



BEAUFORT COUNTY
STORMWATER MANAGEMENT UTILITY BOARD

Wednesday, October 2, 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 – September 4, 2013 ([backup](#))
2. INTRODUCTIONS
3. PUBLIC COMMENT
4. REPORTS
 - A. Monitoring Update – Danny Polk
 - B. Utility Update – Robert McFee, P.E.
 - C. Upcoming Professional Contracts Report – Robert McFee, P.E.
 - 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. November 6, 2013 ([backup](#))
9. ADJOURNMENT



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

September 4, 2013 at 2:00 p.m. in Beaufort Industrial Village Building #2 Conference Room
Draft September 16, 2013

Board Members

Present	Absent
Don Smith	John Youmans
William Bruggeman	Patrick Mitchell
James Fargher	
Allyn Schneider	

Ex-Officio Members

Present	Absent
Andy Kinghorn	Tony Maglione
Scott Liggett	
Kimberly Jones	

Beaufort County Staff

Robert McFee
Eddie Bellamy
Carolyn Wallace
Alan Eisenman

Visitors

Paul Moore, Ward Edwards
Reed Armstrong, Coastal Conservation League

1. Meeting called to order – Don Smith

- A. Agenda – approved.
- B. July 3, 2013 Minutes and August 7, 2013 Minutes – approved.

2. Introductions – Completed.

3. Public Comment(s) – None.

4. Reports –

A. Monitoring Update – Robert McFee:

- Salinity Study – Committee was not able to meet last week. They are scheduled to meet next week and Dr. Leffler will update the board at the next board meeting.

B. Utility Updates – Robert McFee:

- The selection committee has met and discussed the proposals for stormwater services and have conducted interviews. They are drafting their recommendation today, but at this point the recommendation is not public. Hoping to get the recommendation to committee and County Council as soon as possible.
- The county has received a number of applications for the County Engineer position. They have had the first phase of interviews two weeks ago and the second phase will be shortly. They hope to have a replacement within four weeks.
- The utility will be sponsoring a webinar titled “*User-Fee Funded Stormwater Utilities: Update to the 1994 WEF Manual*” on Wednesday, September 11, 2013 from 1:00pm to 3:00pm in the Beaufort Industrial Village Building #2 conference room.

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

D. Financial Reports – Alan Eisenman – Mr. Eisenman presented the un-audited June interim financial statements for the Stormwater Utility. Following are the highlights from his presentation:

- Actual FY13 revenues are 3.5% less than Actual FY12 revenues, but there was a \$50,000 sale of capital asset in FY12 and August accrual is not yet included in FY13 revenues.
- Actual June FY13 expenses are at 77% of budget for FY13.
- Unrestricted Fund Balance from Balance Sheet Increased by \$110,000 or 6% since last FY at this time.
- Cash from Balance Sheet Increased by \$277,000 or 11% since last FY at this time.

E. Maintenance Projects Report – Eddie Bellamy: Mr. Bellamy reported on (3) major projects: Trask Estate Outfall, Westminster Place, and Warsaw Island Drive/Gardner Drive. He also presented (9) minor and/or routine maintenance projects in a shortened format.

Mr. Bellamy said he is expecting to give three updates on the Okatie East project: when it begins, when it is completed and the final update will be on the cost of the project. The project should take about three weeks.

5. Unfinished Business – Robert McFee

Regional Coordination – *Battery Creek retrofit project* – The City of Beaufort was selected for the 319 grant but not given the full award amount that was requested. Mr. Kinghorn said the city had asked for \$441K and they were granted \$350K. Mr. McFee said SCDHEC had asked the county to make some clarifications, the county has met with the city and the county is in the process of providing the clarification. The county has drafted the easement document for the retrofit site and has sent the documents to the property owner.

Highway 278 project – The County has applied for an encroachment permit with SCDOT which has to also be approved by the contractor since the project is under construction. The County has approached the contractor and the contractor has expressed some concerns. The county is addressing those concerns.

The CDS water quality units have been received and the contractor will be installing and completing the final connections for the bridge in the next two weeks.

Stoney Creek retrofit – This project is ongoing. The Town of Bluffton continue to make outreach to the property owners.

Okatie East retrofit project – This will be Mr. McFee’s final update on this project. It is now under construction and Mr. Bellamy will be providing the updates.

6. New Business – None

7. Public Comment – Mr. Fargher would like staff to find out if a board member can remotely participate in a board meeting. Mrs. Wallace will follow up with the Clerk to County Council Office and if they determine remote participation is allowed, she will contact the broadcast section.

