

BEAUFORT COUNTY
STORMWATER MANAGEMENT UTILITY BOARD
Wednesday, October 3, 2012
2:00 p.m.
Conference Room, Building 2, Beaufort Industrial Village
102 Industrial Village Road, Beaufort
843.255.2801

In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, all local media was duly notified of the time, date, place and agenda of this meeting.

1. CALL TO ORDER – 2:00 p.m.
 - A. Approval of Agenda
 - B. Approval of Minutes – September 5, 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 Update – Statement of Net Assets – Dan Ahern ([backup](#))
 - E. Utility Update – Board Budget/Financial Budget ([backup](#))
 - F. Maintenance Project Report – Eddie Bellamy ([backup](#))
 5. UNFINISHED BUSINESS
 - A. Regional Coordination – Dan Ahern
 6. NEW BUSINESS
 - A. USCB Lab Funding – Dan Ahern
 7. PUBLIC COMMENT
 8. NEXT MEETING AGENDA
 - A. November 7, 2012 ([backup](#))
- B. ADJOURNMENT



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

September 5, 2012 at 2:00 p.m. in Beaufort County Council Chambers
Draft September 6, 2012

Board Members

Present

John Youmans
Allyn Schneider
Donald Cammerata
Patrick Mitchell
William Bruggeman
Don Smith

Absent

James Fargher

Ex-Officio Members

Present

Andy Kinghorn
Ron Bullman
Scott Liggett

Absent

Tony Maglione

Beaufort County Staff

Dan Ahern
Lori Sexton
Rob McFee
Bob Klink
Eddie Bellamy

Visitors

Reed Armstrong
Laura Lee Rose

County Council

1. Meeting called to order – Don Smith

- A. Agenda approved
- B. August 1, 2012 Minutes were approved as posted

2. Introductions – Completed

3. Public Comment – Chairman recognized board member John Youmans for his recent state swimming records.

4. Reports –

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

- No actions since last meeting

B. Monitoring Annual Report –Bob Klink

Short report this month:

- MOU with USCB has been approved by the County Council on August 13, 2012
- Next GEL Monitoring Meeting is September 25, 2012 at 1:30 in the PW Conference Room.
- CDM Smith has been asked to review the current monitoring program to make suggestions for any needed changes. CDM developed the original monitoring program.

C. Upcoming Professional Contracts Report – Dan Ahern

The September report had only one addition and that is a request for a proposal from GEL to develop a Quality Assurance Project Plan or QAPP to submit to DHEC to take Open Water Copper samples. As we have discussed before, we have some copper violations in Port Royal and St Helena Sound.

We have determined that these violations are based on limited and old data. It is difficult to plan actions for copper reductions when the violations are essentially ocean violations. We have determined that we can use the Public Works boat and take samples but need an approved QAPP for DHEC to accept the results. Depending on results we will either:

- request violations be removed or
- Confirm violation and then wait till DHEC develops a TMDL to clean up the ocean.

A number of the previously reported proposals have been approved.

In response to questions, the State is doing very little metal monitoring

D. Utility Updates – Dan Ahern

Webcasts: The next one will be the rescheduled September 19, 2012 webcast titled “Get the Dirt on Stormwater”. It will be scheduled for BIV #2.

Financial Reports: Were attached with the agenda

StormCon Presentation: Bob Klink and Dan Ahern presented the Beaufort County volume controls on September 23, 2012 at this national conference. It was well received and we have been asked by Stormwater Magazine to publish our article in a future issue. Requested and obtained permission to do an encore presentation of the StormCon under new business to see if we can record it for the County Channel.

Balance Utilization Plan: Passed out our Balance Utilization Plan that was submitted in July based on a request from senior management. We have received word on August 21, 2012 that the County wants to proceed. We have had a long history of trying to determine the appropriate reserve for the Utility and it appears that we have now got guidance on a goal to manage to. It will fit well with our watershed restoration initiative. I will ask Carolyn Wallace and Alan Eisenman to explain this in more detail at the November board meeting.

Succession Plan: I will be transitioning to a part time work schedule this month. Rob McFee is managing the selection process for the new SW Manager. In response to board questions, he said that he expects to have a new SW manager in position in 6 to 8 weeks.

E. Maintenance Project Reports – Eddie Bellamy

Mr. Bellamy reported on two major projects (1) Village Circle and (2) Country Manor. Additionally, reported 17 minor and/or routine maintenance projects which were reported in the shortened format. Discussed valley drains which are paved ditches at the side of the road where we do not have sufficient right of way for a ditch. Also discussed the Utility’s Shin Cutter and how it operates. Also discussed mosquito control and stormwater’s role in prevention West Nile Virus.

