

HILTON HEAD NO.1 PUBLIC SERVICE DISTRICT
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MINUTES
COMMISSION MEETING
NOVEMBER 14, 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. Arnold Ellison	Special Projects Manager
Mrs. Sandy West	Strategic Planning Session Facilitator/Lighthouse Consulting
Mrs. Connie Whitehead	Commission Recording Secretary

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 October 24, 2017, Regular Meeting

Action

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

VI. Year-to-Date Financial Report

Key Discussion Points

- Mr. Sapp presented the year-to-date financial report.
- A copy is included in the agenda packet.

VII. Commissioner and Committee Reports

A. Planning & Operations Committee Meeting

Key Discussion Points

- Mr. Ellison presented overview of the non-funded sewer projects not currently covered in the Years 1 through 5 Master Sewer Plan project plans.
- The identified gaps are divided into two categories of projects, “Individual Sewer Services” and “Stand Alone.” Individual Sewer Services project infrastructure (collector mains only) is projected to cost an estimated \$1.3 million, while Stand Alone project infrastructure (collector mains only) is estimated at \$2.4 million.
- Staff recommends the PSD cover the cost of the Individual Sewer Services infrastructure (collector mains only). This would represent the PSD extending the same infrastructure program as the Town-funded effort, by installing collector mains in neighborhoods that predate modern development standards. The State Revolving Fund is a possible funding source for the collector main work.
- The only exception to staff’s recommendation is that staff does plan to still approach the Town of HHI about funding the Evelina Road collector main because the project is in proximity to Nina Drive and, in staff’s view, should have been included in the Town-funded program. Evelina will be designed and put out to bid along with the Town-funded Yrs. 3-5 projects.
- The Committee recommends the board approve staff’s recommendation of the PSD funding the Individual Sewer Services project infrastructure (collector mains only).
- The Town called Mr. Nardi to invite him to attend the annual Town Council retreat on November 16 to give an update on sewer progress. Mr. Nardi will attend.

Action

- Mr. Gentzler moved to adopt staff’s recommendation. Mrs. Soltys seconded. The motion passed unanimously.

VIII. General Manager’s Report

Key Discussion Points

- Mr. Nardi presented the General Manager’s report. A copy is included in the agenda packet.

IX. New Business

None

X. Nomination of Commission Officers

Key Discussion Points

- Mr. Manne opened the floor to nomination of Commission officers.
- Mr. Drehwing nominated the current slate of officers. There were no other nominations.
- Mr. Gentzler suggested the floor be opened to any commissioner interested in serving as an officer. No one voiced an interest.
- A vote will be taken on the nomination at the December meeting.

XI. Draft 2018 Commission Calendar

Key Discussion Points

- Staff presented the draft 2018 Commission calendar. The calendar adheres to the fourth Tuesday of the month meeting schedule, with the exception of March, November and December, which are adjusted for conference and holiday travel.
- A vote will be taken at the December meeting.

XII. Strategic Planning Session

Key Discussion Points

- Mr. Pete Nardi introduced Mrs. Sandy West of Lighthouse Consulting, who served as facilitator for the planning session.
- Mrs. West led discussions on the board questionnaire results, roles and responsibilities of commission and staff,
- Mr. Gentzler led the review and update of the SWOT, Vision and Mission Statements, and the Fiscal Year 2019 (7/1/18-6/30/19) Strategic Goals and Directives.
- The Planning and Operations Committee will review the revised documents before bringing them before the full board for a vote.

XIII. Adjournment

Action

- Mr. Gentzler moved to adjourn the meeting. Mr. Drehwing seconded. The meeting adjourned at 9:46 a.m.