

**MEETING OF THE COMMISSION  
ISLE OF PALMS WATER & SEWER COMMISSION  
JANUARY 21, 2026**

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In accordance with the Freedom of Information Act, the Agenda was posted on Wednesday, January 14, 2026, at City Hall, the Commission Office, and provided to *The Post and Courier*. The meeting was held on Wednesday, January 21, 2026, at the Commission Office, 1300 Palm Boulevard on the Isle of Palms, SC.

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

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

Following a prayer and the Pledge of Allegiance, Isle of Palms City Clerk Nicole DeNeane swore in Donald Smith and Curtis Helfrich, PE.

Vice Chairman Forslund made a motion to retain the officers and subcommittee chairs as were in place from 2025. Commissioner Leigh seconded the motion. The motion passed unanimously.

As there were no corrections offered to the minutes of the regular meeting from December 17, 2025, the minutes were approved as presented.

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

Special Projects Administrator Jenkins began the Manager's Report. He reported that Coastal Utilities is onsite at Fairway Dunes and has installed 200 feet of pipe in the ground. A meeting will be held on January 22 to discuss the Beach Club Villas Water Main Replacement Project. He shared that a change order was approved by RIA in the amount of \$320,100.00 from the Beach Club Villas project to apply to the Fairway Dunes project. DES is reviewing the Duneridge Lane Water Main Replacement project.

General Manager Jordan reported that Operations Manager Meade and staff quickly changed out 186 individual elements in the new plant. This was an in-house budgeted expense.

Comptroller Stickles delivered the Financial Report. She stated that the Commission received a check for \$1,630.00 from Ruby-Collins, Inc., for reimbursement for a Promag flow meter. The audit is underway with Mr. Ralph Swindal.

The Commission earned \$12,958.00 in interest last month at a rate of approximately 4%.

Revenues were under budget in December 2025 by \$64,467.00, and expenses were over budget by \$139,196.00, resulting in a negative net revenue of \$203,663.00. This was anticipated for December. Net revenues for 2024 were approximately \$13,000.00 higher, but year to date in 2025, the Commission is outperforming 2024 by approximately \$210,000.00.

The semi-annual bond payment was made in December 2025.

Under New Business, Commissioner Helfrich made a motion to appoint Chris Jordan as General Manager of the Isle of Palms Water & Sewer Commission. Secretary Smith seconded the motion. The motion passed unanimously.

General Manager Jordan made a recommendation to retain Special Projects Administrator Jenkins, Operations Manager Meade, and Comptroller Stickles in their respective positions. All Commissioners expressed their support of the same.

Commissioner Leigh made a motion to go into Executive Session according to SC Code Section 30-4-70(a)(1) to discuss a personnel matter. Vice Chairman Forslund seconded the motion. The motion passed unanimously.

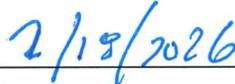
The Commission went into Executive Session at 8:15 a.m.

The Commission returned from Executive Session at 8:34 a.m. Chairman Hooper stated that no decisions were made.

Secretary Smith made a motion to set General Manager Jordan's 2026 salary at \$150,000.00 and to award him a \$10,000.00 bonus. Commissioner Leigh seconded the motion. The motion passed unanimously.

Commissioner Leigh made a motion to adjourn. Vice Chairman Forslund seconded the motion. The meeting was adjourned at 8:35 a.m.

  
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Robert W. Hooper, Jr., Chairman

  
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Date