



**Minutes of the Seabrook Island Utility Commission Regular Meeting  
March 18, 2020**

Due to Convid-19 mandates, the meeting initially attempted to proceed through conference call open to the public however there were technical difficulties with the conference system so an in-person meeting occurred at the SIUC office. Meeting was called to order by Chairperson Smith-Jones at 9:46 AM.

Commissioners Present: Vancini and Morawski later joined via telephone while in Executive Session.

Others Present: Tommy West and Beth Geiss of LBH

**Upon a motion by Vancini and second by Smith-Jones, minutes of the February 19, 2020 Meeting were approved as submitted.**

**FINANCIAL REPORT February 2020 by Ms. Geiss**

February ended on the plus side with net income of \$34k and \$27K year to date. Total available in cash accounts is \$2,619,484.32. Total paid to vendors during the month was \$ 129,069.18. The Auditor from Mauldin & Jenkins was onsite last week and completed the substantive audit. He is now in the process of preparing financial statements and sees no issues in meeting the June 30 deadline.

The number of customers electing to pay via auto draft increased during the last six weeks. The increase is attributed to the article on Tidelines and the change in fees that went into effect in February.

SIUC received a check in the amount of \$ 29,865.36 for FEMA reimbursement related to Hurricane Dorian. The reimbursement will be included in the March financials.

**Upon a motion by Vancini, second by Smith-Jones, the December payables, as submitted electronically to Commissioners were approved.**

#### **OPERATIONS REPORT February 2020 by Mr. West**

Wastewater plant performance was in compliance with all permit parameters.

Wastewater flows for the month averaged 361,000 gallons per day, with the average for the past 12 months of 380,000 gallons per day. SIUC delivered 12,584,949 gallons of water for the month compared to 9,942,420 gallons last year. The accounted for water received the month from St Johns 96.56% compared to 92.71 last year.

Atlas Surveying completed surveying effluent pond and WWTP area for phase one of the treatment facility upgrade/modifications.

#### **OLD BUSINESS**

Emergency Plan updates were completed by Mr. West. Chairperson and submitted to the Commissioners on March 16, 2020. Ms. Smith-Jones will submit the updated Plan to Councilman Crane.

The SIUC Employee Benefit Change Request by Mr. Houghton was withdrawn at this time.

Ms. Geiss reported that SIUC staff had been continuing to review proposed financial software packages with EMA. EMA hopes to have information for the Commissioners to review for the next meeting so that a package could be approved. Smith-Jones requested information in advance and expressed that a package that included QuickBooks would be preferable.

Chairperson, Smith-Jones updated the Commissioners on her meeting with residents on Old Drake Drive, wherein she restated the SIUC position that no action is required by it or the Town as a result of recently completed survey marking its boundaries relative to the issue presented.

#### **NEW Business**

There was no New Business presented.

#### **Executive Session**

**Upon a motion by Vancini, second by Smith-Jones, Executive Session was commenced. Commissioner Morawski joined via telephone during the session.**

**ADJOURNMENT**

**There being no further business, the meeting was adjourned at 11:45 am.**

The next regular meeting of the Commission is scheduled for April 15, 2020 at 9:30 am. Either a telephone conference call or a Zoom video conference will be held.

Date: April 15, 2020

A handwritten signature in cursive script that reads "Faye Allbritton". The signature is written in black ink and is positioned above a horizontal line.

Town Clerk