



BEAUFORT COUNTY
STORMWATER MANAGEMENT UTILITY BOARD

Wednesday, July 3, 2013

2:00 p.m.

Beaufort Industrial Village, Building 2 Conference Room
102 Industrial Village Road, Beaufort
843.255.2801

In accordance with South Carolina Code of Laws, 1976, as amended, Section 30-4-80(d), 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 – June 5, 2013 ([backup](#))
2. INTRODUCTIONS
3. PUBLIC COMMENT
4. REPORTS
 - A. Monitoring Update
 - B. Utility Update
 - C. Upcoming Professional Contracts Report – Rob McFee
 - D. Financial Report ([backup](#))
 - E. Maintenance Project Report – Eddie Bellamy ([backup](#))
5. UNFINISHED BUSINESS
 - A. Regional Coordination – Rob McFee
6. NEW BUSINESS
7. PUBLIC COMMENT
8. NEXT MEETING AGENDA
 - A. August 7, 2013 ([backup](#))
9. ADJOURNMENT



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

June 5, 2013 at 2:00 p.m. in Beaufort Industrial Village Building #2 Conference Room
Draft June 11, 2013

Board Members

Present

Don Smith
James Fargher
Donald Cammerata
Allyn Schneider
Patrick Mitchell

Absent

William Bruggeman
John Youmans

Ex-Officio Members

Present

Andy Kinghorn
Scott Liggett
Ron Bullman

Absent

Tony Maglione

Beaufort County Staff

Robert McFee
Robert Klink
Eddie Bellamy
Lori Sexton

Visitors

Laura Lee Rose, Clemson Extension
Paul Moore, Ward Edwards
Swinton Anderson, Distant Island Resident

1. Meeting called to order – Don Smith

- A. Agenda approved.
- B. June 5, 2013 Minutes were approved as posted.

2. Introductions – Completed.

3. Public Comment – Swinton Anderson said he has watched three houses over the last three years be built without the silt fencing properly installed resulting in silt running off in to the receiving waters. Now there are two more houses being constructed and he is concern with the improperly installed silt fencing. When he approached the builder he would not acknowledge the issue. He spoke to the developer. He began to call around the county and the City of Beaufort to find the responsible party to inspect. He finally reached the county’s building codes department that provided information and said that they would send someone to inspect.

Mr. Bellamy said if Mr. Anderson would give him the locations and the contractor and developer’s names that he would get the information to the appropriate personnel. Mr. Kinghorn said he would notify the appropriate city personnel.

4. Reports –

- A. **Monitoring Update –** Bob Klink: Monitoring meeting was held May 28, 2013 at 1:30pm in the PW conference room. Following are the highlights reported from the meeting:
 - Sampling - No sampling in May because there were no significant rain events.
 - Water Budget Study - Danny Polk continues to work with Dr. Badr to gather data. They are having some minor issues but they are working through them.
 - Okatie East Retrofit Project – should get nationwide permit very soon.

- Open Water Copper Sampling - The results of the copper sampling from the Broad River exceeded regulatory requirements. The county will not be providing a quality assurance project plan with the river already being impaired. They will be sampling Coosaw River this month and probably report on the results in August.
- University of South Carolina – Beaufort (USCB) Laboratory – All the equipment has been purchased except the ICPMF which is a very expensive piece of equipment and they will go out for bids for it. As soon as they get all of the equipment they will begin testing and then during the next year they will be pursuing certification.
- Next monitoring meeting is July 30, 2013 at 1:30pm in the PW conference room.

B. Utility Updates –

- Bob Klink: SCDNR has received a grant for the salinity study. It will start in the fall and SCDNR would like to come to a board meeting during the summer and explain the details of the study.
- Bob Klink: Next stormwater webcast titled “Mastering the Language of Talking to Elected Officials” will be June 19, 2013 from 12 noon until 2:00pm in the BIV #2 conference room.

C. Upcoming Professional Contracts Report – Robert McFee: There are no new engineering contracts.

D. Financial Reports – Copies of the April Stormwater financials were provided by Alan Eisenman and attached to the board’s packet. In viewing the financials, there was a question about where the equipment for the USCB lab is being allocated from and Mr. McFee said Mr. Eisenman was not present to answer but the equipment had been allocated from the SW Utility in accordance with the agreement between the county and USCB.

