



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

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 – July 3, 2013 ([backup](#))
2. INTRODUCTIONS
3. PUBLIC COMMENT
4. REPORTS
 - A. Financial Report – Alan Eisenman ([backup](#))
 - B. Monitoring Update – Danny Polk
 - C. Salinity Study – Dr. John Leffler, SC DNR
 - D. Utility Update – Robert McFee, P.E.
 - E. Upcoming Professional Contracts Report – Robert McFee, P.E.
 - F. Maintenance Project Report – Eddie Bellamy ([backup](#))
5. UNFINISHED BUSINESS
 - A. Regional Coordination – Robert McFee, P.E.
6. NEW BUSINESS
7. PUBLIC COMMENT
8. NEXT MEETING AGENDA
 - A. September 4, 2013 ([backup](#))
9. ADJOURNMENT



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

July 3, 2013 at 2:00 p.m. in Beaufort Industrial Village Building #2 Conference Room
Draft July 22, 2013

Board Members

Present

Don Smith
James Fargher
Allyn Schneider
Patrick Mitchell
William Bruggeman

Absent

John Youmans

Ex-Officio Members

Present

Andy Kinghorn
Scott Liggett

Absent

Tony Maglione
Ron Bullman

Beaufort County Staff

Robert McFee
Eddie Bellamy
Carolyn Wallace
Danny Polk

Visitors

Paul Moore, Ward Edwards
Reed Armstrong, Coastal Conservation League

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 – None.

4. Reports –

A. Monitoring Update – Danny Polk:

- Sampling – There has been heavy rainfall events in June and plenty of sampling. There have been increased flows but no significant increase in fecal coliform. May add more sites around Pleasant Point Plantation because of a citizen's concern over the golf course opening back up. But there will be no data to compare the sample's data to.
- Silt Fence Installation –He has noticed properly installed silt fencing that has been undermined by heavy rainfall. He will continue to monitor this situation to see if the contractor reestablishes the silt fencing. Since the concerns voiced at the last board meeting (June 5, 2013), Mr. Kinghorn said he followed up with City of Beaufort personnel and Mr. Bellamy said he called SC DHEC who said they would send someone out to talk to the contractor.
- Water Budget Study – The data collector for the evaporation pan has been repaired and reinstalled. He will be meeting with Dr. Badr on Friday.
- Open Water Copper Sampling – In providing background information, Mr. Polk said previously SC DHEC had found impairments in the Broad River and Coosaw River. They started this sampling program to determine if there is anything the county can do to address this impairment. They will be sampling two sites in the Coosaw River in the next few weeks.

Just as they did when they previously received the sample results from the Broad River, they will discuss the findings with the board members once they receive the results.

- University of South Carolina – Beaufort (USCB) Laboratory – The tour of the lab will be Friday, July 26, 2013 at 2:00pm. The lab manager said four of the instruments have been installed, two are in process, and one is on order. The ICP is still being built. Mr. Fargher explained the ICP is a sophisticated piece of equipment that can simultaneously analyze elements by their molecular weight. Mr. McFee said that once the ICP is operational they will coordinate a second tour.
- SC DNR Salinity Study – Mr. Polk, Bob Klink, and Dan Ahern met with SC DNR representatives on June 21, 2013. They would like to provide a thirty minute presentation at the August board meeting.

B. Utility Updates –

- Robert McFee: The Request for Proposal (RFP) for stormwater services was submitted to the public on July 1, 2013 and a copy provided to each of the board members. He provided the timeline in hopes of providing a recommendation to County Council in September. Chairman Smith voiced his concern with not having a Stormwater Manager to coordinate efforts and respond to the public and professional communities' concerns. Mr. Kinghorn questioned how the municipalities would coordinate with the county on stormwater issues and who to contact. Mr. McFee explained that those seeking information should contact the appropriate personnel within the county and the municipality should coordinate with him and he will advise them if the point of contact within the county changes. He said he think we have a great deal of team depth and that the departure of one or two team members does not cripple the utility. He is listening to their concern but this is an administration function and the management of the utility is going in a different direction. He said if the board members have a level of concern that his comments have not allayed, then their next recourse could be to raise the issue of hiring a Stormwater Manager through the Natural Resources Committee and up to County Council. He said the county has done the "on-lot controls" and the "permitted but not built". What is left is existing impairments. So if the science is correct then we only have retrofits to address and we should not have any issues in the future. Mr. Kinghorn suggested the consultant provide a single person responsible for coordination. Mr. McFee said that the county will be inviting the municipalities and some of the board members to sit on the selection committee.

C. Upcoming Professional Contracts Report – Robert McFee: Other than the RFP previously mentioned, there are no new professional contracts.

D. Financial Reports – Copies of the May Stormwater financials were provided.

E. Maintenance Projects Report – Eddie Bellamy: Mr. Bellamy reported on (4) major projects: Old Dawson-Haynes Road Outfall, Palmetto Bluff Road, First African Baptist Church Road, and Bluffton Middle School. He also presented (22) minor and/or routine maintenance projects in a shortened format.

