

**Beaufort County
Stormwater Management Utility Board
Meeting Agenda September 5, 2012**

**Location: Beaufort Industrial Village (BIV#2)
Beaufort SC, 29906**

- 1) **Call to Order:** Don Smith
 - A. Approve meeting agenda
 - B. Approval of minutes from previous meeting: August 1, 2012
([backup](#))
- 2) **Introductions**
- 3) **Public Comment**
- 4) **Reports**
 - A. SW/Form-based Code – Subcommittee report
 - B. Monitoring Update–Bob Klink
 - C. Upcoming Professional Contracts Report – Dan Ahern ([backup](#))
 - D. Utility Updates – Dan Ahern ([backup](#))
 - E. Maintenance Project Report – Eddie Bellamy ([backup](#))
- 5) **Unfinished Business**
 - A. Regional Coordination – Dan Ahern
- 6) **New Business –**
- 7) **Public Comment**
- 8) **Next Meeting/Agenda** ([backup](#))
- 9) **Adjournment**

Beaufort County Stormwater Management Utility Board (SWMU Board)
Meeting Minutes

August 1, 2012 at 2:00 p.m. in Beaufort County Council Chambers
Draft August 9, 2012

Board Members

Present

John Youmans
Allyn Schneider
Donald Cammerata
Patrick Mitchell
William Bruggeman

Absent

James Fargher
Don Smith

Ex-Officio Members

Present

Andy Kinghorn
Ron Bullman

Absent

Tony Maglione
Scott Liggett

Beaufort County Staff

Dan Ahern
Lori Sexton
Rob McFee
Bob Klink
Eddie Bellamy
Alan Eisenman

Visitors

County Council

1. Meeting called to order – Allyn Schneider

A. Agenda approved

B. July 11, 2012 Minutes were approved as posted

2. Introductions – Completed

3. Public Comment – None

4. Reports –

A. Stormwater (SW)/Form based code – Subcommittee Report

- No actions since last meeting

B. Monitoring Annual Report –Bob Klink

Reported on the outcome of the July 31, 2012 monitoring meeting attended by GEL, USCB, ToHHI and ToB:

- Finally got enough rainfall to take samples
- ToHHI has developed program to monitor Fish Haul Creek to be prepared if State does a TMDL
- Two MOU's will be taken to the Natural Resources Committee on USCB Lab and the Salinity Study
- Plan getting feedback on our monitoring program from CDM to make sure we are getting right mix and whether we need to do more flow monitoring
- Next GEL Monitoring Meeting is September 25, 2012 at 1:30 in the PW Conference Room.

C. Financial Report – Alan Eisenman

The unaudited June financials were reported and a power point presentation was given comparing revenues to budget estimate (\$296,000 less than budgeted); expenses (actual \$394,000 less than

budgeted) and changes in unrestricted fund balance between FY2011 and 2012 (increase of \$319,000). Final financial figures for the FY will be generated after books are closed in September. Revenue received in July and August (60 day accrual) is added to final figures.

D. Upcoming Professional Contracts Report – Dan Ahern

The August report has only one addition and that is a request for a proposal to review our monitoring parameters in light of volume controls. We are monitoring based on what was in the Management Plan and previous guidance from CDM in 2007.

SWIC Review of Management Plan recommended more volume measurement and how this should be incorporated into our monitoring program needs to be determined.

There are no other changes since last report.

E. Utility Updates – Dan Ahern

Webcasts: The next one will be August 15, 2012 titled “Get the Dirt on Stormwater”. New science on soil conditioning. Will tie a lunch and learn from a manufacturer before the webcast.

10 Year Report: The ten year report was presented to the County Council on July 23, 2012 and the auditor’s who conducted the review made a presentation. It is now posted on website

FEMA CRS Class change: Also at the July 23, 2012 meeting, the Administrator announced the final approval of the Change of class from 7 to 6. Stormwater through its management and maintenance efforts earned 699 points of the total 2209 that the county earned. Those in hazardous areas will get another 5% reduction in their insurance.

