



**Minutes of the Seabrook Island Utility Commission Regular Meeting  
June 17, 2020**

Due to Covid-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 9:32 AM.

Commissioners Present: Vancini, Morawski, and Smith-Jones.

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 May 20, 2020 meeting were approved as submitted.**

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

Net income for the month of May was a surplus of \$ 12,267. Revenue from monthly service saw an increase of 6% over budget. Irrigation was billed this month. The Club paid the SIUC invoice for the line hit with \$2,151. recorded in Miscellaneous Income representing payment of our labor/admin and SIUC paying our contractor and being reimbursed for that expense. Expenses for purchased water were up approximately 8% from budget. O & M expenses were also higher as we were billed the Phase 1 portion of the Edmunds contract in May. After adjusting for Bond P&I and Capital Expenditures of \$ 21,436, May showed a net loss of \$ 7,163.

On a year to date basis there is a surplus of \$ 25,057 over budget.

The Balance Sheet shows available Cash totals \$2,629,606.07.

During the month of May we paid vendor invoices totaling \$ 167,828.55 as reflected in the disbursement report.

The Audit is complete and will be presented at the July meeting.

**The May payables, as submitted electronically to Commissioners were electronically approved.**

### **OPERATIONS REPORT May, 2020 by Mr. West**

Wastewater plant performance complied with all permit parameters. Wastewater flows for the month averaged 469,000 gallons per day, with the average for the past 12 months of 399,000 gallons per day. SIUC delivered 29,214,250 gallons of water for the month compared to 29,972,122 gallons last year. The accounted for water received for the month from St Johns 96.62% compared to 94.59% last year.

Performed hydrant flow testing, flushing, and valve maintenance around Marsh Gate and Deer Point. Pulled all monitoring wells samples.

### **OLD BUSINESS**

Discussion of the WK Dickson proposal for the engineering design work for the FEMA approved generator was reviewed. WK Dickson's will complete the phase 1 for \$32,865 which consists of engineering services to include the development of drawings and specifications as well as opinions of the probable construction costs as outlined in their proposal. Motion was made to accept Phase 1 of the proposal in the amount of \$32,865. by Vancini and seconded by Morawski. Motion passed.

This year's finances and the overall budget was discussed. The Commissioners requested that a cash flow chart be developed that shows the first six months of the year and projects through to the end of this fiscal year. This discussion will continue next meeting.

### **NEW BUSINESS**

Mr. Houghton proposed an addendum to the contract for the purpose of SIUC paying for the benefit cost increase given by Louis Berger. In accordance to our contract, off cycle "annual salary increases require the prior approval of the client and will be discussed as part of the annual budgeting process". A motion was made by table this discussion until annual budgeting time.

There being no further business, a motion was made by Commissioner Vancini and seconded by Commissioner Morawski to adjourn. Meeting was adjourned at 11.:29 am.

**There being no further business, a motion was made by Commissioner Vancini and seconded by Commissioner Morawski to adjourned. Meeting ended at 11:29 am.**

The next regular meeting of the Commission is scheduled for July 15, 2020 at 9:30 am. It will be determined beforehand whether this meeting will be held with Zoom video conference call.

Date: July 15, 2020



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Town Clerk