



## **Minutes of the Seabrook Island Utility Commission Regular Meeting February 17, 2021**

Due to Covid-19 mandates, 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 Chairperson Smith-Jones at 9:40 AM.

Commissioners Present: Vancini, Ferland, and Smith-Jones.

Others Present: Tommy West, Beth Geiss, and Chris Houghton of LBH. Mr. Stephen Brown, SUIC Attorney joined the Commissioners in Executive Session at 10:46 am.

Mr. Jim Ferland was welcomed as SIUC newest Commissioner.

Minutes from the January 20, 2021 SIUC Meeting were reviewed. Motion made by Vancini to approve the January minutes. Motion seconded by Ferland and passed.

### **FINANCIAL REPORT December and January by Ms. Geiss**

Net income for the month of December was a deficit of \$ 17,366. Monthly Service, Connection Fees and Antenna Rent were above budget. Impact Fees and Misc. Income were below. Expenses were generally on budget. Capital Expenditures this month were \$ 17,940 which was Hypo Pump and FEMA Generator work. After adjusting for Bond P&I, December showed a net deficit of \$ 16,644.

On a YTD basis all revenue sources were up except Availability Fees. On the expense side, Purchased Water and Sewer OT were the only lines above budget. The year showed a net income of \$ 297,911. After adjusting for Capital Charges of \$ 371,887 and debt service P&I, the year ended with a surplus of \$16,065.

January had a net income of \$ 61,917. After adjusting for Capital expenditures, \$66,488, and P&I, the month ended with a surplus of \$ 3,988.

Available Cash as of January 31, 2021 is \$ 2,817,802.

During January, the Commission approved the transfer of \$ 131,461 from the Operations account to pay vendor invoices.

Commission approved a total of \$385 write off for bad debt.

The St. Johns Fire Department bill has accrued to \$55,500 over the past three years. There was some discussion regarding what to do about this. Last year, two year's worth of debt was transferred to the Doubtful/Contra Account as recommended by the Auditor. It was agreed by the Commissioners that we would continue to move one year's worth of accrued debt into this account and continue to bill St. Johns for this service fee.

Audit is scheduled to begin week of March 22.

**The December and January payables were previously reviewed electrically by the Commissioners.**

### **OPERATIONS REPORT January, 2021 by Mr. West**

#### **SEABROOK WATER RESOURCE FACILITY**

Effluent quality continued to meet permit requirements during the month. Daily average flow was 0.358 million gallons per day (MGD). The maximum day was 0.470 million gallons for the month. The average effluent Total Suspended Solids (TSS) was 5 mg/l, and the average effluent Biochemical Oxygen Demand (BOD) was 3 mg/l, indicating excellent process control. Total effluent & deep well pumped to Seabrook golf courses for irrigation was 13.129 million gallons effluent and 0.00 million gallons deep well. Total effluent and deep well pumped to Oak Point golf course was 2.001 million gallons effluent and 0.000 million gallons deep well.

#### **SEABROOK WATER DISTRIBUTION**

SIUC delivered 20,103,000 gallons of water for the month compared to 14,473,000 gallons last year. The accounted for water received for the month from St Johns 94.14% compared to 89.19% last year.

### **OLD BUSINESS**

Mr. West provided an update on the FEMA Generator project and the Holding Pond Expansion Project. The Commissioners requested a Timeline for the Holding Pond project.

The recent cyber-attack of a Florida utility company was discussed. Mr. West reported that given how SIUC is set up compared to the company that was attacked, Mr. West was confident that we had systems in place that would prevent such an attack to SIUC. Further Mr. West reported that should someone try to "hack" into our system, Mr. West would receive an immediate notification.

Commissioner Smith-Jones reported that Mr. West and the Commissioner had participated in a Town-wide, emergency preparedness meeting that simulated an earthquake scenario.

### **NEW BUSINESS**

Mr. West is updating the 5-year growth plan for the Commissioner's review.

A motion was made by Ferland and seconded by Vancini to adjourn this part of the meeting. Motion passed; this session of the meeting was adjourned at 10:32 am.

An Executive Session was call to order at 10:46 with Attorney, Stephen Brown in attendance. The purpose of this session is to provide legal advice to the Commissioners. This session was adjourned at 12:08 pm.

Commissioner Vancini made a motion to end the meeting which was seconded by Ferland and unanimously approved. The next SIUC meeting is for March 17<sup>th</sup> at 9:30 am.

Annie Smith-Jones  
Chair, SIUC

Date: March 15, 2021



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Town Clerk