



**Minutes of the Seabrook Island Utility Commission Regular Meeting
April 15, 2020**

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 9:30 AM.

Commissioners Present: Vancini and Morawski.

Others Present: Tommy West, Beth Geiss, and Chris Houghton of LBH and Joey Murphy of EMA present.

Upon a motion by Vancini and second by Smith-Jones, minutes of the March 18, 2020 meeting were approved as submitted.

FINANCIAL REPORT March, 2020 by Ms. Geiss

Net income for March was \$ 58,750. After adjusting for capital charges and Bond P & I, there was a positive cash flow of \$ 44,899. This was largely due to the receipt of FEMA reimbursement from hurricane Dorian of \$ 29,865. On a YTD basis, SIUC shows a positive cash flow of \$ 59,428. In the first quarter, revenue was above budget and expenses were below. The Statement of Net Position reflects a strong standing; available cash is \$ 2,614,637. During the month of March, the Commission paid vendor invoices totaling \$ 110,048. Annual Availability Fees and Hydrant Fees will be billed at the end of April. The invoices for Availability Fees will include notice that an increase is planned for the 2021 billing. It was agreed that the next SIUC mailing of bills would include the stamp for "Don't Flush Wipes".

Upon a motion by Morawski, second by Vancini, the March payables, as submitted electronically to Commissioners were approved.

Presentation by EMA

Joey Murphy of EMA, an independent IT consulting firm presented the results of the SIUC study of the new financial program for SIUC. EMA through LBH was contracted to assess the current program, identify the needs in a new program, and review programs that would meet those needs. Five different applications/programs were identified with a review of the pros and cons of each including start up and annual maintenance/hosting costs were discussed. EMA's final recommendation is Edmunds Gov Tech with a start up cost not to exceed \$48,277 and annual cost of \$11,250 with a three-year contract. After further discussion, a motion was made by Vancini and seconded by Morawski to approve the funding with EMA negotiating a final contract amount not to exceed \$48,277, with a 2-3 month timeline for implementation.

OPERATIONS REPORT March 2020 by Mr. West

Wastewater plant performance was in compliance with all permit parameters.

Wastewater flows for the month averaged 448,000 gallons per day, with the average for the past 12 months of 386,000 gallons per day. SIUC delivered 14,591,475 gallons of water for the month compared to 11,440,359 gallons last year. The accounted for water received for the month from St Johns was 97.00% compared to 87.72% last year.

ECS completed the geological surveying around the effluent pond and WWTP area for phase one of the treatment facility upgrade/modifications.

WK Dickson is working on the application for submittal to SCDHEC for the effluent holding pond and pumping improvements. Submittal has been extended to April 24, 2020. Atlas survey noted that the retention pond did not have a clay liner on the bottom as thought.

OLD BUSINESS

EMA presentation

NEW BUSINESS

Review of the five-year Capital Budget was discussed. Mr. West requested that the \$30,000 for replacement of a Maintenance Truck scheduled for 2021 be moved to 2020 since further servicing is not cost effective. Mr. West also stated that the Aeration Basing Cleaning at \$35,000 scheduled for 2020 could be moved to 2021. Further discussion of purchasing one generator at \$50,000 prior to the hurricane season be completed reducing to two generators purchased if approved through the FEMA Hazard Mitigation Grant Program.

A motion was made by Morawski and seconded by Vancini to fund the maintenance truck not to exceed \$30,000, one emergency generator if it can be purchased and installed before the hurricane season at \$50,000. and to move the Aeration Basin Cleaning to 2021 budget. Motion was passed.

Brief discussion regarding two major breaks. The Cobby Creek/Eagle Trace break apparently occurred when a backhoe hit the line. A determination needs to be made whether a Miss Utility ticket was called in. Dependent upon the answer to that question, SIUC will either pay for the \$10-15K repair or bill it to the appropriate party. The second line break located at Gnarled Pine will cost approximately \$10K due to the depth of the line.

The impact of Covid-19 on sewer billing was discussed. The SC Governor has restated that disconnects not occur during this time period. Ms. Geiss prepared a statement for Tidelines regarding this. A letter was received from Andell Inn requesting a suspension or deferral of fees. It was determined that SIUC needs to assess the financial impact to SIUC if such action is granted before making any decisions of this nature.

Chairperson Smith-Jones left the meeting and Commissioner, Vancini presided completing the discussion of Covid-19 impact.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12 noon.

The next regular meeting of the Commission is scheduled for May 20, 2020 at 9:30 am to be held with Zoom video conference call.

Date: May 20, 2020



Town Clerk