

HILTON HEAD NO.1 PUBLIC SERVICE DISTRICT
21 OAK PARK DRIVE – POST OFFICE BOX 21264
HILTON HEAD ISLAND, SOUTH CAROLINA 29925
TELEPHONE 843-681-5525 – FAX 843-681-5052

MINUTES
COMMISSION MEETING
AUGUST 26, 2020

I. Meeting called to order by the Commission Chairman, Mr. Bob Manne, at 9:01 a.m.

II. Those in attendance were:

Mr. Bob Manne	Chairperson
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. Connie Whitehead	Commission Recording Secretary

Visitors:

Bob Gentzler
Stuart Bell
Jerry Cutrer
Carlton Dallas

III. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Gary Kratz

IV. Public Comment on Non-Agenda Items

None

V. Adoption of the Draft Minutes of the July 22, 2020, Regular Meeting

Key Discussion Points

- On page 2, in section VI, the minutes state Mr. Drehwing made the motion and seconded it. Mrs. Whitehead will review her notes and make the correction.

Action

- Mr. McCoy moved to adopt the minutes of the July 22, 2020, board meeting as amended. Mr. Turano seconded. The motion passed unanimously.

VI. Year-End Unaudited Financials

Key Discussion Points

- Ms. Graybill presented the year-end financial report. A copy is included in the agenda packet.
- The board commended staff on an excellent report.
- Mr. Ford stated for the record that he found the report to be excellent and easy to understand. He noted the \$600,000 net increase and suggested staff and the board keep that in mind when considering future rate increases.
- Mr. Nardi commended Ms. Graybill on her work renegotiating the tower lease agreements, which included the PSD obtaining additional revenue.

VII. Purchasing Policy Draft Amendment

Key Discussion Points

- At the July board meeting, the board directed staff to explore adding a small, minority and women-owned business clause in the PSD Purchasing Policy.
- Staff researched clauses in various other local governmental purchasing and provided a draft policy for the board's consideration. The draft has been reviewed by legal counsel.
- Mrs. Soltys suggested the policy include small, minority and women-owned businesses in all of Beaufort County, rather than only those on Hilton Head Island. The board agreed. Staff will provide a revised policy for board adoption in September.

VIII. General Manager's Report

Key Discussion Points

- Mr. Nardi presented a monthly update report. A copy is included in the agenda packet.

IX. September Board Meeting

Key Discussion Points

- The board discussed the format of the September board meeting and tentatively planned to meet in person.

X. Executive Session to Discuss Contractual Matters

Action

- Mr. Manne moved to enter into executive session for the purpose of discussing contractual matters related to purchased water. Mr. Turano seconded. The motion passed unanimously.
- Executive session began at 9:50 a.m.

XI. Reconvene Regular Session

Action

- Regular session reconvened at 10:34 a.m.

XII. Adjournment

Action

- The meeting adjourned at 10:34 a.m.