

**HILTON HEAD NO.1 PUBLIC SERVICE DISTRICT**  
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HILTON HEAD ISLAND, SOUTH CAROLINA 29925  
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**MINUTES**  
**COMMISSION MEETING**  
**JULY 25, 2017**

**I. Meeting called to order by the Commission Chairman, Mr. Bob Manne, at 9:00 a.m.**

**II. Those in attendance were:**

|                    |                       |
|--------------------|-----------------------|
| Mr. Bob Manne      | Chairperson           |
| Mr. Bob Gentzler   | Vice Chairperson      |
| Mr. David McCoy    | Secretary (via Skype) |
| Mr. Gary Kratz     | Treasurer             |
| Mr. Frank Drehwing | Commissioner          |
| Mr. Herbert Ford   | Commissioner          |
| Mrs. Patti Soltys  | Commissioner          |

Present by request:

|                        |                                     |
|------------------------|-------------------------------------|
| Mr. Pete Nardi         | General Manager                     |
| Mr. Larry Sapp         | Finance Manager                     |
| Mr. Bill Davis         | Operations Manager                  |
| Mr. Pete Schuelke      | Field Services Technician           |
| Ms. Mayline Ueligatone | Wastewater Treatment Plant Operator |
| Ms. Daniella Borjas    | Water Quality Lab Intern            |
| Mrs. Connie Whitehead  | Commission Recording Secretary      |

**III. Pledge of Allegiance**

The Pledge of Allegiance was led by Mr. Dave McCoy.

**IV. Staff Introductions**

Key Discussion Points

- Mr. Nardi introduced to the board Pete Schuelke, Field Services Technician; Mayline Ueligatone, Wastewater Treatment Plant Operator; and Daniella Borjas, Water Quality Lab Intern. Their bios are included in the agenda packet.

**V. Adoption of the Draft Minutes of the June 27, 2017, Regular Meeting**

Key Discussion Points

- Mr. Gentzler mentioned recent board discussions about putting the audit out for competitive bids in future years.
- Mr. Drehwing added that such consideration should include the pros and cons of changing auditors.
- Mr. Ford added that one of the pros should be the benefit of a new perspective.

Action

- Mr. Drehwing moved to adopt the minutes as revised. Mr. Ford seconded. The motion passed unanimously.

**VI. Public Comment on Non-Agenda Items**

None

**VII. Resolution Awarding SRF-funded Master Sewer Plan Lift Stations Contract**

Key Discussion Points

- Mr. Sapp presented a resolution prepared by District’s bond counsel. The purpose is to declare the intent of the District and Commission to reimburse the District for the costs of improvements and other reimbursement items and to pay for certain costs and expenses relating to the issuance of the Series 2017 A bonds.
- A detailed background memo is included in the agenda packet.

Action

- Mr. Drehwing moved to adopt the resolution. Mr. Gentzler seconded. The motion passed unanimously.

**VIII. Commissioner and Committee Reports**

**A. Community and Personnel Relations Committee**

Key Discussion Points

- The Committee met on July 11 for an executive session to discuss the GM performance evaluation.
- An executive session will be held as part of the July board meeting to conduct the evaluation.

**IX. General Manager’s Report**

Key Discussion Points

- Mr. Nardi presented the General Manager’s report.
- A copy is included in the agenda packet.

- The PSD is preparing an ad about its new online billing options. Mrs. Soltys suggested the PSD highlight the security of the online billing service in communications to customers.

## **X. New Business**

### **A. ACE Conference Reports – Soltys and Drehwing**

#### Key Discussion Points

- Mrs. Soltys presented a written report. Copies are included in the June agenda packet.
- She suggested the PSD consider a “Go Green” section in the customer newsletter to offer tips on conservation and other water related issues. She also suggested the Community and Personnel Relations Committee could look at the benefits of holding events for industry-related causes, such as Project SAFE or Water for People.
- Mr. Drehwing gave an oral report. He attended useful sessions but found the overall conference to be poorly organized, and the information to be less useful than prior years.

## **XI. Executive Session to Conduct GM Performance Evaluation**

#### Action

- Mr. Manne moved to enter executive session to conduct the GM performance evaluation. Mr. Drehwing seconded. The motion passed unanimously.
- Executive session began at 9:54 a.m.
- There was no staff present.

## **XII. Reconvene Regular Session**

#### Key Discussion Points

- Regular session reconvened at 11:42 a.m.

## **XIII. Adjournment**

#### Key Discussion Points

- The meeting adjourned at 11:42 a.m.