F. Maintenance Project Reports – Eddie Bellamy

Mr. Bellamy reported on five major projects (1) Alljoy Area; (2) Folly Road Outfall; (3) Dulamo Subdivision; (4) Sea Island Parkway/Halifax Road Outfall and (5) Quail Run Subdivision.

Additionally, reported 33 minor and/or routine maintenance projects which were reported in the shortened format.

5. Unfinished Business –

A. Regional Coordination – Dan Ahern

Nothing to report. Now SWIC meeting. Next SWIC is August 16, 2012

B. Adjustment and Credit Manual

Received limited input on the marked up version of the 2007 manual with proposed changes. We did get input from original author from CDM who had drafted the version before the 2007 manual. This helped in clarifying the intent of the original author. Presented the changes made from the copy given you last month.

- a.** We have eliminated example 2 from the manual (Section 2.2.10). We did get some input that this was confusing and it has lead to some assumptions that commercial properties could obtain credits for just meeting their requirements. Will now only have two examples shown.

There was a question raised on credit manual about the credit offered gravel driveways in Section 2.1.1. The manual allows for credits up to 50% per County Engineer determination. The original author felt after time gravel areas becomes compacted within a year and should be considered impervious but county feels that there are some benefits for these driveways that it should be recognized. It was also noted that different type of pervious surface will have different impacts over time. Limestone gravel tends to form an impervious layer and generally will not get much credit.

- b. The other change was to Section 4.2 on the “Credits appeals board”. The original author said that he anticipated that the stormwater board would function as the appeals board. We have proposed wording to reflect this and allow for municipal input when credit/fee appeals are in municipal jurisdictions. Reported that since the 2007 manual we have only had one appeal that could have required an appeal board review. The board asked about the requirement to have at least one engineer on the appeal board. It was decided to take this out of Section 4.2 and offer contracted technical support if the board requested this. In response to a question from an ex-officio member, all members of the appeals board would be voting members.

The Board proposed, seconded and approved the following motion.

The SW Utility Board concurs, subject to addition of recommended changes to Section 4.2, with the revised Adjustment and Credit Manual revisions and recommends adoption.

6. New Business – None

7. Public Comment – None

8. Next meeting agenda – September 5, 2012 Agenda approved, Board meeting will be held in BIV 2.

9. Meeting adjourned.

Professional Contracts – **September 2012 Report** –

Covers all contracts on track to get approved

Format will be

1. Contact Name
2. Contractor
3. Amount
4. Purpose and Description
5. Status
6. Projects funded from last report

Administrative Parking Lot – Additional Consultant Services; Andrews and Burgess; \$5,000; additional engineering associated with previous pavement and contractor demo assistance and paving contract supervision. Presently on hold till funding is decided.

Upgrade of On-lot Web Program – Create and Solve; estimated \$2,000; Will be a program upgrade to include more bioretention options than rain gardens. We will start when we have time to meet with contractor.

Development of Copper QAPP – GEL; estimated \$10,000; presently we have four copper violations in Port Royal and St Helena Sounds. These violations are based on limited and old sampling. We want to take samples to verify whether these violations still exist. For data to be accepted by DHEC we must develop and get approved a quality assurance project plan (QAPP) on how samples will be taken and analyzed. We are asking GEL to develop this and then the SW Utility will take samples according to this plan.

Projects Funded since Last Report

Joint Monitoring Project - Waddell Mariculture Center/SCDNR; \$16,808; Will be for joint salinity monitoring in May and Okatie Rivers and Battery Creek. Hope to be able get data to see which areas are more sensitive to runoff and measure impacts of retrofits.

Joint Monitoring Project - USCB; \$8,192; Will be for joint salinity monitoring in May and Okatie Rivers and Battery Creek. Hope to be able get data to see which areas are more sensitive to runoff and measure impacts of retrofits.

