

Minutes of the Seabrook Island Utility Commission Budget Meeting

November 15th, 2023

The meeting was held via Zoom conference call with Zoom link published to the public on the Town's website. Meeting was called to order by Commissioner Smith-Jones at 8:34 AM.

Commissioners Present: Smith-Jones, Ferland, Buchman
Others Present: Tommy West and Sara Silva from SIUC Management and 2 Woodward &
Curran representatives: Fred Rogers and Brian Ravens. Public - Bob Aaron the incoming
Commission Member.

A motion by Ferland and seconded by Buchman to accept the minutes of the October 18th, 2023 meeting. Motion approved 3-0.

FINANCIAL REPORT September, by Mr. Ravens

Invoices were approved via email.

We remain within normal variation of the budget for the year.

Final financials were not complete at the time of the meeting. Management indicated that the financial results were in line with expectations for the month. Detailed results will be reviewed by the Commission next week and incorporated into the December report.

OPERATIONS REPORT October, by Mr. West

SEABROOK WATER RESOURCE FACILITY

Effluent quality continued to meet permit requirements during the month. The daily average flow was 0.385 million gallons per day (MGD). The maximum daily flow was 0.449 million gallons for the month. The average effluent Total Suspended Solids (TSS) was 12 mg/l, and the average effluent Biochemical Oxygen Demand (BOD) was 5 mg/l, indicating excellent process control.

SEABROOK WATER DISTRIBUTION

SIUC delivered 29,947,038 gallons of water for the month compared to 30,340,953 gallons last year. The accounted for water received for the month from St Johns 92.34% compared to 91.95% last year.

Total effluent & deep well pumped to Seabrook golf courses for irrigation was 10.555 million gallons effluent and 7.570 million gallons deep well. Total effluent and deep well pumped to Oak Point golf course was 8.511 million gallons effluent and 0.000 million gallons deep well.

OLD BUSINESS

Staffing – One position remains open.

Development Updates - None

NEW BUSINESS

Holding Pond Project – W&C project roadmap is on schedule for December delivery.

2024 Budget – Commissioners reviewed the budget for the 3rd time. A motion was made by Larry Buchman and seconded by Jim Ferland to approved the budget. Motion passed 3-0. The ~4% increase in fees will be reflected in January and is in-line with inflation.

A motion was made by Ferland and seconded by Buchman at 9:28 to adjourn the open meeting. Motion passed; open meeting was adjourned.

Executive Session was not required.

The next regular meeting of the Commission is scheduled for December 20th, 2023 at 8:30 am via Zoom video conference call.

December 14, 2023	Katharine Watkins
Date	Town Clerk