

MEETING OF THE COMMISSION
ISLE OF PALMS WATER & SEWER COMMISSION
FEBRUARY 19, 2025

In accordance with the Freedom of Information Act, the Agenda was posted on Thursday, February 13, 2025, at City Hall, the Commission Office, and provided to *The Post and Courier*. The meeting was held on Wednesday, February 19, 2025, 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 (via phone), Commissioner Curtis Helfrich, PE, Commissioner Jay Leigh (via phone), General Manager Chris Jordan, Special Projects Administrator Bill Jenkins, Comptroller Helena Stickles, CPA, Engineer Mark Yodice, and Attorney Jennifer Blumenthal. Operations Manager Shorty Meade was absent.

Chairman Hooper called the meeting to order at 8:28 a.m.

Vice Chairman Forslund made a motion to approve the minutes of the January 15, 2025, regular commission meeting as presented. Commissioner Helfrich seconded the motion. The motion passed unanimously.

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 said that Thomas & Hutton is working on punch list items at the Forest Trails Plant. Staff members have reviewed the record drawings and submitted their comments to Thomas & Hutton.

The R/O Concentrate Line Extension project is now complete, and staff is applying for reimbursement. Eadie's Construction has begun to lay pipe for the Forest Trails Effluent Discharge Upgrade project. Eadie's anticipates completing the pipe installation in March.

Staff is working with SCDOT on the encroachment permits needed for the work inside Sewer Basin N. There will be a meeting with SCDOT to discuss the repaving of the roads.

The demolition work at the Wild Dunes plant started on February 5. The building should come down next week, and the project should be completed in early March.

The installation of the sewer system at 605 and 608 Carolina Boulevard is complete. Testing is scheduled for this week. The R/O Plant Electrical Upgrade project is also complete.

General Manager Jordan reported that Charleston Water System (CWS) will have to make significant and costly upgrades to its system should the EPA prevail in a lawsuit regarding PFAS levels in the water. Those increased costs would extend for four years beginning in 2026. Should the lawsuit rule against the EPA, CWS may not have to make any improvements related to PFAS.

General Manager Jordan also said that staff will continue to work with the City of Isle of Palms on the selection of a federal-level lobbyist. Interviews of two firms will occur at the beginning of March, and the final selection will be voted on at the March 25 City Council meeting.

Comptroller Stickles delivered the Financial Report. She said that the balance of the bond series checking account was \$659.60 as of 1/31/2025, following a \$10,000.00 transfer from the concentration checking account. Four checks totaling \$118,884.85 were written last month. The Commission received a check in the amount of \$7,293.51 from Ansco, LLC, for the repair of broken water mains.

She stated that the change in accounting for the grant monies mentioned by Mr. Swindal during the Finance Committee meeting will be reflected in next month's report.

The Commission earned \$10,985.00 in interest last month at a rate of 4.6%. January revenues were under \$63,000.00, and expenses were under \$28,000.00, resulting in a \$35,000.00 negative net revenue. She said that these numbers are normal for this time of the year.

Under Old Business, General Manager Jordan said that he has been working with two appraisal companies to prepare a market rent report on the Wild Dunes property. Those reports will be on next month's agenda.

He referenced the letter in the meeting packet regarding the consent order for the R/O Concentrate Discharge project. The Commission has met the requirements of the order.

Vice Chairman Forslund made a motion to approve the audit as recommended by the Finance Committee. Commissioner Helfrich seconded the motion. The motion passed unanimously.

Under New Business, General Manager Jordan explained that the generator at the new Forest Trails Wastewater Treatment Plant is sized for a total build-out. The current electrical load is not pulling enough load for the generator to run efficiently. To correct the issue, staff recommends installing a permanent load bank. This is a \$70,000.00 unbudgeted expense. It will be mounted next to the generator.

Secretary Smith made a motion to authorize the expenditure of up to \$70,000.00 for the purchase and installation of a load bank as discussed. Vice Chairman Forslund seconded the motion. The motion passed unanimously.

General Manager Jordan said that an adjustment needs to be made to the Commission's procurement policy to allow for a partnership with the City on the services of a federal lobbyist. Attorney Blumenthal explained that the addition of "cooperative procurement" allows the Commission to piggyback off the City's procurement procedures.

Engineer Yodice suggested that some modifications are needed in the "Invitation to Bid" section of the code to allow flexibility. Attorney Blumenthal suggested the wording, "Projects that are subject to State or Federal grants will need to comply with the grant requirements." She will present language for this change to the Commissioners at the next meeting.

Vice Chairman Forslund made a motion to approve the change to the Procurement Code to add "cooperative procurement" as set forth in Paragraph C. Commissioner Helfrich seconded the motion. The motion passed unanimously.

General Manager Jordan reminded the Commissioners that they need to file their Statement of Economic Interests with the State Ethics Commission by March 30, 2025. Attorney Blumenthal will send the link to all the Commissioners.

Chairman Hooper reminded the Commissioners that the subcommittees are required to meet once a year. He asked the Committee chairs to make sure to schedule those meetings through General Manager Jordan to stay in compliance.

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

The Commission went into Executive Session at 9:00 a.m.

The Commission returned from Executive Session at 9:15 a.m. Chairman Hooper stated that no action was taken.

Vice Chairman Forslund made a motion to adjourn. Commissioner Helfrich seconded the motion. The meeting was adjourned at 9:15 a.m.



Robert W. Hooper, Jr., Chairman

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Date