He mentioned with all of the recent rains there was only one report of a road being impassable and it was a private road.

5. Unfinished Business –

Regional Coordination – Robert McFee: The USCB lab, water budget study with Dr. Badr, and the salinity study with Dr. Leffler with SCDNR, all are continuing through their respective processes.

Battery Creek retrofit project – City of Beaufort is in the process of refining their submittal for the 319 grant for this retrofit. The support letters from the city and the county are being prepared. The split between the two jurisdictions is nearly \$150,000 each.

Highway 278 project – This project is going to the design review team within the next three weeks. The specific issue is tree removal. Hopefully there will be no permit issues. The Army Corps of Engineers and OCRM have released two of the foresites.

Stoney Creek retrofit – The County's senior staff met with the Town of Bluffton on yesterday. This would be the largest retrofit thus far. They are working with the property owner that would be affected by this project.

Administrative Building Retrofit – Three contractors attended the prescreen interview but there was no bids submitted. He is investigating why. The contractors may not be interested because there were too many disciplines or specialized tasks.

Okatie East retrofit project – Mr. Paul Moore said the Public Works Department is gathering three quotes for the materials. Probably the original surveyor who did the TOPO will do the stakeout.

Once this is completed then the Stormwater Infrastructure Section will schedule construction to begin. Mr. Bellamy is hoping they can get started by the end of August.

6. New Business – None.

7. Public Comment – Mr. Armstrong said his concern with a consultant managing the utility is that the public may have difficulties in determining who to contact when raising issues.

Mr. McFee responded to a question raised by Mr. Kinghorn and said the equipment purchased for the water quality lab will be jointly owned by the university and the county.

8. Next Meeting Agenda – The board members agreed to add the presentation from SC DNR on the salinity study to the August 7, 2013 agenda and the agenda was approved.

9. Meeting Adjourned.

UNAUDITED AND PRELIMINARY
BEAUFORT COUNTY, SOUTH CAROLINA
STATEMENT OF NET ASSETS
Stormwater Utility
June 30, 2013 & June 30, 2012

	<u>June 30, 2013</u>	<u>June 30, 2012</u>
<u>ASSETS</u>		
Current Assets		
Cash and Investments with Trustee	\$ 2,594,307	\$ 2,326,793
Receivables, Net	19,881	54,135.00
Inventories	92,511	102,941
Prepayments	14,293	20,202
Total Current Assets	<u>2,720,992</u>	<u>2,504,071</u>
Capital Assets	2,868,680	2,798,912
Accumulated Depreciation	<u>(2,091,280)</u>	<u>(1,797,930)</u>
	777,400	1,000,982
Total Assets	\$ 3,498,392	\$ 3,505,053
<u>LIABILITIES</u>		
Liabilities		
Account Payable	18,356	83,823
Accrued Payroll	25,677	54,263
Accrued Compensated Absences	6,247	4,470
Total Current Liabilities	<u>50,280</u>	<u>142,556</u>
Long Term Liabilities		
Accrued Compensated Absences	55,379	64,937
Net Other Postemployment Benefits Obligation	<u>708,273</u>	<u>601,917</u>
Total Long Term Liabilities	763,652	666,854
Total Liabilities	813,932	809,410
<u>NET ASSETS</u>		
Invested in Capital Assets, Net of Related Debt	777,400	1,000,982
Reserved for Encumbrances	239,341	3,015
Unrestricted	<u>1,667,719</u>	<u>1,691,646</u>
Total Net Assets	<u>\$ 2,684,460</u>	<u>\$ 2,695,643</u>

Unaudited and Preliminary
BEAUFORT COUNTY, SOUTH CAROLINA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS
Stormwater Utility
For the Period Ended June 30, 2013

	Budget FY 2013	June 30, 2013	Budget to Actual	Percent of Budget
Operating Revenues				
Stormwater Utility Fees	\$ 3,469,180	\$ 2,996,042 *	(473,138)	86%
Stormwater Utility Project Billings	370,664	58,145	(312,519)	16%
Total Operating Revenues	<u>3,839,844</u>	<u>3,054,187</u>	<u>(785,657)</u>	<u>80%</u>
Operating Expenses				
Personnel	2,014,323	1,811,463	(202,860)	90%
Purchased Services	1,295,013	751,359	(543,654)	58%
Supplies	427,772	290,139	(137,633)	68%
Depreciation	273,545	250,412	(23,133)	92%
Total Operating Expenses	<u>4,010,653</u>	<u>3,103,373</u>	<u>(907,280)</u>	<u>77%</u>
Operating Income (Loss)	(170,809)	(49,186)	121,623	29%
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)	(49,186)	110,234	31%
Net Assets, Beginning	<u>2,733,646</u>	<u>2,733,646</u>		
Net Assets, Ending	<u>\$ 2,574,226</u>	<u>\$ 2,684,460</u>	110,234	104%

NOTE: *Stormwater Utility Fees does not currently include 60 day accrual. (Revenues received in July and August, but recorded in FY 13)

Unaudited and Preliminary
BEAUFORT COUNTY, SOUTH CAROLINA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS
Stormwater Utility
For the Period Ended June 30, 2012

