

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 NOVEMBER 17, 2021

I. The meeting was called to order by Chairman Bob Manne at 9:00 a.m.

II. Those in attendance were:

Mr. Bob Manne	Chair
Mr. Frank Turano	Vice Chair
Mr. Herbert Ford	Treasurer
Mr. Jerry Cutrer	Secretary
Mr. Frank Drehwing	Commissioner
Mrs. Patti Soltys	Commissioner
Mr. Stuart Bell	Commissioner

Present by request:

Mr. Pete Nardi	General Manager
Mr. Bill Davis	Operations Manager
Ms. Amy Graybill	Finance Manager
Mrs. Connie Whitehead	Commission Recording Secretary

III. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Herbert Ford.

IV. Public Comment on Non-Agenda Items

None

V. Draft Minutes of the October 27, 2021, Regular Commission Meeting

Key Discussion Points

- Mr. Turano moved to adopt the minutes of the October 27, 2021, regular board meeting as presented. Mr. Bell seconded. The motion passed unanimously.

VI. Emergency Purchasing Authorization

Key Discussion Points

- Mr. Nardi presented a request for retroactive approval of a non-budgeted item in an amount not to exceed \$125,000.
- In October 2021, staff discovered a crushed sanitary sewer main on Ft. Howell Drive in Palmetto Hall. An immediate repair was required to prevent a sanitary sewer overflow.
- Staff is seeking full reimbursement from the contractor responsible for the damage.

Action

- Mr. Drehwing moved to retroactively approve the non-budgeted repair cost not to exceed \$125,000. Mr. Bell seconded. The motion passed unanimously.

VII. FY'22 First Quarter Financial Report

Key Discussion Points

- Ms. Graybill presented the FY'22 First Quarter Financial Report. A copy of which is included in the agenda packet.
- There are some minor changes to the previous format. Some line items under Operation Expenses have been consolidated, and Vehicle Expenses are now under Operations.

VIII. General Manager's Monthly Report

A. General Manager's Report

Key Discussion Points

- Mr. Nardi presented the November General Manager's Report. A copy of which is included in the agenda packet.

B. Measurable Goals

Key Discussion Points

- At the October board meeting, Mr. Bell and Mr. Cutrer were assigned the task of preparing a draft outline of categories for measurable goals. The draft outline was presented to the board and is included in the November agenda packet.

Action

- Mr. Cutrer moved to accept the report of the adhoc committee and direct the general manager to report to the board with measurable goals in December. Mr. Bell seconded. The motion passed unanimously.

C. Proposed 2022 PSD Calendar

Key Discussion Points

- Staff presented the proposed 2022 PSD calendar. Commissioners will review their personal calendars in preparation for a vote in December.
- Ms. Soltys informed the group that she will be out of town Jan. 26.

IX. Commission Officer Nominations

Key Discussion Points

- In accordance with Commission Bylaws, the board made nominations for Commission officers in November and will vote by secret ballot for election in December. The nominations are as follows:
 - Chair: Frank Turano (nominated by Jerry Cutrer)
 - Vice-Chair: Jerry Cutrer (nominated by Frank Turano)
 - Secretary: Bob Manne (nominated by Jerry Cutrer)
 - Treasurer: Herbert Ford (nominated by Patti Soltys), and Stuart Bell (Nominated by Jerry Cutrer)
- Mrs. Whitehead will send ballots to the board by email and present the results at the December meeting.

X. New Business

None

XI. Adjournment

Action

- Mr. Drehwing moved to adjourn the meeting. Mr. Bell seconded. The meeting adjourned at 10:29 a.m.