

HILTON HEAD NO.1 PUBLIC SERVICE DISTRICT
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MINUTES
COMMISSION MEETING
NOVEMBER 20, 2019

I. Meeting called to order by the Commission Vice Chairman, Mr. Dave McCoy, at 9:00 a.m.

II. Those in attendance were:

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
Mrs. Connie Whitehead	Commission Recording Secretary

Absent:

Mr. Bob Manne	Chairperson
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III. Pledge of Allegiance

The Pledge of Allegiance was led by Mrs. Patti Soltys.

IV. Public Comment on Non-Agenda Items

None

V. Adoption of the Draft Minutes of the October 23, 2019, Regular Meeting

Action

- Mr. Drehwing moved to adopt the minutes of the October 23, 2019, meeting as presented. Mr. Turano seconded. The motion passed unanimously.

VI. Finance Committee

A. Audit Report

Key Discussion Points

- Emily Sobczak of Greene Finney presented the FY'19 audit report.
- A copy of the auditor's presentation to the Finance Committee was included in the packet.
- The audit found the PSD to be in good financial condition as of June 30, 2019.
- There were no audit adjustments made to the internal financial statements.

B. CAFR

Key Discussion Points

- Ms. Amy Graybill presented the FY'19 Comprehensive Annual Financial Report. A copy is included in the agenda packet.

Action

- Mr. Turano moved to adopt the FY'19 CAFR as presented. Mr. Kratz seconded. The motion passed unanimously.

VII. Nomination of 2020 Commission Officers

Key Discussion Points

- The vice chairperson opened the floor to nominations for 2020 commission officers.

Action

- Mr. Drehwing nominated Mr. Manne for chair, Mr. McCoy for vice chair, and Mr. Kratz for treasurer.
- Mr. Kratz nominated Mr. Drehwing for secretary.
- The commission voted by consensus to adopt the officers.

VIII. 2020 Commission Calendar

Key Discussion Points

- The proposed 2020 commission and PSD calendar was included in the FYI section of the agenda packet for review by the board.
- Mrs. Soltys is requesting the April meeting be moved to the 29th.
- A vote on the calendar will be taken in December.

IX. Purchasing Approval

Key Discussion Points

- In accordance with the purchasing policy, staff brought an unbudgeted emergency repair item to the board for retroactive approval.

- As a result of deterioration caused by sewer gasses, the concrete spillway that delivers influent to the equalization basins had to be replaced and improved at a cost of \$154,000.

Action

- Mr. Drehwing moved to approve the replacement and improvement of the spillway at a cost not to exceed \$160,000. Mr. Kratz seconded. The motion passed unanimously.

X. FY'20 First Quarter Financials

Key Discussion Points

- Ms. Graybill presented the FY'20 First Quarter Year-to-Date Financials. A copy is included in the agenda packet.

XI. General Manager's Report

Key Discussion Points

- Mr. Nardi presented the General Manager's Report. A copy is attached in the agenda packet.
- BJWSA has approved extension of the PSD's off-peak rate for an additional 10 years, effective January 2020.
- The PSD's holiday toy drive is Friday, Dec. 13. Unwrapped toy donations should be brought to Mrs. Whitehead by that date.
- The PSD's holiday luncheon is Friday, Dec. 20, at noon. Commissioners and spouses are invited to attend.

XII. New Business

None

XIII. Adjournment

Action

- Mr. Ford moved to adjourn the meeting. Mrs. Soltys seconded. The meeting adjourned at 9:54 a.m.