	Budget FY 2012	June 30, 2012	Budget to Actual	Percent of Budget
Operating Revenues				
Stormwater Utility Fees	\$ 3,344,133	\$ 3,072,172	(271,961)	92%
Stormwater Utility Project Billings	64,278	62,282	(1,996)	97%
Total Operating Revenues	<u>3,408,411</u>	<u>3,134,454</u>	<u>(273,957)</u>	<u>92%</u>
Operating Expenses				
Personnel	1,986,780	1,768,532	(218,248)	89%
Purchased Services	770,938	687,962	(82,976)	89%
Supplies	426,223	347,654	(78,569)	82%
Depreciation	285,859	283,059	(2,800)	99%
Total Operating Expenses	<u>3,469,800</u>	<u>3,087,207</u>	<u>(382,593)</u>	<u>89%</u>
Operating Income (Loss)	(61,389)	47,247	108,636	-77%
Non-Operating Revenues (Expenses)				
Gain (Loss) on Sale of Capital Assets	50,000	50,000	-	100%
Interest Earned	11,389	4,467	(6,922)	39%
Total Non-Operating Revenues (Expenses)	<u>61,389</u>	<u>54,467</u>	<u>(6,922)</u>	<u>100%</u>
Change in Net Assets	-	101,714	101,714	-100%
Net Assets, Beginning	<u>2,593,929</u>	<u>2,593,929</u>		
Net Assets, Ending	<u>\$ 2,593,929</u>	<u>\$ 2,695,643</u>	101,714	104%

Maintenance Project Reports – Eddie Bellamy

Good afternoon, Gentlemen. I will be reporting on two major and 13 minor and/or routine maintenance projects this month.

The first major project is **Keans Neck Road Outfall**, completed in April in the Dale section of Sheldon Township. We bush hogged 4,015 feet of channel ditch, cleaned out 4,735 feet of channel ditch and 1,747 feet of roadside ditch, repaired a washout, jetted out one access and one crossline pipe, and installed an access gate. Total cost of the project was **\$17,613**.

The next major project is **Salem Drive East Phase II**, completed in June in the Burton area of Port Royal Island. We grubbed and cleared 360 feet of channel ditch, installed three catch basins and 320 feet of perforated pipe, and installed rip-rap and hydroseeded for erosion control. Total cost of the project was **\$55,540**.

Now for the 13 projects in the shortened format:

Sanders/St. Helena Post Office Outfall – Completed in March; we repaired a manhole, cleaned out 250 feet of channel ditch, and installed rip-rap on the backslope for erosion control.

Sheldon Vacuum Truck Work – Completed in April; we cleaned out a catch basin and jetted out 13 crossline pipes, two access pipes, 13 driveway pipes, and eight feet of outfall pipe on nine different roads in Sheldon Township

Lady's Island Vacuum Truck Work – Completed in May; we cleaned out eight catch basins, two crossline pipes, and 32 feet of outfall pipe on four different roads on Lady's Island.

Wimbee Landing Road – Completed in May; we constructed 1,358 feet of channel ditch, installed one driveway pipe, and rip-rap for erosion control.

Smalls Hill Road – Completed in May; we cleaned out 240 feet of roadside ditch. a

Hawkes Road – Completed in June; we bush hogged 867 feet of channel ditch, cleaned out 1,350 feet of channel ditch, installed one access pipe, and rip-rap for erosion control.

Rivers End Subdivision – Completed in June; we cleaned out 200 feet of roadside ditch, jetted six driveway pipes, and replaced two driveway aprons.

Hampton Drive – Completed in June; we repaired a sinkhole and jetted out one driveway pipe.

Burton Wells Park – Completed in June; we removed 10 feet of blockage from the flowline by hand.

Oakhurst Road Outfall – Completed in June; we backfilled 60 feet of channel ditch to correct elevation.

Wimbee Landing Road – Completed in June; we removed debris and cleaned out 200 feet of roadside ditch and jetted out one driveway pipe.

Mink Point – Completed in June; we cleaned out 255 feet of channel ditch and one catch basin and jetted out 40 feet of outfall pipe.

Sheldon Bush Hog Work – Completed in June; we bush hogged 137,562 feet of outfall ditches and associated workshelves. The cost of this routine maintenance was **\$53,620** or **\$.39/foot**.

Are there any questions?



BEAUFORT COUNTY
STORMWATER MANAGEMENT UTILITY BOARD

Wednesday, September 4, 2013

2:00 p.m.

Beaufort Industrial Village, Building 2 Conference Room

102 Industrial Village Road, Beaufort

843.255.2801

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 - D. Financial Report ([backup](#))
 - E. Maintenance Project Report – Eddie Bellamy ([backup](#))
5. UNFINISHED BUSINESS
 - A. Regional Coordination – Robert McFee, P.E.
6. NEW BUSINESS
7. PUBLIC COMMENT
8. NEXT MEETING AGENDA
 - A. October 2, 2013 ([backup](#))
9. ADJOURNMENT

