

HILTON HEAD NO.1 PUBLIC SERVICE DISTRICT
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HILTON HEAD ISLAND, SOUTH CAROLINA 29925
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MINUTES
COMMISSION MEETING
OCTOBER 28, 2020

I. Meeting called to order by the Commission Chairman, Mr. Bob Manne, at 9:02 a.m.

II. Those in attendance were:

Mr. Bob Manne	Chairperson
Mr. David McCoy	Vice Chairperson
Mr. Gary Kratz	Treasurer
Mr. Frank Drehwing	Secretary
Mr. Herbert Ford	Commissioner
Mrs. Patti Soltys	Commissioner
Mr. Frank Turano	Commissioner

Present by request:

Mr. Pete Nardi	General Manager
Ms. Amy Graybill	Finance Manager
Mr. Bill Davis	Operations Manager
Mrs. Emily Sobczak	Greene Finney, LLC
Mrs. Connie Whitehead	Commission Recording Secretary

Visitors:

Bob Gentzler
Jerry Cutrer
Carlton Dallas
Stuart Bell
Rosemary Kratz

III. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Dave McCoy

IV. Public Comment on Non-Agenda Items

None

V. Adoption of the Draft Minutes of the September 23, 2020, Regular Meeting

Action

- Mr. Turano moved to adopt the minutes of the September 23, 2020, board meeting as presented. Mr. McCoy seconded. The motion passed unanimously.

VI. Purchasing Authorization Memo

Key Discussion Points

- Mr. Nardi brought a non-budgeted item before the board for approval.
- The wastewater treatment plant influent band screen was damaged by a foreign object in the raw influent, necessitating a \$60,000 parts replacement, including labor.
- The repair does not require a budget amendment due to the PSD's cash on hand capacities. Also, the PSD anticipates savings from debt refinancing and other areas of the CIP budget which will offset the expense.
- Staff recommends the Commission retroactively approve the parts replacement at a cost not to exceed \$60,000.

Action

- Mr. Drehwing moved to retroactively approve the parts replacement at a cost not to exceed \$60,000. Mr. Kratz seconded. The motion passed unanimously.

VII. Finance Committee

Key Discussion Points

- The Finance Committee met Oct. 19 to review the audit and CAFR.
- Mrs. Emily Sobczak gave an overview of the audit, and Ms. Graybill gave an overview of the CAFR. A copy of the audit PowerPoint presentation and the CAFR are included in the agenda packet.

Action

- Mrs. Soltys moved to adopt the FY'20 CAFR as presented. Mr. McCoy seconded. The motion passed unanimously.

VIII. First Quarter FY'21 Management Report

Key Discussion Points

- Mr. Nardi presented the FY'21 First Quarter Annual Major Objectives, Key Measurements, and Accomplishments. Copies are included in the agenda packet.
- PSD staff and professional consultants are completing a Technical Memorandum to review groundwater withdrawal permitting strategies. The memorandum will be ready for presentation to the full board as early as November.

IX. General Manager's Report

Key Discussion Points

- Mr. Nardi presented a monthly update report. A copy is included in the agenda packet.
- Mr. Nardi was contacted by a private citizen requesting the PSD provide a list of homeowners who have sewer available but have not yet connected. The citizen is interested in reaching out to encourage connection.
- Generally, the PSD does not provide customer information to third parties; however, legally the PSD could consider providing the information in the interest of public health.
- To help guide the PSD's response to such requests, Mr. Nardi said that staff, with input from legal counsel, would draft a Privacy Protection Policy for review by the board.

X. November Board Meeting

Key Discussion Points

- The board discussed the format of the November board meeting and plan to meet via video conference.

XI. Commissioner Recognition: Gary Kratz and David McCoy

Action

- Commissioners Gary Kratz and David McCoy are at the end of their terms and will step down from their seats on the board, as they have chosen not to seek re-election.
- In honor of their many years of service, Mr. Manne presented framed resolutions recognizing and thanking them for their contributions to Hilton Head PSD.

XII. Adjournment

Action

- Mr. Drehwing moved to adjourn the meeting. Mr. Kratz seconded. The motion passed unanimously.
- The meeting adjourned at 10:15 a.m.