8. Next Meeting Agenda – Approved.

9. Meeting Adjourned.

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

	<u>August 31, 2013</u>	<u>August 31, 2012</u>
<u>ASSETS</u>		
Current Assets		
Cash and Investments with Trustee	\$ 2,319,695	\$ 1,965,898
Receivables, Net	14,966	5,590.00
Inventories	92,511	102,941
Total Current Assets	<u>2,427,172</u>	<u>2,074,429</u>
Capital Assets	2,988,063	2,798,912
Accumulated Depreciation	<u>(2,092,408)</u>	<u>(1,843,522)</u>
	895,655	955,390
Total Assets	\$ 3,322,827	\$ 3,029,819
<u>LIABILITIES</u>		
Liabilities		
Account Payable	72,760	46,167
Accrued Payroll	35,302	35,476
Accrued Compensated Absences	6,247	4,470
Total Current Liabilities	<u>114,309</u>	<u>86,113</u>
Long Term Liabilities		
Accrued Compensated Absences	55,379	64,937
Net Other Postemployment Benefits Obligation	<u>708,273</u>	<u>619,643</u>
Total Long Term Liabilities	763,652	684,580
Total Liabilities	877,961	770,693
<u>NET ASSETS</u>		
Invested in Capital Assets, Net of Related Debt	895,655	955,390
Reserved for Encumbrances	127,032	284,666
Unrestricted	<u>1,422,179</u>	<u>1,019,070</u>
Total Net Assets	<u>\$ 2,444,866</u>	<u>\$ 2,259,126</u>

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

	Budget FY 2014	August 31, 2013	Budget to Actual	Percent of Budget
Operating Revenues				
Stormwater Utility Fees	\$ 3,475,000	\$ - *	(3,475,000)	0%
Stormwater Utility Project Billings	60,023	399	(59,624)	1%
Total Operating Revenues	<u>3,535,023</u>	<u>399</u>	<u>(3,534,624)</u>	<u>0%</u>
Operating Expenses				
Personnel	2,160,475	211,466	(1,949,009)	10%
Purchased Services	961,864	70,526	(891,338)	7%
Supplies	381,446	44,981	(336,465)	12%
Depreciation	242,119	-	(242,119)	0%
Total Operating Expenses	<u>4,201,895</u>	<u>326,973</u>	<u>(3,874,922)</u>	<u>8%</u>
Operating Income (Loss)	(666,872)	(326,574)	340,298	49%
Non-Operating Revenues (Expenses)				
Interest Earned	6,922	-	(6,922)	0%
Total Non-Operating Revenues (Expenses)	<u>6,922</u>	<u>-</u>	<u>(6,922)</u>	<u>0%</u>
Change in Net Assets	(659,950)	(326,574)	333,376	49%
Net Assets, Beginning	<u>2,771,440</u>	<u>2,771,440</u>		
Net Assets, Ending	<u>\$ 2,111,490</u>	<u>\$ 2,444,866</u>	333,376	116%

NOTE: *Stormwater Utility Fees are part of 60 day accrual, thus revenues received in July and August are recorded in previous fiscal year.

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>3,839,844</u>	<u>-</u>	<u>(3,839,844)</u>	<u>0%</u>
Operating Expenses				
Personnel	2,014,323	314,747	(1,699,576)	16%
Purchased Services	1,297,125	69,258	(1,227,867)	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>474,520</u>	<u>(3,536,133)</u>	<u>12%</u>
Operating Income (Loss)	(170,809)	(474,520)	(303,711)	278%
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>100%</u>
Change in Net Assets	(159,420)	(474,520)	(315,100)	-100%
Net Assets, Beginning	<u>2,733,646</u>	<u>2,733,646</u>		
Net Assets, Ending	<u>\$ 2,574,226</u>	<u>\$ 2,259,126</u>	(315,100)	88%

NOTE: *Stormwater Utility Fees are part of 60 day accrual, thus revenues received in July and August are recorded in previous fiscal year.

Maintenance Project Reports – Eddie Bellamy

Good afternoon, Mr. Chairman and members of the Board. I will be reporting on two major and 10 minor and/or routine maintenance projects this month. I am going to do things a little differently by reporting on the minor and/or routine projects first.

The 10 projects in the shortened format are:

Sanders/St. Helena Island Post Office Outfall – Completed in Aug; we installed one catch basin, eight feet of channel pipe, cleaned out 110 feet of channel, repaired a washout, stabilized 285 feet of backslope, and installed rip rap and hydroseeded for erosion control.

Port Royal Island Bush Hog – Completed in August; we bush hogged 96,456 feet of outfall ditch and associated workshelves and used a string trimmer around catch basins where needed. Total cost was \$53,617 or \$.56 per linear foot.

