



## **Minutes of the Seabrook Island Utility Commission Meeting November 19, 2025**

The meeting was held via Zoom conference call with Zoom link published to the public on the Town's website. The meeting was called to order by Commissioner Ferland at 8:30 AM.

Commissioners Present: Ferland, Buchman, Aaron

Other Present: Tommy West from SIUC Management. Woodward & Curran representatives: Fred Rogers and Brian LaMalfa. Public Visitor: Donna Kitchen.

**A motion by Aaron and seconded by Buchman to accept the minutes of the October 27, 2025, meeting. Motion approved 3-0.**

### **FINANCIAL REPORT October, by Mr. LaMalfa**

Invoices were approved via email.

We remain within the normal variation of the budget for the year.

Financial results for October were reviewed. The key results and YTD financial results follow.

Net income for the month was a surplus of \$1,445. During the month the Capital charges were \$ 65,981. After adjusting for Bond/Notes principal payments and capital, October showed a cash deficit of \$ (77,306).

On a year-to-date basis, net income is \$912,125 for the month. After adjustments for Capital purchases and debt principal payments, there is a cash surplus of \$327,974.

Available Cash as of October 2025, is \$ 4,912,125.

## **OPERATIONS REPORT October, by Mr. West**

### **SEABROOK WATER RESOURCE FACILITY**

Effluent quality continued to meet permit requirements during the month. The daily average flow was 0.396 million gallons per day (MGD). The maximum daily flow was 0.758 million gallons. The average effluent Total Suspended Solids (TSS) was 3 mg/l, and the average effluent Biochemical Oxygen Demand (BOD) was 3 mg/l, indicating excellent process control.

### **SEABROOK WATER DISTRIBUTION**

SIUC delivered 26,591,976 gallons of water for the month. This accounted for water received for the month from St Johns 96.44%.

Total effluent & deep well pumped to Seabrook golf courses for irrigation was 12,145 million gallons effluent and 1,652 million gallons of deep well. Total effluent and deep well pumped to Oak Point golf course was 2,653 million gallons effluent and .160 million gallons deep well.

### **GENERAL ITEMS**

**Pond Expansion:** Project Closeout is currently scheduled for the end of November

**SIUC Lab Inspections:** We expect to receive our lab certification by the end of November. This inspection is conducted every three years.

**Sewer Line Cleaning and Inspection:** Approximately 7,000 linear feet of sewer line were cleaned and inspected, covering the area from Oyster Catcher to the Clubhouse, including all beach streets. The data is currently under review, and all necessary repairs will be scheduled.

**Staffing** – One position is still open.

### **OLD BUSINESS**

**Club Property Transfer:** The Commission is in discussion with the Club to acquire a small piece of property adjacent to their existing property which will allow space for future expansion. Awaiting an appraisal of the property before continuing discussion.

**Andel West Agreement:** Prior to providing approval of the development request for the Andel West project a development agreement must be executed. Attorneys for each group are in discussion. SIUC is still waiting for agreement.

**Power to the second aeration basin:** A proposal has been received from the Engineers and is currently under review.

**Fence Fabric:** SIUC will be providing screen inserts into a section of the new fence adjacent to Old Drake Road. Donna Kitchen, representing the residence on Old Drake, requested that in addition to the slats, landscaping be provided to replace the existing plantings removed by the new fence installation. SIUC will review the request upon the completion of the installation of the slats.

## **NEW BUSINESS**

**Bird's Request:** the Birder's club sent a request to allow access to the facility to count the various birds that are present on the grounds. Approval will be granted with the following conditions: Access limit to two adults during normal working hours of the plant.

**AT&T Cell Tower request:** AT&T requested permission to provide additional antennas on the water tower. AT&T is working with the tower engineers to verify acceptability.

**Reverse Osmosis System:** SIUC and the Club met to discuss the feasibility of treating deep well water to provide cleaner water for irrigation. After the review it was determined that it was not cost-effective.

**2026 Budget:** A draft of 2026 budget was presented for review. The draft water budget included the impact of the water cost increase from St. John Water and zero increase in SIUC costs. The sewer budget included price increases of all material costs, labor, and projected capital expenses. As a result, the sewer rates were increased. After a thorough review which included various adjustments, the following was presented:

**A motion was made by Aaron and seconded by Ferland to accept the 2026 Budget as amended. Motion passed 3-0.**

**A motion was made by Aaron and seconded by Buchman at 9:40 am to adjourn the open meeting. Motion passed; the open meeting was adjourned.**

Executive Session was held.

The next regular meeting of the Commission is scheduled for December 17, 2025, at 8:30 am via Zoom video conference call.

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Date

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Town Clerk