

MEETING OF THE COMMISSION  
ISLE OF PALMS WATER & SEWER COMMISSION  
DECEMBER 20, 2023

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In accordance with the Freedom of Information Act, the Agenda was posted on Wednesday, December 13, 2023, at City Hall, the Commission Office, and provided to *The Post and Courier*. The meeting was held on Wednesday, December 20, 2023, at the Commission Office, 1300 Palm Boulevard on the Isle of Palms, SC.

Attending were Chairman Jay Leigh, Vice Chairman Bob Hooper, Secretary Donald Smith, Commissioner Curtis Helfrich, PE, Commissioner Jeff Forslund, General Manager Chris Jordan, Operations Manager Shorty Meade, Special Projects Administrator Bill Jenkins, Comptroller Helena Stickles, CPA, Engineer Mark Yodice, and Attorney Jennifer Blumenthal (via phone).

Chairman Leigh called the meeting to order at 8:00 a.m.

Vice Chairman Hooper made a motion to go into Executive Session to receive legal advice regarding a potential claim pursuant to section 30-4-70(a)(2) of SC FOIA. Secretary Smith seconded the motion. The Commission went into Executive Session at 8:01 a.m. The Commission returned from Executive Session at 8:30 a.m. Chairman Leigh stated that no decisions were made.

Vice Chairman Bob Hooper made a motion to accept the minutes of the regular Commission meeting of November 15, 2023. Commissioner Forslund seconded the motion. The motion passed unanimously.

As there were citizens present, Chairman Leigh read the Chairman's Statement.

Ms. Renee Meyer, a realtor speaking on behalf of the former homeowner and customer at 2 Seagrass Lane, came before the Commission requesting compassion and leniency regarding a past due bill. She distributed copies of a letter she sent in the fall and read the letter to the Commissioners. She believes the bill resulted in a miscommunication.

Mr. Jim Raih inquired as to whether the Commission has a master plan for real estate projects. He would like to know the plan for the Commission property at Wild Dunes. Chairman Leigh said that General Manager Jordan will be in touch with Mr. Raih with an answer.

Special Projects Administrator Jenkins began the Manager's Report. He reported that the Wild Dunes Pump Station is complete except for the electrical. The switch gear is due to be delivered on December 29. All else on site is in place.

Special Projects Administrator Jenkins stated that work is steadily continuing at the Forest Trails Plant. The electrician has begun pulling wire to all the equipment in place. Ruby-Collins, Inc., is installing all process piping within the building. The project is still on track for March 2024 completion.

Staff is still working with DHEC on the permit for the R/O concentrate line extension. The stormwater project will recommence at the beginning of the new year. Director Kerr said that Quality Enterprises will return to stabilize the driveway near the outfall.

Staff continues to work with the City on the Forest Trails effluent line and its placement in the 41<sup>st</sup> Avenue right-of-way. Thomas & Hutton has completed its survey of Sewer Basin N and is developing the plans for it. Special Projects Administrator Jenkins will share the drawing of the proposed pump station site to discuss with neighbors in that area.

Special Projects Administrator Jenkins reported that staff has been negotiating with AT&T regarding the addition of more cellular equipment to the tower. If they decide to install more equipment, modifications to the leasing agreement will be needed.

He also reported on sewer extensions at 521, 605, and 608 Carolina Boulevard.

General Manager Jordan said that other than the storm over the weekend, things have been quiet. He said that they are still working through an electrical issue at Forest Trails. He thanked Commission employees who worked diligently through the storm and "went above and beyond."

Comptroller Stickles delivered the Financial Report. She said that the balance of the revenue bond account as of November 30, 2023, is \$291,355.00. On November 28, the Commission received two payments from the FEMA grant totaling \$293,340.00. To date, the Commission has received a total of four payments from the FEMA grant. Six checks totaling \$749,801.00 were paid out of the account in November.

Operating cash decreased by \$108,572.00 from last month. Investments earned \$31,920.00 at a rate of 5.68%. Comptroller Stickles transferred \$350,000.00 from the State Treasury to the Bond account to cover the payments made.

Revenues for November 2023 were \$57,477.00 over budget, and expenditures were \$70,250.00 under budget, resulting in a positive net revenue of \$128,000.00. Comptroller Stickles said that year-to-date revenues are \$8,000.00 less than 2022, but the Commission is in a better net revenue position by \$25,600.00 due to depreciation expenses.

Under Old Business, General Manager Jordan reported that the Commission has received the draft permit for the R/O concentrate line, but it needs to be modified before construction can begin on the outfall. Comments have been submitted, and he hopes that DHEC can turn it around quickly. He believes that the project will be completed within four months from the start of construction.

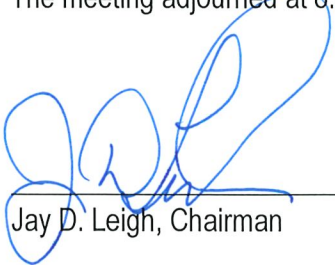
General Manager Jordan said that he is waiting on additional information to arrive regarding the fentanyl testing.

Under New Business, Commissioner Helfrich made a motion to authorize General Manager Jordan to settle the claim with Mr. Bell as advised by legal counsel. Vice Chairman Hooper seconded the motion. The motion passed unanimously.

The Commissioners briefly discussed the request of Ms. Meyer regarding the past due bill. Ms. Meyer said that the homeowner thought the water had been turned off. She was not aware that it had been on since she had left the home, and no notices had been received. General Manager Jordan said that the meter showed the use of several thousand gallons per month.

Vice Chairman Hooper made a motion to absolve the past due bill in the amount of \$387.00 for Ms. Georgia Burson, previously of 2 Seagrass Lane. Commissioner Forslund seconded the motion. The motion passed unanimously.

Vice Chairman Hooper made a motion to adjourn. Commissioner Forslund seconded the motion. The meeting adjourned at 8:55 a.m.



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Jay D. Leigh, Chairman

1-17-24

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Date