Review of Select Modeled Road Overtopping – Andrews and Burgess; \$18,000; Will be for overtopping of concerns that are identified by an ongoing watershed review. Have identified two that need review: Paige Point Road and Trask Parkway.

Review of Draft Revisions to Adjustment and Credit Manual – CDM; \$1,100; Staff developed a new draft with wording changes and are asking original developers to conduct a review of changes.

Monitoring Data Review – CDM; \$8,400; presently operating on monitoring protocol developed by CDM before volume control requirements. SWIC review of SWMP indicated a need to develop flow data. Bacteria seem to be overriding issue with stormwater. Need to get recommendations for future monitoring.

UNAUDITED AND PRELIMINARY
BEAUFORT COUNTY, SOUTH CAROLINA
STATEMENT OF NET ASSETS
Stormwater Utility
July 31, 2012 & July 31, 2011

	<u>July 31, 2012</u>	<u>July 31, 2011</u>
<u>ASSETS</u>		
Current Assets		
Cash and Investments with Trustee	\$ 2,147,079	\$ 1,436,901
Receivables, Net	5,590	178,225
Inventories	102,941	119,640
Total Current Assets	<u>2,255,610</u>	<u>1,734,766</u>
Capital Assets	2,798,912	2,896,543
Accumulated Depreciation	<u>(1,820,726)</u>	<u>(1,722,728)</u>
	978,186	1,173,815
Total Assets	\$ 3,233,796	\$ 2,908,581
<u>LIABILITIES</u>		
Liabilities		
Account Payable	50,805	33,032
Accrued Payroll	42,255	37,119
Accrued Compensated Absences	4,470	4,470
Total Current Liabilities	<u>97,530</u>	<u>74,621</u>
Long Term Liabilities		
Accrued Compensated Absences	64,937	70,038
Net Other Postemployment Benefits Obligation	<u>610,780</u>	<u>478,893</u>
Total Long Term Liabilities	675,717	548,931
Total Liabilities	773,247	623,552
<u>NET ASSETS</u>		
Invested in Capital Assets, Net of Related Debt	978,186	1,173,815
Unrestricted	<u>1,482,363</u>	<u>1,111,214</u>
Total Net Assets	<u>\$ 2,460,549</u>	<u>\$ 2,285,029</u>

Unaudited and Preliminary
BEAUFORT COUNTY, SOUTH CAROLINA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS
Stormwater Utility
For the Period Ended July 31, 2012

	Budget FY 2013	July 31, 2012	Budget to Actual	Percent of Budget
Operating Revenues				
Stormwater Utility Fees*	\$ 3,469,180	\$ -	(3,469,180)	0%
Stormwater Utility Project Billings	370,664	-	(370,664)	0%
Interest	11,389	-	(11,389)	0%
Total Operating Revenues	<u>3,851,233</u>	<u>-</u>	<u>(3,851,233)</u>	<u>0%</u>
Operating Expenses				
Personnel	2,014,323	153,570	(1,860,753)	8%
Purchased Services	1,297,125	39,545	(1,257,580)	3%
Supplies	425,660	14,716	(410,944)	3%
Depreciation	273,545	22,796	(250,749)	8%
Total Operating Expenses	<u>4,137,020</u>	<u>230,627</u>	<u>(3,906,393)</u>	<u>6%</u>
Operating Income (Loss)	(285,787)	(230,627)	55,160	81%
Non-Operating Revenues (Expenses)				
Gain (Loss) on Sale of Capital Assets	-	-	-	0%
Total Non-Operating Revenues (Expenses)	<u>-</u>	<u>-</u>	<u>-</u>	<u>0%</u>
Change in Net Assets	(285,787)	(230,627)	55,160	
Net Assets, Beginning	<u>2,691,176</u>	<u>2,691,176</u>		
Net Assets, Ending	<u>\$ 2,405,389</u>	<u>\$ 2,460,549</u>	55,160	102%

NOTE*- According to Governmental Accounting Standards, stormwater utility fees received in July or August are recorded in fiscal year 2012 by the 60-day accrual.