E. Maintenance Projects Report – Eddie Bellamy: Mr. Bellamy reported on (3) major projects: Toomer Road Outfall, Seabrook Road Outfall, and Wade Hampton Drive Outfall. He also presented (9) minor and/or routine maintenance projects in a shortened format.

F. Stormwater Manager Status – Robert McFee: There has been no movement to fill the vacant position. However they are issuing a Request for Proposal (RFP) for an engineering firm within the next three to four weeks to alleviate the bottleneck with the retrofit projects. But the specifications may include other elements such as inspection, outreach, design, etc. Mr. Smith asked who would manage the update to the management plan in 2016. Mr. McFee explained that the original plan was developed by Thomas & Hutton and the update would be too large for a SW manager to manage and an engineering firm would have to be hired. Mr. Smith also asked who would manage the measures when the county is designated as a MS4. Mr. McFee said that has been discussed previously with the municipalities during the SWIC meetings and they agree that it would be best to hire a consultant for some of the requirements. Also the work that could be accomplished by the utility, much of it has already been implemented.

5. Unfinished Business –

A. Regional Coordination – Robert McFee: Battery Creek retrofit project - The scope of services has been developed. The city is presently interviewing for an engineering firm. Last week the city applied for a 319 Grant.

Administrative Building Retrofit – This has been designed and will be advertised later this summer for construction this fall.

Okatie East retrofit project – The last easement needed has been attained. Paul Moore said we have received the nationwide permit and the NPDES permit from OCRM. They have also received the

Town of Bluffton encroachment permit. The easement has to be recorded and then we will have everything needed. Mr. Moore and Mr. Bellamy will be meeting tomorrow to get started.

Highway 278 project – The three major infiltration ponds are fully permitted but there are some issues with the largest pond immediately adjacent to Barrel Landing Road on the left side of the Okatie River. He said that this is also a project that will probably be constructed in-house by the Infrastructure section.

Stoney Creek retrofit – There has been discussion between him and Mr. Bullman how to pursue this project. This large watershed that has been monitored for volume and concentration and by all indications this retrofit project would have a positive effect on the May River. Mr. Bullman said the Town of Bluffton has been pursuing this project for several years but some of the property owners have not been very cooperative so they are now trying to work with the county on this. He will be presenting on this project next week to the Natural Resources Committee.

6. New Business – None.

7. Public Comment – Mr. Anderson asked for clarification of the inspection requirement for silt fence installation. Mr. McFee said explained that all construction projects must have an engineered erosion control plan. During the inspection process some projects have the engineer of record get there to make the inspection, some time the contractor will be certified to make the inspection, but some projects don't have anyone to inspect. But administratively the county and municipalities could do a more coordinated job in inspecting and the county is presently discussing this issue.

Mr. Liggett asked if the SW manager position was one of the fifty positions that was mentioned previously that may not be filled in the coming fiscal year. Mr. McFee said no and also mentioned the SW manager's position is not funded in the general fund but is funded by the enterprise fund.

Mr. Liggett said that he was erroneously listed as absent at the May board meeting and he asked if a motion had to be made to changed or could it be changed administratively. They agreed it would be administratively changed.

8. Next Meeting Agenda – The agenda for July 3, 2013 was approved.

9. Meeting Adjourned.

UNAUDITED AND PRELIMINARY
BEAUFORT COUNTY, SOUTH CAROLINA
STATEMENT OF NET ASSETS
Stormwater Utility
May 31, 2013 & May 31, 2012