Hilton Head Island Airport – Completed in August; we bush hogged 7,582 feet of channel ditch and the perimeters of two retention ponds and repaired two washouts.

Peace Haven Drive/Taylor Street – Completed in August; we cleaned out 346 feet of channel ditch and 178 feet of roadside ditch, repaired on crossline pipe, constructed a flume, jetted out one access and two crossline pipes, and hand seeded for erosion control.

Providence Road – Completed in August; we installed one access pipe and rip rap for erosion control.

Daufuskie Island, Haig Point Road – Completed in August; we installed a driveway pipe.

Beaufort County Administrative Building – Completed in August; we raised one catch basin lid.

Alljoy Area – Completed in September affecting nine roads; we cleaned out 100 feet of channel ditch, 1,727 feet of roadside ditch, and nine catch basins. We also jetted out two crossline pipes, 12 driveway pipes, and 682 feet of roadside pipes.

Polite Drive – Completed in September; we cleaned out 315 feet of roadside ditch, repaired a washout, and constructed a flume for runoff.

Sugaree Drive/Lotus Court – Completed in September; we cleaned out 465 feet of roadside ditch and jetted out two crossline pipes, four driveway pipes, and 111 feet of channel pipe.

Now for the major projects:

The first major project is **H. E. McCracken Middle School**, completed in August in Bluffton as a reimbursable project for the school district. We removed a failed drainage system carrying roof run off away from the building and installed a catch basin and 144 feet of drainage pipe plus repaired a washout. Total cost of the project was **\$15,110**.

The second major project is the **Rice Road Pond**, completed in September in the Burton area of Port Royal Island. I am particularly proud of this project. It is the final phase of a long term plan we have had to correct the drainage problems associated with Rice Road. Back in May of 2012, I reported completion of the Rice Road drainage project where we corrected long standing drainage problems on Rice Road and Appleby Lane and solved an equally long standing flooding problem that affected three homes whose yards back up to Rice Road. We discharged that drainage into a pond at the end of the road. The owner was more than willing to allow us to discharge into his pond, but asked if we could repair the overflow structure and perhaps do something about the silt build up that had occurred over the years of accepting the water from Broad River Boulevard, Rice Road and Appleby Lane. We told him that we could do that if he would give us an easement that formally allowed the water to drain into his pond and let us make some modifications which would cause the pond to do a better job of treating the runoff before it discharged into the marsh. He agreed and this is what we did. We removed the existing overflow structure that was installed when the pond

was built in the early 1940's and replaced it with one that has a six inch hole for normal drainage and then, starting six inches higher, a weir that will handle heavy rainfall events. Then we dredged the silt out of the pond and brought it back to its original depth. Finally, we established a forebay by installing a check dam at upper end of the pond at about three inches higher than the invert elevation of the six inch hole in the overflow structure. That arrangement causes the water from the roads to overflow the forebay before entering the main area of the pond. It allows treatment of the water and catches any silt that may come off the roads. Of course, we also installed rip rap, sod, and hydroseeded for erosion control and to repair the damage done by our equipment in the course of the work. We also cleaned out 75 feet of roadside swale that we damaged when parking our trucks. Total cost of the project was **\$62,301**. I think the significance of this project is threefold: first, we would not have been able to do any of the work including the correcting the drainage problems on Rice Road without the cooperation of the property owners; second, we corrected problems with an old pond that were mostly caused by years of runoff from public roads; and third, we modified an old privately built fish pond such that it now provides some reduction of water quantity and some water quality treatment before the stormwater enters the marshes of the Broad River while still serving as a viable and attractive fish pond. I need to add one other thing. This is only the second time that we have reconstructed a pond that overflows directly into the marsh. The first time was the Backache Acres project. This project had a much reduced scope relative to the first one, but many of the same potential pitfalls. Our team did a great job and avoided many of the problems we had the first time. And, our team has a newly promoted foreman and a newly hired Equipment Operator III. I could not be prouder of the Stormwater team or our Stormwater Superintendent, Ezekial Miller.

Are there any questions?



BEAUFORT COUNTY
STORMWATER MANAGEMENT UTILITY BOARD
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4. REPORTS
 - A. Monitoring Update – Danny Polk
 - B. Utility Update – Robert McFee, P.E.
 - C. Upcoming Professional Contracts Report – Robert McFee, P.E.
 - D. Together For Beaufort Water Quality Coalition – Denise Parsick
 - E. Financial Report – Alan Eisenman ([backup](#))
 - 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. December 4, 2013 ([backup](#))
9. ADJOURNMENT