Unaudited and Preliminary
BEAUFORT COUNTY, SOUTH CAROLINA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS
Stormwater Utility
For the Period Ended July 31, 2011

	Budget FY 2012	July 31, 2011	Budget to Actual	Percent of Budget
Operating Revenues				
Stormwater Utility Fees*	\$ 3,344,133	\$ -	(3,344,133)	0%
Stormwater Utility Project Billings	64,278	-	(64,278)	0%
Total Operating Revenues	<u>3,408,411</u>	<u>-</u>	<u>(3,408,411)</u>	<u>0%</u>
Operating Expenses				
Personnel	1,986,780	166,126	(1,820,654)	8%
Purchased Services	720,938	73,699	(647,239)	10%
Supplies	426,223	19,815	(406,408)	5%
Capital Purchases	-	-	-	0%
Depreciation	285,859	49,260	(236,599)	17%
Total Operating Expenses	<u>3,419,800</u>	<u>308,900</u>	<u>(3,110,900)</u>	<u>9%</u>
Operating Income (Loss)	(11,389)	(308,900)	(297,511)	2712%
Non-Operating Revenues (Expenses)				
Gain (Loss) on Sale of Capital Assets	-	-	-	0%
Interest Earned	11,389	-	(11,389)	0%
Total Non-Operating Revenues (Expenses)	<u>11,389</u>	<u>-</u>	<u>(11,389)</u>	<u>100%</u>
Transfers In (Out)	-	-	-	0%
Change in Net Assets	-	(308,900)	(308,900)	-100%
Net Assets, Beginning	<u>2,593,929</u>	<u>2,593,929</u>		
Net Assets, Ending	<u>\$ 2,593,929</u>	<u>\$ 2,285,029</u>	(308,900)	88%

NOTE*- According to Governmental Accounting Standards, stormwater utility fees received in July or August are recorded in fiscal year 2012 by the the 60-day accrual.

Project Summaries

September 2012



Beaufort County Public Works *Stormwater Infrastructure* *Project Summary*

Project: Village Circle

Completed: Jul-12

Project #: 2013-501

Project Total: \$22,695.49

Narrative Description of Project:

Project improved 2,283 L.F. of drainage system. Bush hogged 140 L.F. of outfall ditch and workshelf. Cleaned out 1,690 L.F. of roadside ditch and 240 L.F. of outfall ditch. Jetted (6) crossline pipes, (14) driveway pipes and 213 L.F. of roadside pipe. Installed 140 L.F. of outfall pipe, rip rap and hydroseeded for erosion control