	<u>May 31, 2013</u>	<u>May 31, 2012</u>
<u>ASSETS</u>		
Current Assets		
Cash and Investments with Trustee	\$ 2,833,274	\$ 2,471,177
Receivables, Net	39,282	59,752.00
Inventories	102,941	119,640
Prepayments	14,293	20,202
Total Current Assets	<u>2,989,790</u>	<u>2,670,771</u>
Capital Assets	2,853,804	2,798,912
Accumulated Depreciation	<u>(2,080,054)</u>	<u>(1,775,768)</u>
	773,750	1,023,144
Total Assets	\$ 3,763,540	\$ 3,693,915
<u>LIABILITIES</u>		
Liabilities		
Account Payable	24,225	56,802
Accrued Payroll	76,654	39,058
Accrued Compensated Absences	6,247	4,470
Total Current Liabilities	<u>107,126</u>	<u>100,330</u>
Long Term Liabilities		
Accrued Compensated Absences	63,160	70,038
Net Other Postemployment Benefits Obligation	<u>699,410</u>	<u>594,398</u>
Total Long Term Liabilities	762,570	664,436
Total Liabilities	869,696	764,766
<u>NET ASSETS</u>		
Invested in Capital Assets, Net of Related Debt	773,750	1,023,144
Reserved for Encumbrances	265,384	205,525
Unrestricted	<u>1,854,710</u>	<u>1,700,480</u>
Total Net Assets	<u>\$ 2,893,844</u>	<u>\$ 2,929,149</u>

Unaudited and Preliminary
 BEAUFORT COUNTY, SOUTH CAROLINA
 STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS
 Stormwater Utility
 For the Period Ended May 31, 2013

	Budget FY 2013	May 31, 2013	Budget to Actual	Percent of Budget
Operating Revenues				
Stormwater Utility Fees	\$ 3,469,180	\$ 2,979,720	(489,460)	86%
Stormwater Utility Project Billings	370,664	57,746	(312,918)	16%
Total Operating Revenues	<u>3,839,844</u>	<u>3,037,466</u>	<u>(802,378)</u>	<u>79%</u>
Operating Expenses				
Personnel	2,014,323	1,671,711	(342,612)	83%
Purchased Services	1,296,188	702,785	(593,403)	54%
Supplies	426,597	263,586	(163,011)	62%
Depreciation	273,545	239,186	(34,359)	87%
Total Operating Expenses	<u>4,010,653</u>	<u>2,877,268</u>	<u>(1,133,385)</u>	<u>72%</u>
Operating Income (Loss)	(170,809)	160,198	331,007	-94%
Non-Operating Revenues (Expenses)				
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)	160,198	319,618	-100%
Net Assets, Beginning	<u>2,733,646</u>	<u>2,733,646</u>		
Net Assets, Ending	<u>\$ 2,574,226</u>	<u>\$ 2,893,844</u>	319,618	112%

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

	Budget FY 2012	May 31, 2012	Budget to Actual	Percent of Budget
Operating Revenues				
Stormwater Utility Fees	\$ 3,344,133	\$ 3,035,895	(308,238)	91%
Stormwater Utility Project Billings	64,278	60,151	(4,127)	94%
Total Operating Revenues	<u>3,408,411</u>	<u>3,096,046</u>	<u>(312,365)</u>	91%
Operating Expenses				
Personnel	1,986,780	1,648,672	(338,108)	83%
Purchased Services	770,938	592,777	(178,161)	77%
Supplies	426,223	308,481	(117,742)	72%
Depreciation	285,859	260,896	(24,963)	91%
Total Operating Expenses	<u>3,469,800</u>	<u>2,810,826</u>	<u>(658,974)</u>	81%
Operating Income (Loss)	(61,389)	285,220	346,609	-465%
Non-Operating Revenues (Expenses)				
Gain (Loss) on Sale of Capital Assets	50,000	50,000	-	100%
Interest Earned	11,389	-	(11,389)	0%
Total Non-Operating Revenues (Expenses)	<u>61,389</u>	<u>50,000</u>	<u>(11,389)</u>	100%
Change in Net Assets	-	335,220	335,220	-100%
Net Assets, Beginning	<u>2,593,929</u>	<u>2,593,929</u>		
Net Assets, Ending	<u>\$ 2,593,929</u>	<u>\$ 2,929,149</u>	335,220	113%

Maintenance Project Reports – Eddie Bellamy

Good afternoon, Gentlemen. I will be reporting on four major and 22 minor and/or routine maintenance projects this month.

The first major project is **Old Dawson-Haynes Road Outfall**, completed in April in the Lobeco section of Sheldon Township. We Shinn cut, reconstructed, and cleaned out 1,172 feet of channel ditch, bush hogged another 1,859 feet of channel ditch, installed three feeder pipes, and hydroseeded for erosion control. Total cost of the project was **\$23,108**.

