

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 19, 2025

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

II. Those in attendance were:

Mr. Frank Turano	Chair
Mr. Jerry Cutrer	Vice Chair
Mr. Stuart Bell	Treasurer
Mrs. Patti Soltys	Secretary
Mr. Andy Paterno	Commissioner
Mr. Ibrahim Abdul-Malik	Commissioner
Mr. Michael Marks	Commissioner

Present by request:

Mr. Pete Nardi	General Manager
Mr. Bill Davis	Operations Manager
Ms. Amy Graybill	Finance Manager
Mrs. Emily Sobczak	Greene Finney Cauley, LLP
Mrs. Connie Whitehead	Commission Recording Secretary

Visitors

None

III. Pledge of Allegiance

The Pledge of Allegiance was led by Mr. Frank Turano.

IV. Public Comment on Non-Agenda Items

None

V. Adoption of Draft Minutes of October 22, 2025, Commission Meeting

Action

- Mr. Cutrer moved to adopt the minutes of the October 22, 2025, as presented. Mr. Marks seconded. The motion passed unanimously.

VI. RO Plant Expansion Project Change Order Request

Key Discussion Points

- Staff presented for board consideration a change order request in the amount of \$64,558.85 that has been submitted to the PSD for work related to the RO Plant Expansion Project. The requests are for:
 - A betterment of the electronic control system that operates the RO Plant's membrane units: \$43,186.40
 - Remediation of unsuitable soils at the heavy-duty loading dock and sodium hypochlorite bulk storage tank concrete slabs: \$15,221.40
 - An improvement of a type of valve that is being installed at the sodium hypochlorite storage tank based on supplier recommendation and improvement to the drain piping and valving in the truck loading area at the plant: \$6,151.05.

Action

- Mr. Cutrer moved to approve the change order request for the RO Plant Expansion Project as presented. Mr. Paterno seconded. The motion passed unanimously.

VII. FY'25 Annual Comprehensive Financial Report

Key Discussion Points

- Mrs. Emily Sobczak of Greene Finney Cauley presented the audited financial statements for board review. A copy is included in the agenda packet.

Action

- Mr. Paterno moved to adopt the audited financial statements as presented. Mrs. Soltys seconded. The motion passed unanimously.

VIII. FY'26 First Quarter Financial Report

Key Discussion Points

- Ms. Amy Graybill presented the FY'26 First Quarter Financial Report. A copy is included in the agenda packet.

IX. General Manager's Monthly Report

Key Discussion Points

- Mr. Nardi presented the General Manager's Monthly Report. A copy is included in the agenda packet.
- The Town is considering moving the 911 dispatch center from the PSD's top floor to a new location.

X. 2026 PSD Calendar Adoption

Key Discussion Points

- Mrs. Soltys requested that either or both the January and February meetings be moved to the afternoon. Mr. Bell has an afternoon commitment but can accommodate the change if the meetings are held early afternoon.

Action

- Mr. Bell moved to accept the revised calendar with the January and February meetings held in the afternoon at times to be determined. Mrs. Soltys seconded. The motion passed unanimously.

XI. 2026 Commission Officer Nominations

Key Discussion Points

- The Chairman opened the floor to nominations for 2026 Commission officers.

Action

- Mr. Cutrer moved to nominate the current slate of commission officers to continue to serve in their current seats. Mrs. Soltys seconded. The motion passed unanimously. There were no additional nominations.

XII. New Business

A. Reschedule December Meeting

Action

- Mr. Bell moved to reschedule the December board meeting from Dec. 16 to Dec. 19. Mr. Paterno seconded. The motion passed unanimously.

XIII. Adjournment

Action

- The chairman adjourned the meeting at 10:25 a.m.