

MEETING OF THE COMMISSION
ISLE OF PALMS WATER & SEWER COMMISSION
NOVEMBER 19, 2025

In accordance with the Freedom of Information Act, the Agenda was posted on Wednesday, November 12, 2025, at City Hall, the Commission Office, and provided to *The Post and Courier*. The meeting was held on Wednesday, November 18, 2025, at the Commission Office, 1300 Palm Boulevard on the Isle of Palms, SC.

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

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

As there were no corrections offered to the minutes of the regular meeting from October 15, 2025, and the special meeting of October 25, 2025, the minutes were approved as presented.

As there was a citizen present, the Chairman's Statement was read.

Ms. Laura Lovins, Chair of the City's Environmental Advisory Committee, attended the meeting but did not address the Commission.

Special Projects Administrator Jenkins began the Manager's Report. He said that the projects at Fairway Dunes Villas and Beach Club Villas have been awarded to Coastal Utilities. A Notice of Award and a Notice to Proceed have been issued for the Fairway Dunes Villas project, and a schedule of work is anticipated for the week of November 25. Coastal Utilities assured the Commission that both projects can be completed on time. Staff are staging the projects so that Coastal Utilities can begin work on Fairway Dunes followed by Beach Club Villas.

The permitting package is being prepared for the Duneridge Lane water main replacement project and will be sent to SCDES.

General Manager Jordan reported that flows are normal, and staff is working on off-season maintenance. He shared that a new employee started on November 10, and an additional person has been hired to assist with the workload with grinder pumps.

He asked the Commissioners to consider a date for a Personnel Committee meeting to discuss the results of a wage and compensation study. That meeting will be held on Wednesday, December 10 at 8 a.m.

Comptroller Stickles delivered the Financial Report. She said that a check for \$6,852.30 was received from Wild Dunes for golf course irrigation hydrant meter usage.

The Commission earned approximately \$13,000.00 in interest at a rate of 4.3%. Revenues were \$89,619.00 over budget for October 2025, and expenses were \$7,534.00 under budget, resulting in a positive net revenue of \$97,153.00. She stated that net revenue is lower than in October 2024, but the Commission is outperforming last year by approximately \$40,000.00.

Under New Business, there was a brief discussion regarding the Commission Christmas party, which will be held on Saturday, December 13 at 5:00 p.m. at the Exchange Club.

Mr. Dana Love thanked the Commissioners and staff for their kindness and thoughtfulness in naming the new wastewater treatment plant after him.

Commissioner Helfrich invited Ms. Lovins and the Environmental Advisory Committee for a tour of the new water plant.

Commissioner Helfrich made a motion to go into Executive Session according to SC Code Section 30-4-70(a)(1) to discuss a personnel matter. Vice Chairman Forslund seconded the motion. The motion passed unanimously.

The Commission went into Executive Session at 8:20 a.m.

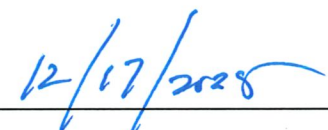
The Commission returned from Executive Session at 8:26 a.m. Chairman Hooper stated that no decisions were made.

Vice Chairman Forslund made a motion to proceed with staff bonuses as discussed in Executive Session. Commissioner Leigh seconded the motion. The motion passed unanimously.

Vice Chairman Forslund made a motion to adjourn. Commissioner Leigh seconded the motion. The meeting was adjourned at 8:27 a.m.



Robert W. Hooper, Jr., Chairman



Date