

HILTON HEAD NO.1 PUBLIC SERVICE DISTRICT
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MINUTES
COMMISSION MEETING
MARCH 20, 2018

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
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. Arnold Ellison	Special Projects Manager
Mrs. Connie Whitehead	Commission Recording Secretary

III. Pledge of Allegiance

The Pledge of Allegiance was led by Mrs. Patti Soltys.

IV. Public Comment on Non-Agenda Items

None

V. Adoption of the Draft Minutes of the February 23, 2018, Regular Meeting

Key Discussion Points

- Under New Business, in the opioids community event discussion, Mr. Gentzler suggested the minutes be clarified to read, “Beaufort County is not a high-risk area of the state at this time.”

Action

- Mr. Drehwing moved to adopt the minutes as presented. Mr. McCoy seconded. The motion passed unanimously.

VI. Commissioner and Committee Reports

A. Finance Committee

Key Discussion Points

- The Committee met on March 2, 2018.
- Mr. Jeff McGarvey and Mr. Darryl Parker of Willdan presented the water and sewer rate model and asked for direction on rate proposals.
- The Committee discussed a review of billing all customers by meter size. The model is designed to implement this process and will be reviewed with the full board at the April board meeting.
- Willdan will be attending the April board meeting to present their recommendations from the Rate Analysis they've performed.

B. Planning & Operations Committee

Key Discussion Points

- The Committee met on March 13 to discuss the PSD's policy-making process.
- Mr. Ford asked that the Commission revisit its Sewer Availability Fee policy to address the practice of charging the fee to vacant lots, because the practice is unfair to vacant lot owners in light of their providing the PSD with easements to carry out the Master Sewer Plan projects.
- The Committee and staff agreed that this was an important and appropriate topic to use as an example of carrying out the policy development process discussed at the start of the meeting.
- At Mr. Gentzler's suggestion, the full commission agreed to hold a workshop to review the Availability Fee policy in April.

VII. 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's wastewater treatment plant received the 2017 DHEC Facility Excellence Award.
- Mr. Nardi is in communications with Burke's Pharmacy about jointly pursuing a prescription drug take-back program.
- Staff met with J.D. Solomon of CH2M Hill regarding an asset management program.
- The Project SAFE has reached nearly \$2 million of its \$3 million goal.

VIII. New Business

A. Code of Conduct

Key Discussion Points

- Mr. Manne suggest the board develop a code of conduct for meetings.
- The consensus was to hold a workshop to discuss this item. The workshop will be scheduled at a later date.

IX. Adjournment

Action

- Mr. Gentzler moved to adjourn the meeting. Mr. Drehwing seconded. The meeting adjourned at 10:15 a.m.