



**Minutes of the Seabrook Island Utility Commission Regular Meeting  
May 20, 2020**

Due to Convid-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 9:33 AM.

Commissioners Present: Vancini and Morawski.

Others Present: Tommy West, Beth Geiss, and Chris Houghton of LBH. No public was present.

**Upon a motion by Vancini and seconded by Morawski, minutes of the April 15, 2020 meeting were approved as submitted.**

**FINANCIAL REPORT April, 2020 by Ms. Geiss**

Net income for the month of April was a loss of \$ 16,324. Revenue from Impact/Connection fees saw an increase; however, no irrigation was billed this month. Annual Availability Fees and Hydrant fees were billed in April. Expenses were up approximately \$36k from budget including \$13k for sewer repair. After adjusting for Bond P&I and Capital Expenditures of \$ 9950, April showed a net loss of \$ 20,856.

On a year to date basis, there is a surplus of \$ 31,450 over budget.

The Balance Sheet shows available Cash totals \$2,609,642.

During the month of April, we paid vendor invoices totaling \$ 163,088 as reflected in the disbursement report.

Audit is on schedule.

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

## **OPERATIONS REPORT April 2020 by Mr. West**

Wastewater plant performance complied with all permit parameters. Wastewater flows for the month averaged 422,000 gallons per day, with the average for the past 12 months of 390,000 gallons per day. SIUC delivered 20,291,604 gallons of water for the month compared to 16,267,434 gallons last year. The accounted for water received for the month from St Johns 92.45% compared to 90.02% last year.

WK Dickson submitted a contract for services for the Emergency Generators FEMA Grant. We are in negotiation to get the pricing to come in line with FEMA grant funding for engineering.

## **OLD BUSINESS**

The Edmunds GovTech contract for the new financial/utility software application has been reviewed by SIUC Attorney Steve Brown. A few changes were made and accepted by Edmunds. Chair Smith-Jones will sign the contract this week.

Discussion of Governor Henry McMaster's letter rescinding his request to refrain from utility company service cutoffs. Currently SIUC has 36 past due accounts that have been notified at least once. A disconnect letter will be sent providing a deadline for payment before disconnect occurs. Should an account contact the Utility, a payment plan may be negotiated.

Further discussion of the FEMA approved generator authorization was reviewed. FEMA approved \$237,536 of which they will pay \$178,152 and SIUC will pay \$32,865. WK Dickson's engineering services to provide oversight of this installation within the approved amount was \$32,865 however their proposal submitted totaled \$74,100. Mr. West is discussing this error.

The Cobby Creek/Eagle Trace line break invoice was received for \$15,200 plus SIUC staff time of about \$3,000 was discussed. Apparently, the Club did not add SIUC to the Miss Utility ticket to have SIUC mark their lines. Also, the ticket that was called in had been done at some point in the past and had since expired. According to the mark out company, it is the responsibility of whomever is digging to obtain the proper mark outs. Based up on this information, Mr. West was directed to send the invoice totally approximately \$18,200 to the SI Club for payment.

Chairperson, Smith-Jones had attended the virtual Disaster Recovery Council meeting on May 7<sup>th</sup>, 2020.

## **NEW BUSINESS**

EMA proposal for conversion support for the financial/utility software application with Edmunds GovTech was discussed.

**A motion was made by Vancini, second by Morawski to approve the EMA proposal not to exceed \$7,500. to assist with this final phase of application.**

A general discussion occurred regarding the current financial picture of SIUC and the usage of the State Fund versus Operational Account particularly in light of capital expenditures.

Commissioners approved the purchase of a replacement truck at the March meeting. This purchase was reconfirmed that Mr. West could make this purchase when appropriate to do so. The overall budget will be placed again on next month's agenda for further discussion.

## ADJOURNMENT

**There being no further business, the meeting was adjourned at 11:49 am.**

The next regular meeting of the Commission is scheduled for June 17, 2020 at 9:30 am. It will be determined beforehand whether this meeting will be held with Zoom video conference call.

6/17/2020  
Date

Jaye Alcantara  
Town Clerk