

MEETING OF THE COMMISSION
ISLE OF PALMS WATER & SEWER COMMISSION
MARCH 20, 2024

In accordance with the Freedom of Information Act, the Agenda was posted on Wednesday, March 13, 2024, at City Hall, the Commission Office, and provided to *The Post and Courier*. The meeting was held on Wednesday, March 20, 2024, 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.

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

Secretary Smith made a motion to approve the minutes of the February 21, 2024, Finance Committee meeting as presented. Commissioner Forslund seconded the motion. The motion passed unanimously.

Vice Chairman Hooper made a motion to approve the minutes of the February 21, 2024, regular meeting as presented. Commissioner Forslund seconded the motion. The motion passed unanimously.

As there were no citizens present, Chairman Leigh dispensed with the reading of the Chairman's Statement.

Special Projects Administrator began the Manager's Report. He reported that the work at the Wild Dunes Pump Station is nearly complete. The contractor plans to begin testing equipment on Friday, March 22. Clearwater and performance testing for the Forest Trails Plant has been pushed to April.

The Commission has received the Permit to Construct for the R/O Concentrate Line. Thomas & Hutton is working on the bid package to send for review, and following review, it will be put out to bid.

The driveway at PS19 has been restored to its original condition. The City's contractor reconnected the 12" water main at the intersection of Waterway Boulevard and 41st Avenue.

The Commission has secured the easement needed for the effluent discharge line. We are also seeking permission from SCDOT to place a section of the line in Waterway Boulevard itself right outside the plant versus entering the right-of-way, where we will have to acquire an easement from a homeowner.

Special Projects Administrator Jenkins said that he has spoken with homeowners in sewer basin N and has received positive feedback regarding the plans for the pump station. The necessary property purchase from the Beach Company has been executed.

Deweese Island Marina is extending a water main for fire protection on its docks. The system has been installed, and the Marina is now waiting for the contractor to contact the Commission for testing and flushing of the system.

TruePani, who is working with SC DHEC, contacted the Commission about completing the lead service line inventory. As DHEC is paying TruePani, there is no cost to the Commission. TruePani will identify the type of material on the homeowner's side of the meter.

Special Projects Administrator Jenkins also reported that he, along with operators Sidney Lesesne and Kyle Rodgers, recently attended the South Carolina Environmental Conference in Myrtle Beach, where Dana Love received the W.T. Linton Award.

General Manager Jordan reported that it has been a normal month, and staff is preparing for the busy season.

Comptroller Stickles delivered the Financial Report. She reported that the balance in the bond account as of February 29, 2024, is \$10,578.00, after transferring in \$590,000.00 and paying out two checks totaling \$591,726.55. The remainder of the FEMA grant has not been received yet. The annual check from Verizon in the amount of \$23,000.00 has been received for tower rental.

She added that the Commission earned \$22,972.00 in interest income last month at a rate of 5.5%.

Revenues were \$94,682.00 under budget in February 2024, which was anticipated. Expenses were \$111,519.00 under budget, resulting in a positive net revenue of \$16,837.00. Year-to-date revenues are below those of last year due to higher depreciation.

There was no Correspondence.

There was no Old Business.

Under New Business, Mr. Frank Davis of Confluence Consulting, LLC, gave a presentation on sewer connection policies that will provide the Commission a framework for new sewer customers regarding the requirements, procedures, and cost responsibilities associated with connecting to the Commission's sewer system. Mr. Davis explained the scenarios leading to connection requests and the cost responsibility for the various capital costs associated with new connections. He also identified the fees and charges assessed on property owners connecting to the sewer system.

As part of adopting these policies, Mr. Davis recommended updating miscellaneous charges such as the sewer tap and impact fees, amending the grinder pump agreement to clarify the impact fee, and issuing credit on recently paid sewer impact fees. The costs incurred by customers to connect to sewer were briefly discussed.

The Commissioners expressed their concern about the City's request to install benches in the newly planted native plants garden on the property at 7th Avenue and Palm Boulevard. It was decided not to allow anything to be placed on the lot at 7th Avenue and Palm Boulevard until the Commission builds the pump station. Attorney Blumenthal will draft guidelines and standards for such installations on Commission property.

Vice Chairman Hooper made a motion to adjourn. Commissioner Forslund seconded the motion. The meeting was adjourned at 8:51 a.m.



Jay D. Leigh, Chairman

4-17-24

Date