5. Unfinished Business –

A. Regional Coordination – Dan Ahern

The SWIC met on August 16, 2012 and shared restoration initiatives in our priority watersheds. Next meeting will September 20, 2012 where we hope to discuss LIDAR with Dan Morgan of County’s MIS department.

Chairman asked about status of Military Fee Issue. Utility is still waiting for response from Navy on information that we sent to them in response to their questions. We are waiting on Navy response before going further with the Marine Corps.

6. New Business – Dan Ahern and Bob Klink gave an encore presentation of the paper presented at StormCon 2012. The presentation was *Integrating Stormwater Quantity and Quality Requirements*. It is hoped that this presentation will be posted as a reference for local citizens. It was mentioned that Beaufort County is further ahead on water quality controls than most communities and it is due in great part to the local citizens concern for their local waters.

7. Public Comment – None

8. Next meeting agenda – October 3, 2012 Agenda approved, Board meeting will be held in BIV 2.

9. Meeting adjourned.

Professional Contracts – **October 2012 Report** – draft September 26, 2012

Covers all contracts on track to get approved

Format will be

1. Contact Name; Contractor; Amount; Purpose and Description; Status
2. Projects funded from last report

Administrative Parking Lot – Additional Consultant Services; Andrews and Burgess; \$5,000; additional engineering associated with pervious 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. (now on hold)

Monitoring Contract Extensions- GEL – Two contracts for estimated \$8,000 and for \$95,000; Current contract period ends October 31, 2012 and at the September 25, 2012 monitoring meeting we requested two proposals because a large proposal could not be processed for approval in this time frame. We plan to approve the small contract to extent to end of November while large contract goes through required council approvals. Contract for GEL will be terminated when USCB is capable of performing monitoring.

Projects Funded since Last Report

None

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

	August 31, 2012	August 31, 2011
<u>ASSETS</u>		
Current Assets		
Cash and Investments with Trustee	\$ 1,979,463	\$ 1,289,449
Receivables, Net	5,590	108,120
Inventories	102,941	119,640
Total Current Assets	2,087,994	1,517,209
Capital Assets		
Capital Assets	2,798,912	2,896,543
Accumulated Depreciation	(1,843,522)	(1,721,098)
	955,390	1,175,445
Total Assets	\$ 3,043,384	\$ 2,692,654
<u>LIABILITIES</u>		
Liabilities		
Account Payable	45,734	55,916
Accrued Payroll	49,042	15,192
Accrued Compensated Absences	4,470	4,470
Total Current Liabilities	99,246	75,578
Long Term Liabilities		
Accrued Compensated Absences	64,937	70,038
Net Other Postemployment Benefits Obligation	619,643	481,898
Total Long Term Liabilities	684,580	551,936
Total Liabilities	783,826	627,514
<u>NET ASSETS</u>		
Invested in Capital Assets, Net of Related Debt	955,390	1,175,445
Unrestricted	1,304,168	889,695
Total Net Assets	\$ 2,259,558	\$ 2,065,140

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

	Budget FY 2013	August 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%
Total Operating Revenues	<u>3,851,233</u>	<u>-</u>	<u>(3,851,233)</u>	<u>0%</u>
Operating Expenses				
Personnel	2,014,323	314,747	(1,699,576)	16%
Purchased Services	1,297,125	68,826	(1,228,299)	5%
Supplies	425,660	44,923	(380,737)	11%
Depreciation	273,545	45,592	(227,953)	17%
Total Operating Expenses	<u>4,010,653</u>	<u>474,088</u>	<u>(3,536,565)</u>	<u>12%</u>
Operating Income (Loss)	(159,420)	(474,088)	(314,668)	297%
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>0%</u>
Change in Net Assets	(159,420)	(474,088)	(314,668)	
Net Assets, Beginning	<u>2,733,646</u>	<u>2,733,646</u>		
Net Assets, Ending	<u>\$ 2,574,226</u>	<u>\$ 2,259,558</u>	(314,668)	88%

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 August 31, 2011

	Budget FY 2012	August 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	316,674	(1,670,106)	16%
Purchased Services	720,938	102,524	(618,414)	14%
Supplies	426,223	61,961	(364,262)	15%
Capital Purchases	-	-	-	0%
Depreciation	285,859	47,630	(238,229)	17%
Total Operating Expenses	<u>3,419,800</u>	<u>528,789</u>	<u>(2,891,011)</u>	<u>15%</u>
Operating Income (Loss)	(11,389)	(528,789)	(517,400)	4643%
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	-	(528,789)	(528,789)	-100%
Net Assets, Beginning	<u>2,593,929</u>	<u>2,593,929</u>		
Net Assets, Ending	<u>\$ 2,593,929</u>	<u>\$ 2,065,140</u>	(528,789)	80%

NOTE*- According to Governmental Accounting Standards, stormwater utility fees received in July or August are recorded in fiscal year 2011 by the the 60-day accrual.

