

**HILTON HEAD NO.1 PUBLIC SERVICE DISTRICT**  
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**MINUTES**  
**COMMISSION MEETING**  
**SEPTEMBER 23, 2020**

**I. Meeting called to order by the Commission Chairman, Mr. Bob Manne, at 9:02 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  
Jerry Cutrer

**III. Pledge of Allegiance**

The Pledge of Allegiance was led by Mrs. Whitehead.

**IV. Extension of Electronic Meeting Resolution**

Key Discussion Points

- As a precaution during the current pandemic, the PSD board has elected to continue to meet remotely. Staff presented a resolution affirming that decision for board adoption.
- In the past, the resolutions extending the use of remote meetings were adopted with a specified end date. The version for consideration at this time authorizes remote meetings until further written notice by the board.

Action

- Mr. Turano moved to adopt the resolution as presented. Mr. McCoy seconded. The motion passed 6-0. Mr. Kratz was not present.

**V. Public Comment on Non-Agenda Items**

None

**VI. Adoption of the Draft Minutes of the August 26, 2020, Regular Meeting**

Key Discussion Points

- Mrs. Soltys requested that the minutes be revised to reflect that she suggested the words “Beaufort County” be added to the draft Small, Minority, and Women-Owned Businesses clause in the Purchasing Policy.

Action

- Mr. Drehwing moved to adopt the minutes of the August 26, 2020, board meeting as amended. Mr. Turano seconded. The motion passed 6-0. Mr. Kratz was not present.

**VII. Small, Minority, and Women Owned Businesses Amendment to Purchasing Policy**

Key Discussion Points

- At the August board meeting, staff presented a draft amendment to the Purchasing Policy to add a Small, Minority, and Women Owned Businesses clause as a new Section IX of the Purchasing Policy.
- Mrs. Soltys questioned the wording of the existing Section X, Surplus Property, which states that “items which have little or no salvage value, considering the cost of disposing of same, such as older model computers and printers,” may be offered for purchase by employees at nominal cost. It was discussed that the wording is standard, and the clause is seldom if ever used. Several other board members said they agreed with the existing wording. No motion to amend was made.

Action

- Mr. Turano moved to adopt the Small, Minority, and Women Owned Businesses amendment to the Purchasing Policy as presented. Mr. Drehwing seconded. The motion passed 6-0. Mrs. Soltys abstained.

**VIII. Finance Committee**

Key Discussion Points

- The Finance Committee met on September 15 to discuss revenue and general obligation bond refinancing opportunities available to the PSD to restructure its outstanding debt in the current historically low interest rate market.
- The Finance Committee voted unanimously to recommend pursuing both the revenue and general obligation refinancing opportunities detailed in the memorandum provided to the Finance Committee.

- Bond counsel has prepared three resolutions necessary to authorize the PSD to complete the refinancing, including one which amends the PSD's Master Bond Resolution.

Action

- Mr. Drehwing moved to adopt the Second Amendment to 2004 Bond Resolution as presented. Mrs. Soltys seconded. The motion passed unanimously.
- Mr. Ford moved to adopt the 2020B Series Resolution (Revenue) as presented. Mr. Turano seconded. The motion passed unanimously.
- Mrs. Soltys moved to adopt the GO Bond Resolution. Mr. Ford seconded. The motion passed unanimously.

**IX. General Manager's Report**

Key Discussion Points

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

**X. September Board Meeting**

Key Discussion Points

- The board discussed the format of the October board meeting and plan to meet via video conference.
- Mr. Lewis will arrange the platform and provide information to the Commission about its use.

**XI. 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. Drehwing seconded. The motion passed unanimously.
- Executive session began at 9:47 a.m.

**XII. Reconvene Regular Session**

Action

- Regular session reconvened at 10:04 a.m.

**XIII. Adjournment**

Action

- The meeting adjourned at 10:04 a.m.