Site Photographs

Before

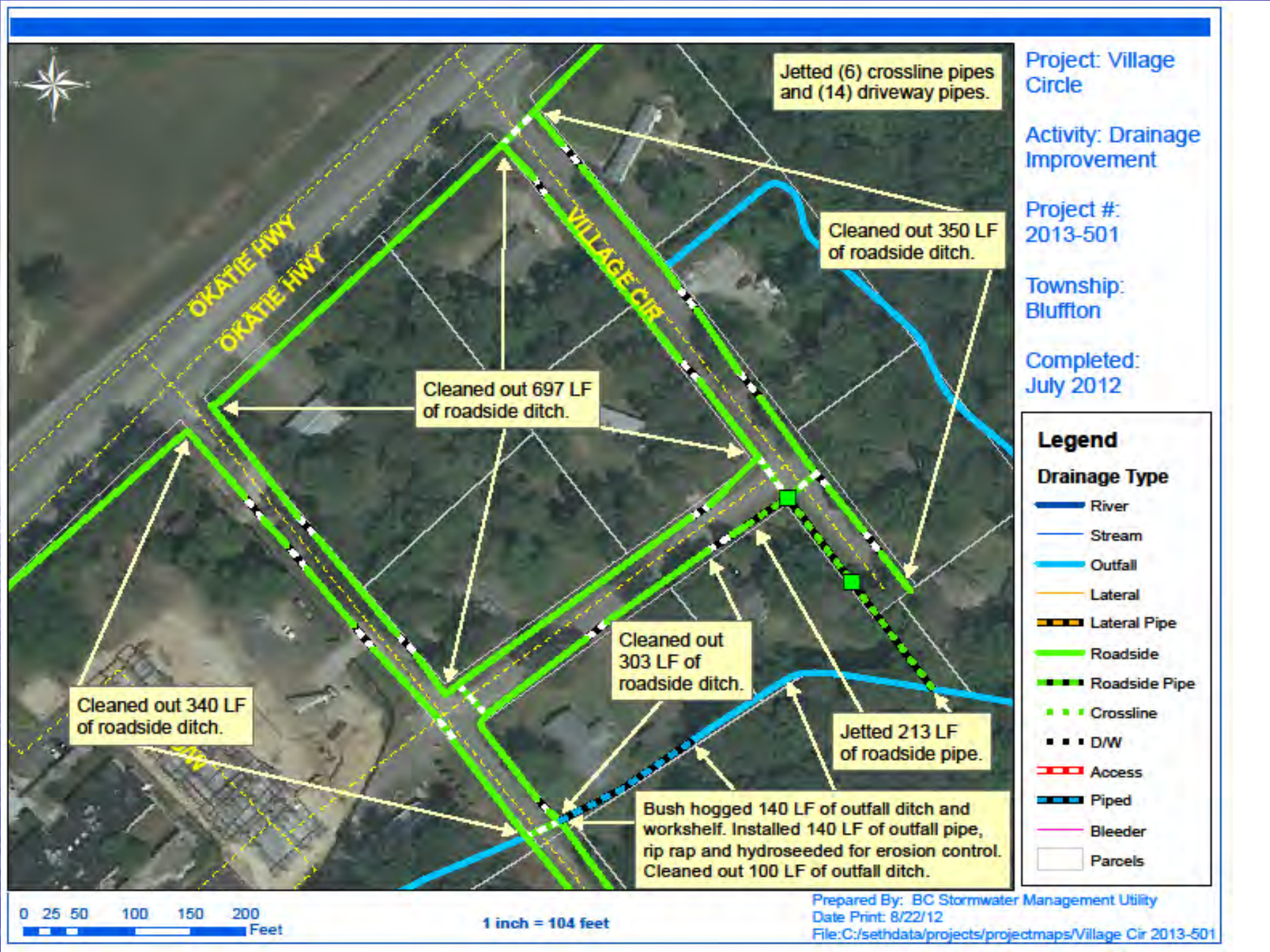


During



After







Beaufort County Public Works *Stormwater Infrastructure* *Project Summary*

Project: Country Manor Phase II

Completed: Jul-12

Project #: 2011-015

Project Total: \$93,713.30

Narrative Description of Project:

Project improved 500 L.F. of drainage system. Grubbed and cleared 500 L.F. of outfall ditch and right of way. Extended (1) driveway pipe. Installed (3) catch basins, 500 L.F. of outfall pipe, rip rap, sod and hydroseeded for erosion control.

Site Photographs

Before



During



After



Project: Country
Manor Phase II

Activity: Drainage
Improvement

Project #:
2011-015

Township: Port
Royal Island

Completed:
July 2012



Small Drainage Projects

- Lady's Island Valley Drains
Oct. 11– Lady's Island
 - Cleaned valley drains on Rue DuBois, Friendship Lane, and Ethel Grant Lane; totaling 5,916 ft.

Small Drainage Projects

- St. Helena Island Valley Drains
Oct. 11 – St. Helena Island
 - Cleaned the valley drains on Luther Warren Drive, Chisholm Road, Levant Byas Road, and Mattis Drive; totaling 13,720 ft.

Small Drainage Projects

- Port Royal Island Valley Drains
Nov. 11 – Port Royal Island
 - Cleaned out 25,773 ft. of valley drains on 13 different roads.