Stormwater Board Budget/Financial Reporting

Draft September 25, 2012

Schedule of Stormwater Board Financial/Budget Meetings By Fiscal Year – July 1 to June 30

August – Preliminary unaudited financials from previous Fiscal Year

November/December – Previous FY Comparison - Budget versus Actual

- FY2013 will also have a balance utilization plan presentation
- First quarter financials

December - Proposed Utility Goals for next FY budget

February – midyear financials

April – Proposed next FY budget

May – 3rd quarter financials

June - Next FY budget for approval – Budget will then be taken to County Council Finance Committee and Council for approval

Project Summaries

October 2012



Beaufort County Public Works *Stormwater Infrastructure* Project Summary

Project: Coursen -Tate Memorial Park

Completed: Aug-12

Project #: 2013-007

Project Total: \$21,654.33

Narrative Description of Project:

Piped in swale at Coursen Tate Memorial Park.

Site Photographs

Before



During



After



Project: Coursen
Tate Memorial Park

Activity: Drainage
Improvement

Project #:
2013-007

Township: Lady's
Island

Completed:
August 2012

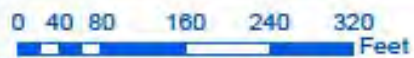
Repaired washouts. Installed
straw mats for erosion control.

Installed 340 LF of
outfall pipe and rip
rap for erosion control.

Legend

Drainage Type

- River
- Stream
- Outfall
- Lateral
- Lateral Pipe
- Roadside
- Roadside Pipe
- Crossline
- D/W
- Access
- Piped
- Bleeder
- Parcels



1 inch = 167 feet



Beaufort County Public Works *Stormwater Infrastructure* Project Summary

Project: DSS Parking Lot

Completed: Aug-12

Project #: 2013-515

Project Total: \$25,306.19

Narrative Description of Project:

Removed asphalt to repair (2) catch basins, separated joints and recompact sinkhole. Jetted 92 L.F. of outfall pipe. Resurfaced constructed area.

Site Photographs

Before



During



After



Project: DSS
Parking Lot Map 1

Activity: Vacuum
Truck

Project #:
2013-515














Township: Port
Royal Island

Completed:
August 2012



Legend

Drainage Type

-  River
-  Stream
-  Outfall
-  Lateral
-  Lateral Pipe
-  Roadside
-  Roadside Pipe
-  Crossline
-  DW
-  Access
-  Piped
-  Bleeder
-  Parcels

0 15 30 60 90 120
Feet

1 inch = 67 feet

Prepared by: BC Stormwater management Utility

Date Print: 9/24/12

File: C:/sethdata/projects/projectmaps/Vac/DSS parking lot 2013-515

Project: DSS
Parking Lot Map 2

Activity: Vacuum
Truck

Project #:
2013-515











Township: Port
Royal Island

Completed:
August 2012



Legend

Drainage Type

-  River
-  Stream
-  Outfall
-  Lateral
-  Lateral Pipe
-  Roadside
-  Roadside Pipe
-  Crossline
-  DW
-  Access
-  Piped
-  Bleeder
-  Parcels

0 12.5 25 50 75 100
Feet

1 inch = 51 feet

Prepared by: BC Stormwater Management Utility

Date Print: 9/24/12

File: C:/sethdata/projects/projectmaps/Vac/DSS parking lot 2013-515



Beaufort County Public Works *Stormwater Infrastructure* Project Summary

Project: Southern Magnolia Drive

Completed: Sep-12

Project #: 2013-517

Project Total: \$29,729.83

Narrative Description of Project:

Project improved 182 L.F. of drainage system. Grubbed and cleared 79 L.F. of outfall ditch. Cleaned out 30 L.F. of roadside ditch. Installed 152 L.F. of dual outfall pipes. Replaced 8 L.F. of driveway pipe. Repaired (1) driveway and washout. Jetted (2) crossline pipes, (2) driveway pipes and 152 L.F. of dual outfall pipes. Installed rip rap and hydroseeded for erosion control.

Site Photographs

Before



During



After



Project: Southern Magnolia Drive
Map 1

Activity: Drainage Improvement

Project #:
2013-517





Township: Lady's
Island

Completed:
September 2012



Legend

Drainage Type

-  River
-  Stream
-  Outfall
-  Lateral
-  Lateral Pipe
-  Roadside
-  Roadside Pipe
-  Crossline
-  DW
-  Access
-  Piped
-  Bleeder
-  Parcels



1 inch = 73 feet

Project: Southern
Magnolia Drive
Map 2

Activity: Vacuum
Truck

Project #:
2013-517














Township: Lady's
Island

Completed:
September 2012



Legend

Drainage Type

-  River
-  Stream
-  Outfall
-  Lateral
-  Lateral Pipe
-  Roadside
-  Roadside Pipe
-  Crossline
-  D/W
-  Access
-  Piped
-  Bleeder
-  Parcels

Small Drainage Projects

- Shanklin Road Water Quality Retrofit
Aug. 12– Port Royal Island
 - Cleaned out 330 ft. of outfall ditch, installed a check dam and small bleeder pipe to slow down the water coming from a watershed of about 600 acres.

