

HILTON HEAD NO.1 PUBLIC SERVICE DISTRICT
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MINUTES
COMMISSION MEETING
AUGUST 23, 2016

I. Meeting called to order by the Commission Vice-Chairman, Mr. Bob Gentzler, at 9:00 a.m.

II. Those in attendance were:

Mr. Bob Gentzler	Vice Chairperson
Mr. John Geisler	Secretary
Mr. Gary Kratz	Treasurer
Mr. Frank Drehwing	Commissioner (via Skype)
Mr. Herbert Ford	Commissioner
Mr. David McCoy	Commissioner

Present by request:

Mr. Pete Nardi	General Manager
Mr. Larry Sapp	Finance Manager
Mr. Bill Davis	Operations Manager
Mr. Arnold Ellison	Special Projects Manager
Mr. Darrell Padgett	Water Services Technician
Ms. Connie Whitehead	Commission Recording Secretary

Absent:

Mr. Bob Manne	Chairperson
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Visitors:

Mr. Al Emanuelli

III. Employee Introduction

Key Discussion Points

- Mr. Nardi introduced to the board Darrell Padgett, the PSD's new Water Services Technician.
- Mr. Padgett joined the PSD in June from a position as meter reader with South Island PSD.

IV. Adoption of the Draft Minutes of the July 26, 2016, Regular Meeting

Key Discussion Points

- Mr. Geisler asked that the minutes be revised to clarify that the amendment to the June minutes falls under the FY'17 Budget discussion.

Action

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

V. Public Comment on Non-Agenda Items

Key Discussion Points

- Mr. Al Emanuelli stated that he has officially filed as a candidate for Hilton Head PSD commissioner. He is very enthusiastic about helping to raise public awareness of the PSD's water supply efforts.

VI. Commissioner and Committee Reports

A. Finance Committee

Key Discussion Points

- The Committee has not met this month and has no formal report at this time.

B. Planning and Operations Committee

Key Discussion Points

- The Committee has not met this month, but will meet soon to discuss Master Sewer Plan updates and the commission's November strategic planning session.

C. Long Range Water Supply Planning Committee

Key Discussion Points

- The Committee has not met this month and has no formal report at this time.

D. Community and Personnel Relations Committee

Key Discussion Points

- The Committee has not met this month.
- The General Manager's Performance Review will take place during an executive session in September.

VII. General Manager's Report

Key Discussion Points

- Mr. Nardi presented the General Manager's Report.
- The PSD sold 1.9% more water in FY'16 than the prior year, while total demand was down from 1.980 to 1.976 billion gallons. This marks the third straight fiscal year of declining total demand.
- Pete Nardi and PSD design engineer Phil Waters presented an update on Master Sewer Plan implementation progress at the Aug. 22 meeting of Town Council's Public Facilities Committee.
- Wetlands biologist Todd Ballantine has completed his mid-year monitoring memo. The memo, which is available on line, discusses the impact of historic rainfall amounts on the wetlands.
- Hilton Head Town Council at its Aug. 16 meeting issued a proclamation in support of the island PSDs and BJWSA as part of "Imagine a Day Without Water".
- An article by Pete Nardi about the PSD's water supply status appears in the August edition of Hilton Head Monthly magazine.
- The island PSDs have been invited to join a local group of public information officials from local governments and utilities. The group's intent is to create a network of individuals responsible for public communications during disasters prior to any events.
- The PSD's new phone system offers an array of metrics reporting. The PSD is currently answering 80% of calls within 10 seconds. If a call goes on hold, average wait time is 28 seconds.
- The first batch of bills converted from quarterly to monthly was mailed the week of Aug. 15.
- Unaudited year-end financials for FY '16 will be presented to the Finance Committee in September.
- The PSD awaits results of an SRF-required archaeological analysis of the MSP pump station sites at Oakview and Mid-Marshland before going out to bid for the pump stations and associated sewer line installations for MSP Year 1. Staff anticipate results this month. Bid packages are being prepared.
- Gravity sewer installation is nearly complete for Rhiner Drive, Eagin Court, and Ned Court. Customer connections to follow.
- The Gibson Drive collector main installation is complete. A letter has been mailed to all owners notifying them that they can now connect.
- Mr. Ford requested that he be able to walk future project areas with the design engineer to discuss the best layout options to preserve property function. Mr. Nardi will arrange that with Mr. Phil Waters.

VIII. New Business

A. Project SAFE Information Packet

General Manager's Appraisal

- Mr. Nardi drew attention to the Project SAFE information packet in the FYI section of the agenda packet.
- Mr. Nardi will be meeting with Community Foundation of the Lowcountry board members to discuss funding options.

IX. Adjournment

Action

- The meeting adjourned at 10:00 a.m.