Small Drainage Projects

- Scott Hill Road Outfall
May 12 – St. Helena Island
 - Shinn cut the back slope of 3,115 ft. of outfall ditch.

Small Drainage Projects

- St. Helena Island Bush Hog
May 12 – St. Helena Island
 - Bush hogged 90,019 ft. of outfall and roadside ditches, and used the string trimmer around the catch basins. Total cost was \$36,904 or \$.41 per linear foot.

Small Drainage Projects

- Lady's Island Bush Hog
May 12 – Lady's Island
 - Bush hogged 28,775 ft. of outfall and roadside ditches, and trimmed around the catch basins. Total cost was \$13,720 or \$.48 per linear foot.

Small Drainage Projects

- Port Royal Island Bush Hog
Jun. 12 – Port Royal Island
 - Bush hogged 43,561 ft. of outfall and roadside ditches, and trimmed around the catch basins. Total cost was \$22,124 or \$.51 per linear foot.

Small Drainage Projects

- Ball Park Road
 - Jul. 12 – Port Royal Island
 - Replaced (1) crossline pipe and installed rip rap for erosion control.

Small Drainage Projects

- Bluffton Parkway at Master's Way
Jul. 12 – Bluffton
 - Corrected a flooding issue by grubbing, clearing, and cleaning out 20 ft. of outfall ditch, cleaning out (2) catch basins, and jetting 254 ft. of roadside pipe.

Small Drainage Projects

- Audubon Woods

Jul. 12 – Port Royal Island

- Bush hogged 672 ft. of outfall ditch and work shelf, grubbed and cleared another 261 ft. of outfall ditch, cleaned out additional 411 ft. of outfall and 549 ft. of roadside ditch. Installed a bleeder pipe, jetted (4) crossline, (6) driveways, and (1) access pipe.

Small Drainage Projects

- Hodge Drive Outfall
Jul. 12 – Port Royal Island
 - Reconstructed 38 ft. of work shelf.

Small Drainage Projects

- L.H. Nelson Drive Outfall
Jul. 12 – Port Royal Island
 - Reconstructed 235 ft. of workshelf.

Small Drainage Projects

- George Williams Lane Outfall
Jul. 12 – Sheldon
 - Reconstructed 165 ft. of workshelf.

Small Drainage Projects

- Mamie Frazier Lane
Jul. 12 – Port Royal Island
 - Bush hogged 609 ft. of outfall ditch and work shelf, cleaned out 551 ft. of outfall and 830 ft. of roadside ditches. Also jetted out (1) access, (3) crossline, (3) driveways, and 38 ft. of roadside pipes..

Small Drainage Projects

- Burton Wells Complex Tree Removal
Jul. 12 – Port Royal Island
 - Removed a fallen tree from workshelf.

Small Drainage Projects

- Chisholm, David Green, and Capers
Island Roads Intersection
Aug. 12 – St. Helena Island
 - Cleaned out 308 ft. of roadside ditch
and jetted (2) crossline pipes.

Small Drainage Projects

- Telfair Drive Tree Removal
Aug. 12 – Lady's Island
 - Removed fallen trees from the outfall ditch and road.

**Beaufort County
Stormwater Management Utility Board
Meeting Agenda October 3, 2012**

**Location: Beaufort Industrial Village (BIV#2)
Beaufort SC, 29906**

- 1) **Call to Order:** Don Smith
 - A. Approve meeting agenda
 - B. Approval of minutes from previous meeting: September 3, 2012
- 2) **Introductions**
- 3) **Public Comment**
- 4) **Reports**
 - A. SW/Form-based Code – Subcommittee report
 - B. Monitoring Update–Bob Klink
 - C. Upcoming Professional Contracts Report – New SW Manager
 - D. Utility Updates – New SW Manager
 - E. Maintenance Project Report – Eddie Bellamy
- 5) **Unfinished Business**
 - A. Regional Coordination – New SW Manager
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- 8) **Next Meeting/Agenda**
- 9) **Adjournment**