

**HILTON HEAD NO.1 PUBLIC SERVICE DISTRICT**  
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HILTON HEAD ISLAND, SOUTH CAROLINA 29925  
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**MINUTES**  
**COMMISSION MEETING**  
**JANUARY 27, 2015**

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

**II. Those in attendance were:**

Mr. Bob Manne	Chairperson
Mr. Bob Gentzler	Vice-Chairperson
Mr. Gary Kratz	Treasurer
Mr. John Geisler	Secretary
Mr. Frank Drehwing	Commissioner
Mr. David McCoy	Commissioner
Mr. Herbert Ford	Commissioner

Present by request:

Mr. Pete Nardi	General Manager
Mr. Larry Sapp	Chief Financial Officer
Mr. Bill Davis	Operations Manager
Mr. Richard Cyr	Special Projects Manager
Mr. Arnold Ellison	Special Projects Manager
Ms. Connie Whitehead	Commission Recording Secretary

**III. Pledge of Allegiance**

The Pledge of Allegiance was led by Mr. Gary Kratz.

**IV. Lorie Chisolm Recognition**

Key Discussion Points

- Ms. Lorie Chisolm, Accounting Specialist, has earned her Associate of Applied Science Degree in General Business from the Technical College of the Lowcountry.

**V. Draft Minutes of the December 16, 2014**

Key Discussion Points

- On page 2, in section X, the sub bullets were expanded to clarify customer classes and the previous and new rates.

Action

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

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

None

**VII. FY'16 Strategic Plan**

Key Discussion Points

- At the December meeting, the board made draft revisions to the FY'16 Strategic Plan.
- Staff presented a clean copy for a vote by the board.

Action

- Mr. Gentzler moved to adopt the FY'16 Strategic Plan as presented. Mr. Geisler seconded. The motion passed unanimously.

**VIII. ASR-2**

Key Discussion Points

- Staff presented an authorization request to the board to proceed with the preliminary engineering report phase of the ASR-2 project.
- The Water Master Plan update calls for ASR-2 to provide 240 million gallons per year.
- David Pyne of Groundwater Management Associates, the same firm who engineered ASR-1, has been contracted to complete the PER at a cost of \$99,054.

Action

- Mr. Drehwing moved to authorize staff to proceed with the preliminary engineering report phase of the ASR-2 project. Mr. Gentzler seconded. The motion passed unanimously.

**IX. Commissioner and Committee Reports**

**A. Finance Committee**

Key Discussion Points

- The Committee has not met since the last board meeting.
- Staff will present the FY'15 Second Quarter Financial Report at the February board meeting.

**B. Planning and Operations Committee**

Key Discussion Points

- The Committee met on January 13.
- Mr. Phil Waters of LowcountryEngineering is working on a revised Master Sewer Plan.

- Town staff has contacted PSD staff to request the next Sewer Summit. Staff is favorable to the idea and could organize it to take place as early as April.
- Mr. Nardi and Mr. Cyr are meeting with Steve Riley on sewer issues next Monday.
- The next Planning & Operations Committee meeting will be held on the morning of Feb. 13.

### **C. Long Range Water Supply Planning Committee**

#### Key Discussion Points

- The Committee has no formal report at this time.

### **D. Community Relations and Personnel Committee**

#### Key Discussion Points

- The Committee has no formal report at this time.

## **X. General Manager's Report**

#### Key Discussion Points

- The PSD has received all necessary documentation for the \$430,460.35 owed to Beaufort County for the relocation of the wholesale water transmission pipeline as part of the Bluffton Fly-over project.
- The GPS devices are now installed in all PSD vehicles.
- Mayor Bennett will donate \$3,637 in unused campaign funds to Project SAFE.
- The AMI meter project is progressing. As of Jan. 23, 5,231 meters (42.9%) have been converted.
- The RO Facilities Plant Well cleaning is complete, and the three filter skids are currently in operation. All four skids are on track to be operational by early March.

## **XI. New Business**

#### Key Discussion Points

- Information on normal chlorine values will be added to the charts and graphs to put the PSD's levels in perspective.

## **XII. Adjournment**

#### Action

- Mr. Geisler moved to adjourn the meeting. Mr. Drehwing seconded. The motion passed unanimously. The meeting adjourned at 10:30 a.m.