

HILTON HEAD NO.1 PUBLIC SERVICE DISTRICT
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MINUTES
COMMISSION MEETING
APRIL 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
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. Arnold Ellison	Special Projects Manager
Mr. Brian Cronin	Senior Accountant
Mrs. Connie Whitehead	Commission Recording Secretary

III. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Dave McCoy

IV. Adoption of the Draft Minutes of the March 28, 2017, Regular Meeting

Action

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

V. Public Comment on Non-Agenda Items

None

VI. Series 2017 SRF Resolution

Key Discussion Points

- Mr. Sapp presented the Series 2017 SRF Resolution. The resolution authorizes Hilton Head PSD to make the application to the SC Water Quality Revolving Fund Authority for a loan to fund the Master Sewer Plan lift station projects. The total amount of the projects is estimated at \$1.3 million dollars.
- A copy of the resolution and background memo are included in the agenda packet.
- Staff recommends approval of the resolution.

Action

- Mr. Drehwing moved to authorize the General Manager and/or the Finance Manager to complete the loan application to the S.C. Water Quality Revolving Fund Authority for a loan from the State Water Pollution Control Revolving Fund. Mr. McCoy seconded. The motion passed unanimously.

VII. Draft Budget Presentation

Key Discussion Points

- Mr. Nardi and Mr. Sapp presented the Draft FY'2018 Budget.
- The full document is included in the agenda packet.
- Staff noted the budget will be updated with any additional changes and brought before the board in June for a vote.

VIII. FY'17 Third Quarter Financial Report

Key Discussion Points

- Mr. Sapp presented the FY'17 Third Quarter Financial Report.
- The full document is included in the agenda packet.

IX. FY'17 Third Quarter Management Report

Key Discussion Points

- Mr. Nardi presented the FY'17 Third Quarter Management Report and accomplishments memo.
- The full documents are included in the agenda packet.

X. FY' Commissioner and Committee Reports

A. Community & Personnel Relations Committee

Key Discussion Points

- The Committee met on April 10 to review the General Manager performance review process.
- After conducting a mock review during executive session, the Committee further revised the survey document.

- The Committee continues its work on the review documents and process, and will meet again on May 15.

B. Planning & Operations Committee

Key Discussion Points

- The Committee met on April 10 to draft board goals and to receive a Master Sewer Plan update.
- Mr. Gentzler presented the minutes of that meeting.
- The Committee will revisit the draft board goals at its next meeting.

C. Long Range Water Supply Committee

Key Discussion Points

- The Committee met on March April 19 to review the ASR performance report and the PSD Water Quality Report.
- The PSD experienced no water quality violations, and there were no new contaminants monitoring requirements. The PSD is no longer required to publish the entire report, and instead publishes the link in the customer newsletter.
- The full ASR performance report and PSD Water Quality Report are included in the agenda packet as attachments to the committee minutes.

D. Finance Committee

Key Discussion Points

- The Committee met on April 19 to discuss the budget and SRF loan resolution,
- The budget and resolution were covered as individual board meeting agenda items.

XI. General Manager's Report

Key Discussion Points

- Mr. Nardi presented the General Manager's report.
- He informed the board that the latest PSD newsletter has been mailed out. The link to the PSD Water Quality Report is included.

XII. New Business

A. Soltys Billing Issue

Key Discussion Points

- Mrs. Soltys had a recent issue with unusually high bill. She commended Larry Sapp, Brian Cronin, and L.J. Bush on reviewing and resolving the issue.

XIII. Adjournment

Action

- The meeting adjourned at 10:50 a.m.