

MEETING OF THE COMMISSION
ISLE OF PALMS WATER & SEWER COMMISSION
JANUARY 15, 2025

In accordance with the Freedom of Information Act, the Agenda was posted on Wednesday, January 8, 2025, at City Hall, the Commission Office, and provided to *The Post and Courier*. The meeting was held on Wednesday, January 15, 2025, 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 Jeff Forslund, Commissioner Curtis Helfrich, PE, General Manager Chris Jordan, Special Projects Administrator Bill Jenkins, Comptroller Helena Stickles, CPA, Operations Manager Shorty Meade, Engineer Mark Yodice, and Attorney Jennifer Blumenthal.

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

Chairman Leigh nominated Vice Chairman Hooper for Chairman. Commissioner Forslund seconded the motion. There being no other nominations, a vote was taken with all in favor.

Chairman Hooper nominated Commissioner Forslund for Vice Chairman. Commissioner Leigh seconded the motion. There being no other nominations, a vote was taken with all in favor.

Chairman Hooper nominated Secretary Smith for Secretary. Vice Chairman Forslund seconded the motion. There being no other nominations, a vote was taken with all in favor.

Commissioner Leigh made a motion for the following committee chairmanships: Secretary Smith for Finance; Chairman Hooper for Real Property; Commissioner Helfrich for Personnel; Vice Chairman Forslund for Safety; and Commissioner Leigh for Governance. Chairman Hooper seconded the motion. The motion passed unanimously.

Secretary Smith made a motion to approve the minutes of the December 18, 2024 regular Commission meeting as presented. Commissioner Leigh seconded the motion. The motion passed unanimously.

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

Special Projects Administrator Jenkins began the Manager's Report. He said that the final Permit to Operate the Wild Dunes Pump Station has been issued. The project will be closed out.

Ruby-Collins, Inc. has submitted a substantial completion request for the Forest Trails Consolidation project dating back to 11/1/2024. Punch list and programming items remain to be completed. The plant is operating currently.

Triad Engineering has submitted a substantial completion request for the R/O Concentrate Line Extension. A Permit to Operate has been received. This project will also be closed out.

The Notice to Proceed for the Forest Trails Effluent Discharge Upgrade has been issued. Eadie's Construction has "somewhat mobilized." No start date for the work has been set yet.

Comments from SCDOT have been received on the Sewer Basin N Project, to which staff has responded. Engineer Yodice said that comments have been received from DES. Charleston County Stormwater has approved the project. Approval from Coastal Zoning is expected soon.

The Notice to Proceed for the demolition of the Wild Dunes Wastewater Treatment Plant has been issued, along with the Notice of Award. Webb-Harrell will mobilize on January 20, 2025, to begin erosion control and preparations and will begin work the week of January 27. General Manager Jordan is working toward having the property appraised. Engineer Yodice will present plans for parking layouts at the February Commission meeting.

The sewer extension at 605/608 Carolina Boulevard began yesterday, January 14. The project should take approximately two weeks to complete. Seven services are being provided. Two will be grinder units that have to connect to the new gravity sewer.

Staff is working with RWR Engineering on the R/O Plant Electrical Upgrade project to replace the motor control systems in the R/O Plant, along with the VFD drives for the R/O system and the distribution pumps. The work will begin on January 20, 2025.

AT&T and Verizon have finished their studies of the water tower. The tower will need work before they can add more antennae. Those companies will pay for the necessary modifications.

General Manager Jordan reported that Water Missions sent a letter acknowledging the donation from the Water & Sewer Commission. He will forward registration information for the AWWA Conference in Denver to the Commissioners.

Comptroller Stickles delivered the Financial Report. She stated that the audit is underway. The balance of the revenue bond series checking account was \$14,472.65 as of 12/31/24, following a transfer of \$130,000.00 from the State Treasury account. Three checks totaling \$127,040.37 were written. The Commission anticipates receiving just over \$1 million in reimbursement when the project closes out.

A check for \$3,003.03 was received last month from JMS Construction for the repair of a broken water main on 10th Avenue.

Investments earned \$11,545.00 at a rate of 4.73% last month.

Revenues for December 2024 were under budget by \$17,257.00, and expenses were \$123,281.00 over budget.

Chairman Hooper made a motion to appoint Chris Jordan as the General Manager of the Isle of Palms Water & Sewer Commission. Commissioner Leigh seconded the motion. The motion passed unanimously.

General Manager Jordan recommended that Comptroller Stickles, Special Projects Administrator Jenkins, and Operations Manager Meade remain in their respective positions. There were no objections.

Chairman Hooper made a motion to go into Executive Session in accordance with SC Section 30-4-70(a)(1) to discuss personnel matters. Vice Chairman Forslund seconded the motion. The motion passed unanimously.


The Commission went into Executive Session at 8:26 a.m.

The Commission returned from Executive Session at 8:35 a.m. Chairman Hooper stated that no decisions were made.

Commissioner Helfrich made a motion to increase General Manager Jordan's pay by 3.5% and award him a \$5,000 bonus as soon as possible. Chairman Hooper seconded the motion. The motion passed unanimously.

Discussion ensued as to the potential price increases on water due to proposed Federal regulations on PFAS in water. Attorney Blumenthal encouraged the Commissioners to contact their politicians about the regulations, as they will increase costs across the country. Chairman Hooper requested that this discussion be placed on the agenda for the February meeting.

Commissioner Leigh made a motion to adjourn. Vice Chairman Forslund seconded the motion. The meeting was adjourned at 8:43 a.m.



Robert W. Hooper, Jr., Chairman



Date