



**Minutes of the Seabrook Island Utility Commission  
February 21, 2018  
Town Hall**

The meeting was called to order by Chairman Bannwart at 9:30 AM.

In addition to Chairman Bannwart, Commissioners Vancini and Morawski were also present. Also in attendance were Tommy West and Carmella Montgomery of Hawthorne Services and Chris Houghton of Louis Berger.

The minutes of the January 17, 2018 meeting were approved as submitted.

The minutes of the Special Meeting of January 30, 2018 were approved as submitted.

The minutes of the Special Meeting of February 8, 2018 were approved as submitted.

Review of the financials for January revealed a consolidated operating income of \$12,500 for the month. This was due primarily to strong water sales as many residents kept water faucets dripping during extremely cold temperatures. With revenue from water nearly twice that of sewer, discussion followed that consideration of adjusting the amount of O&M costs to the two business lines should be reviewed. Efforts to collect past due bills from customers have accelerated with good results. Ms. Montgomery reported that more customers are using MYGOVHUB for online payment of bills as well as automatic drafts from bank accounts.

Mr. West proceeded with the operations report. All permit parameters for the month were met. Wastewater flow for the month averaged 347,000 gallons per day. Average daily flow for the past year was 421,000 gallons per day. He reported completion of a project to line 600 linear feet of 8-inch sewer pipe with cured in place concrete in the vicinity of Gnarled Pine and Seabrook Island Road. Improvements are being made to update preventive maintenance activities. Eventually technicians will be using laptops in the field to guide performance of these tasks. Mr. West will be attending the annual state water/wastewater conference March 13 and 14 in Myrtle Beach.

A motion to go into Executive Session was approved to discuss contractual and legal matters pertaining to additional information submitted by Louis Berger in support of the proposal for the new Management Agreement.

A motion to return to regular session from Executive Session was approved. Louis Berger was requested to provide revised documents to incorporate comments into the draft Letter of Intent and Term Sheet for the new contract documents.

There being no further business, upon a motion, second and unanimous vote, the meeting was adjourned at 11:30 AM. The next regular meeting of the Commission is scheduled for March 21, 2018 at 9:30 AM.

Date: March 22, 2018

Faye Allbritton, Town Clerk