



**Minutes of the Seabrook Island Utility Commission
April 18, 2018
Town Hall**

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

Commissioners Vancini and Morawski were also present, as were Tommy West, Beth Geiss and Carmella Montgomery of Hawthorne Services and Chris Houghton of Louis Berger.

The minutes of the March 21, 2018 meeting were approved as submitted.

The minutes of the Special Meeting on April 5, 2018 were approved as submitted.

The financials for March were reviewed. The year-to-date consolidated cash flow is negative \$1,300 versus a budgeted negative of \$24,000. This reflects a lower headcount and tighter control of O&M costs. Also, the collection of \$41,000 in availability fees helped to offset the arrival and payment of \$25,000 for the Pump Station #6 backup generator. A detailed summary of past due fees was presented by Beth Geiss. Reflecting an intensive effort to collect these fees, the potential write-off this year of approximately \$3,500 is far better than the historical annual write-off of approximately \$10,000. A draft article for the Tidelines Blog providing information on avoiding late fees and using bank bill pay services was reviewed and approved. A proposed addendum to the Rate Policy addressing late fees was reviewed and approved.

Mr. West reported that all plant operations for March were within permit parameters. Wastewater flow for the month averaged 373,000 gallons per day compared to 355,000 gallons per day for the same month last year. He advised that Cummins had performed routine maintenance on the plant generator and the fuel storage tank had been cleaned and the fuel filtered. He also reported that the St. Johns Water O&M costs would increase by \$79 per month next year. The current cost is approximately \$4,000 per month. The request for capacity relief from DHEC is still outstanding. An inquiry revealed the matter would hopefully be addressed in the next couple weeks. The old storage building at the plant has been demolished.

A motion was made and approved to proceed with purchase and installation of an additional backup generator for Pump Station #12 at a cost not to exceed \$50,000. Installation should be completed prior to the upcoming hurricane system. This is the

fourth pump station to be equipped with backup generator capability. Submission of documentation to FEMA for financial aid for an additional six generators is due in May.

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. After review of the proposed contract documents, issues were noted which the parties will readdress while legal counsel review and comment is proceeding.

There being no further business, upon a motion, second and unanimous vote, the meeting was adjourned at 12:05 PM. The next regular meeting of the Commission is scheduled for May 16, 2018 at 9:30 AM.

Date: May 16, 2018

Faye Allbritton, Town Clerk