



## **Minutes of the Seabrook Island Utility Commission Budget Meeting**

**March 20, 2024**

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 8:31 AM.

Commissioners Present: Ferland, Buchman, Aaron

Other Present: Tommy West from SIUC Management and 2 Woodward & Curran representatives: Fred Rogers and Brian Ravens.

**A motion by Buchman and seconded by Aaron to accept the minutes of the February 21, 2024 meeting. Motion approved 3-0.**

**A motion by Buchman and seconded by Aaron to accept the Special Meeting Minutes of the March 1, 2024 meeting with the addition of adding the date of June 26, 2024 for the loan closing. Motion approved 3-0 and the minutes corrected.**

### **FINANCIAL REPORT February, by Mr. Ravens**

Invoices were approved via email.

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

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

Net income for the month of February was a surplus of \$ 68,236. During the month the Capital acquisitions was \$19,254. After adjusting for Bond/Notes principal payments and capital, February showed a cash reduction of \$48,436.

On a year-to-date basis, net income is \$197,000 for the month ending February 2024. After adjustments for Capital purchases and debt principal payments, there is a cash surplus of \$97,772.

Available Cash as of February 2024, is \$ 3,990,858.

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

### **SEABROOK WATER RESOURCE FACILITY**

Effluent quality continued to meet permit requirements during the month. The daily average flow was 0.358 million gallons per day (MGD). The maximum daily flow was 0.454 million gallons for the month. The average effluent Total Suspended Solids (TSS) was 9 mg/l, and the average effluent Biochemical Oxygen Demand (BOD) was 6 mg/l, indicating excellent process control.

### **SEABROOK WATER DISTRIBUTION**

SIUC delivered 11,048,236 gals of water for the month. The accounted for water received for the month from St Johns 91.10%.

Total effluent & deep well pumped to Seabrook golf courses for irrigation was 6.574 million gallons effluent and 0 gallons of deep well. Total effluent and deep well pumped to Oak Point golf course was 5.627 million gallons effluent and 0 gallons deep well.

### **OLD BUSINESS**

Staffing – 2 Field positions are currently open.

Development Updates – Working with Andell West (New Grocery and Retail) on design overview. Also contacted by existing Freshfields about adding a small retail/restaurant on the property.

### **NEW BUSINESS**

Holding Pond Project – WK Dickson will be conducting a Prebid conference on March 20<sup>th</sup>. Bids are due on April 9<sup>th</sup> @ 2PM. SIUC will be submitting a resolution to the Town which authorizes SIUC to proceed with submitting the loan application for the project.

Water Tank Cleaning – Mr. West advised that the annual cleaning of the water tanks will begin in the next several weeks.

2023 Audit. W&C advised that the audit process is continuing.

**A motion was made by Buchman and seconded by Aaron at 9:15 to adjourn the open meeting. Motion passed; open meeting was adjourned.**

Executive Session was not required.

The next regular meeting of the Commission is scheduled for April 18, 2024, at 8:30 am via Zoom video conference call.

April 29, 2024  

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Date

*Katharine Watkins*  

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Town Clerk