

MEETING OF THE COMMISSION
ISLE OF PALMS WATER & SEWER COMMISSION
NOVEMBER 20, 2024

In accordance with the Freedom of Information Act, the Agenda was posted on Thursday, November 14, 2024, at City Hall, the Commission Office, and provided to *The Post and Courier*. The meeting was held on Wednesday, November 20, 2024, at the Commission Office, 1300 Palm Boulevard on the Isle of Palms, SC.

Attending were Chairman Jay Leigh, Vice Chairman Bob Hooper, Secretary Donald Smith, Commissioner Curtis Helfrich, PE, Commissioner Jeff Forslund, General Manager Chris Jordan, Special Projects Administrator Bill Jenkins, Comptroller Helena Stickles, CPA, Operations Manager Shorty Meade, Engineer Mark Yodice, and Attorney Jennifer Blumenthal (via phone).

Chairman Leigh called the meeting to order at 8:00 a.m.

Commissioner Forslund made a motion to approve the minutes of the October 16, 2024 Commission meeting as presented. Secretary Smith seconded the motion. The motion passed unanimously.

As there were no citizens present, Chairman Leigh dispensed with the reading of the Chairman's Statement.

Special Projects Administrator Jenkins began the Manager's Report by stating that staff is still waiting for the record drawings to close out the Wild Dunes Pump Station project. The force main running into the existing treating units has been capped off, and all the sludge has been removed.

Some critical items still need the contractor's attention at the Forest Trails/Wild Dunes plant consolidation. It is unknown as to when these items will be completed.

Triad Engineering has mobilized on the R/O Extension Line project and begun drilling in the ICW.

Eadie's Construction has also mobilized to begin work on the Effluent Discharge project; however, Eadie's will not start work for two weeks on account of waiting for materials to arrive. Once started, the project is anticipated to take two months to complete.

Thomas & Hutton has sent off the package for Sewer Basin N to Coastal Zoning, SCDHEC, and Charleston County Stormwater for review. Engineer Yodice pointed out that the submittal process for this project will be lengthy.

The Dewees Island Water Main Project has been completed. Staff is pleased with the work that has been done. The Commission will be taking over the operation and maintenance of the system.

The sewer extension at 605 and 608 Carolina Boulevard has not yet begun, but Special Projects Administrator Jenkins anticipates it beginning in the next two weeks. Four homes are part of the project, and services will be set for a total of eight homes.

General Manager Jordan said that flows are returning to normal.

Comptroller Stickles delivered the Financial Report. She said that the balance of the revenue bond account is \$4,880.17 as of 10/31/24, following a transfer of \$160,000.00 from the State Treasury account and the

payment of three checks totaling \$195,548.43. T-Mobile's annual payment for tower rental in the amount of \$40,227.00 was received on October 7.

October 2024 revenues were \$161,520.00 over budget. October expenses were \$87,559.00 under budget, resulting in a \$249,079.00 positive net revenue. Year-to-date revenues are performing better than last year by \$77,000.00.

There was no Correspondence.

Under Old Business, General Manager Jordan reported that staff has researched and discussed Mr. Allison's request for an exception for the placement of the grinder pump and the control panel. SCDOT will not permit an easement in DOT's right of way. General Manager Jordan said that the control panel needs to be near the pump for maintenance purposes. Putting the control panel on the side of the house would require two employees to service the pump and an easement in order to enter the yard.

Attorney Blumenthal pointed out that granting an exception to Mr. Allison sets a precedent for all future, similar requests. Commissioner Forslund added that this requested change is not for structural purposes, but for aesthetic reasons, and Chairman Leigh agreed. Attorney Blumenthal said that she has not heard a compelling reason to grant a variance.

Commissioner Helfrich noted that there are several homes on Cameron Boulevard in a similar situation, and they have managed the aesthetic concerns.

Under New Business, Secretary Smith shared his concern about a letter sent to a former customer regarding non-payment of a final bill and the Commission's intention to send the non-payment through the State's debt set-off program (MASC). He said that he would like to see more attempts made to contact those with delinquent final payments before sending the bill to the debt set-off program.

Comptroller Stickles said that letters sent by the Commission requesting final payment have generated more financial return than those accounts sent to debt set-off. Only those accountholders who file taxes in the state can be subjected to the debt set-off program.

General Manager Jordan and Comptroller Stickles agreed to change the internal policy to send out one additional notice before referring an account to the debt set-off program.

The commissioners discussed a donation to aid in the relief efforts in western North Carolina. They agreed that a donation to Water Missions would align with their own mission. General Manager Jordan will bring a suggested donation amount to the December meeting.

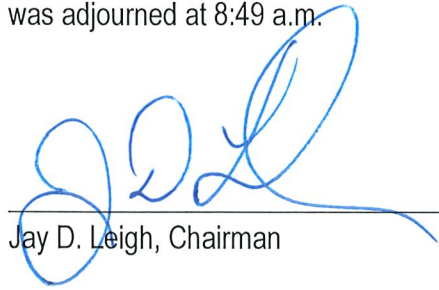
Vice Chairman Hooper made a motion to go into Executive Session in accordance with Section 30-4-70(a)(1) to discuss a personnel matter. Secretary Smith seconded the motion. The motion passed unanimously.

The commissioners went into Executive Session at 8:42 a.m.

The commissioners returned from Executive Session at 8:46 a.m.

Vice Chairman Hooper made a motion to approve holiday bonuses for staff as discussed in Executive Session. Secretary Smith seconded the motion. The motion passed unanimously.

Vice Chairman Hooper made a motion to adjourn. Commissioner Helfrich seconded the motion. The meeting was adjourned at 8:49 a.m.



Jay D. Leigh, Chairman

12-18-24

Date