Small Drainage Projects

- Port Royal Island Bush Hog
Aug. 12 – Port Royal Island
– Bush hogged 82,869 ft. of outfall ditches. Total cost was \$39,028 or \$.47 per linear foot.

Small Drainage Projects

- Coosaw River Drive
Aug. 12 – Lady's Island
– Cleaned out 633 ft. of roadside ditch
and jetted out (6) driveway pipes.

Small Drainage Projects

- Pickens Street Outfall
Aug. 12 – Lady's Island
– Removed a fallen tree from the work shelf and cleaned out 576 ft. of outfall ditch.

Small Drainage Projects

- Holly Hall Road Outfall
Aug. 12 – Lady's Island
– Cleaned out 421 ft. of outfall ditch and jetted out (2) crossline pipes.

Small Drainage Projects

- Deveaux Road Outfall
Aug. 12 – Lady's Island
– Bush hogged and cleaned out 628 ft. of work shelf and outfall ditch.

Small Drainage Projects

- Burton Wells Parking Lot
Aug. 12 – Lady's Island
– Cleaned out and repaired (2) catch basins, and repaired (2) sinkholes.

Small Drainage Projects

- Blackburn Pierce Drive
Aug. 12 – Port Royal Island
 - Replaced 55 ft. of outfall pipe that was crushed/clogged and installed rip rap for erosion control.

Small Drainage Projects

- VFW Outfall
 - Aug. 12 – Port Royal Island
 - Removed a hazardous tree from the work shelf.

Small Drainage Projects

- Young Circle
Aug. 12 – Port Royal Island
– Cleaned out 325 ft. of outfall ditch.

Small Drainage Projects

- Gillison Loop Outfall
Aug. 12 – Port Royal Island
– Bush hogged and cleaned out 193 ft. of outfall ditch and repaired (1) washout.

Small Drainage Projects

- Huron Drive Outfall
Aug. 12 – Port Royal Island
 - Bush hogged 596 ft. of outfall ditch and work shelf and cleaned out another 490 ft. of outfall ditch.

Small Drainage Projects

- Country Manor (Rework)
Sept. 12 – Port Royal Island
 - Went back and raised the elevation of one of the catch basins that we installed in July. It was set a little too low and was causing erosion issues.

Small Drainage Projects

- Christine Drive
Sept. 12 – Lady's Island
 - Replaced a failed crossline pipe and installed rip rap for erosion control.

Small Drainage Projects

- Shiney Road
Sept. 12 – St. Helena Island
 - Replaced a crossline pipe with smaller twin pipes and raised the elevation so that the outfall ditch would function properly.

Small Drainage Projects

- Shanklin Road Outfall
Sept. 12 – Port Royal Island
– Cleaned out 1,570 ft. of outfall ditch.

Small Drainage Projects

- Alumni Road Outfall
Sept. 12 – Lady's Island
– Cleaned out 3,395 ft. of outfall ditch.

Small Drainage Projects

- Harding Street Outfall
Sept. 12 – Port Royal Island
 - Removed blockage from around a flap gate and cleaned out 225 ft. of outfall ditch.

Small Drainage Projects

- Backache Acres
Sept. 12 – Sheldon
 - Removed a fallen tree from the ditch flow line and installed (2) bleeder pipes.

**Beaufort County
Stormwater Management Utility Board
Meeting Agenda November 7, 2012**

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

September 26, 2012 draft,

- 1) **Call to Order:** Don Smith
 - A. Approve meeting agenda
 - B. Approval of minutes from previous meeting: October 3, 2012

- 2) **Introductions**

- 3) **Public Comment**

- 4) **Reports**
 - A. SW/Form-based Code – Subcommittee report
 - B. Monitoring Update–Bob Klink
 - C. Financial Report – Alan Eisenman
 - D. Upcoming Professional Contracts Report – New SW Manager
 - E. Utility Updates – New SW Manager
 - F. Maintenance Project Report – Eddie Bellamy

- 5) **Unfinished Business**
 - A. Regional Coordination – New SW Manager
 - B. Balance Utilization Plan – Alan Eisenman and Carolyn Wallace

- 6) **New Business** –
 - A. FY2012 Budget Comparison – Carolyn Wallace

- 7) **Public Comment**

- 8) **Next Meeting/Agenda**

- 9) **Adjournment**