The next major project is **Palmetto Bluff Road**, completed in April in Bluffton Township. We cleaned out 3,807 feet of roadside ditch, installed one access pipe, and jetted out four crossline pipes and 14 driveway pipes. Total cost of the project was **\$27,497**.

The next major project is **First African Baptist Church Road**, completed in May in the Big Estate area of Sheldon Township. We cleaned out 980 feet of channel ditch and 4,430 feet of roadside ditch and jetted out two crossline pipes and ten driveway pipes. Total cost of the project was **\$20,474**.

The last major project is **Bluffton Middle School**, completed in April as a reimbursable project for the School district. We replaced 120 feet of outfall pipe and reconstructed 360 feet of channel ditch, both in compliance with a new design for the site. We also installed straw matting, v-mat, and hydroseeded for erosion control. Total cost of the project was **\$15,968**.

Now for the 22 projects in the shortened format:

Blacksmith Circle – Completed in January; we repaired two washouts.

Port Royal Island Valley Drains – Completed in March; we cleaned out 3,526 feet of valley drains on three roads: Murray Drive; Blackburn Drive; and Jonesfield Road.

Sheldon Valley Drains – Completed in March; we cleaned out 6,881 feet of valley drains on two roads: Prescott Road and Solomon White Lane.

Cherokee Farm Road Outfall – Completed in March; we cleaned out 1,725 feet of channel ditch and repaired a washout.

Chisholm Hill Road Outfall – Completed in March; we cleaned out 570 feet of channel ditch and removed a blockage from the flowline by hand.

Myrtle Park (County Office Building in Bluffton) – Completed in March; we we reconstructed 440 feet of parking lot drainage ditch, raised on catch basin to correct elevation, jetted out two crossline pipes and 160 feet of outfall pipe, and hydroseeded for erosion control.

Powell Drive Outfall – Completed in March; we cleaned out 1,400 feet of channel ditch and removed a blockage from the flowline.

Oakhurst Road – Completed in March; we cleaned out 1,735 feet of channel ditch and 320 feet of roadside ditch and jetted out one crossline pipe.

Simmons ville Road Outfall – Completed in April; we bush hogged and cleaned out 3,895 feet of channel ditch and workshelf and installed one bleeder pipe.

Murray Drive Outfall – Completed in April; we cleaned out 136 feet of channel ditch and four catch basins and jetted out two cross line pipes and 24 feet of outfall pipe.

Twickenham Road – Completed in April; we replaced on failed crossline pipe.

Old Dawson Acres Outfall – Completed in April; we removed debris from 150 feet of the flowline.

Evelyns Way – Completed in April; we bush hogged and cleaned out 1,390 feet of roadside ditch.

Perry clear Drive – Completed in April; we cleaned out 309 feet of roadside ditch, repaired a washout, jetted out three driveway pipes and installed one driveway pipe.

Benjies Point Road – Daufuskie Island – Completed in April; we replaced one failed crossline pipe.

Beaufort County Admin Building Parking Lot (Reimbursement) – Completed in May; we repaired several separated joints, a manhole, and the resulting sinkhole and we repaved after the repair.

Mitchell Road Outfall – Completed in May; we repaired four washouts.

Big Road Outfall – Completed in May; we cleaned out 472 feet of channel ditch, extended one access pipe, and installed rip-rap for erosion control.

Eustis Landing Road Outfall – Completed in May; we cleaned out 827 feet of channel ditch.

Ardmore Avenue – Completed in May; we repaired one catch basin and cleaned out another, replaced 10 feet of outfall pipe, and jetted one crossline pipe and 124 feet of outfall pipe.

Woodbridge Subdivision – Completed in June; we repaired two catch basin lids and five washouts.

Heartstone Circle – Completed in June; we repaired one catch basin and the associated washout.

Are there any questions?



BEAUFORT COUNTY
STORMWATER MANAGEMENT UTILITY BOARD

Wednesday, August 7, 2013

2:00 p.m.

Beaufort Industrial Village, Building 2 Conference Room

102 Industrial Village Road, Beaufort

843.255.2801

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 - E. Maintenance Project Report – Eddie Bellamy
5. UNFINISHED BUSINESS
 - A. Regional Coordination – Rob McFee
6. NEW BUSINESS
7. PUBLIC COMMENT
8. NEXT MEETING AGENDA
 - A. September 4, 2013
9. ADJOURNMENT

