase 1. The town also has an election coming up.

F. Hampton County- Not in attendance.

8**. Old Business**

9**. New Business**

**10. Public Comments**

David Paul Murray spoke about his concern for fire hydrants in Yemassee. He voiced his concern about safety issues that may come due to fire hydrant failures. Mr. Murray asked the Board how LRWS maintains hydrants and what the plan is for fixing the broken ones.

LRWS tests the hydrants every 3 years and the fire departments tests the hydrants every year.

Blake informed Mr. Murray that his crew has been working on hydrants. They have repaired all of the hydrants in Brunson and are halfway done with Hampton.

Blake had a meeting with someone from the County today to discuss hydrants. He also stated that he received a list today of the hydrants that need work in Yemassee. He let Mr. Murray know that LRWS will be taking care of the issue which most of the time develops due to excess paint on the hydrant.

**11. Adjournment**

Moved by Robert Brown, seconded by Nat Shaffer to adjourn. Motion carried unanimously. The meeting then adjourned at 4:42 pm.

*Respectfully submitted by Sara Craven.*