

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

January 8, 2014 at 2:00 p.m. in Beaufort Industrial Village Building #2 Conference Room

**Board Members**

<b>Present</b>	<b>Absent</b>
Don Smith	
William Bruggeman	
Patrick Mitchell	
Allyn Schneider	
James Fargher	

**Ex-Officio Members**

<b>Present</b>	<b>Absent</b>
Andy Kinghorn	Kimberly Jones
Scott Liggett	
Van Willis	

**Beaufort County Staff**

Robert McFee  
Eric Larson  
Eddie Bellamy  
Carolyn Wallace  
Alan Eisenman

**Visitors**

Lamar Taylor, *City of Beaufort*  
Jeremy Ritchie, *Town of Bluffton*  
Paul Moore, *Ward Edwards*  
Steve Andrews, *Andrews & Burgess*

**1. Meeting called to order** – Don Smith

- A. Agenda – approved.
- B. December 4, 2013 Minutes – approved.

**2. Introductions** – Completed.

**3. Public Comment(s)** – None.

**4. Reports** –

**A. Monitoring Update** – Eric Larson

*Sampling* – Nothing new to report.

*USCB WQ Lab* – USCB has hired a water quality lab position that was reported being advertised by Dr. Alan Warren back in December. Mike Monday began on Monday. Mr. Monday has enjoyed a long career with DHEC. He brings a great deal of knowledge to USCB, has been responsible for DHEC’s shellfish program for years, and has the ability to operate in the field as well as the lab.

**B. Utility Updates** – Mr. Eric Larson

*He’s been working on the following:*

- 1) Met with Dr. Warren and discussed transition to use of the new USCB lab in the spring.
- 2) Met with key staff to discuss duties, goals, current tasks.
- 3) Provided site tour and update to SCDHEC and LCOG staff on the Okatie 319 grant match projects.
- 4) Researched ongoing issue with a breached pond dike in the Cat Island Development.
- 5) Reviewed Albergottie Creek and Beaufort River proposed reclassification for Shellfish harvesting.
- 6) Ongoing review of the draft form based code with Planning as it relates to stormwater and environmental stewardship.

- 7) Working with Recycling to develop a pet waste education and outreach program. Bacteria contamination is a significant problem in our streams.
- 8) Met with Jon Rembold with Airports to discuss their stormwater issues and plans.
- 9) Mr. Larson was accepted as a facilitator for a session at the American Planning Association Annual Conference in Atlanta in April. The topic is barriers to implement green infrastructure. I had originally proposed this topic as a co-author with a consulting firm in Kentucky and the US EPA Region 4 office in Atlanta. However, the issues here in SC and Beaufort County will add to the discussion. I believe this is an opportunity to share what we are doing on a national stage give us a chance to show off.

*Staff has been working on the following:*

- 1) Updating needs list for personnel and equipment.
- 2) Planning for budget process
  - a. State and BCSD outfalls inventory and needs
- 3) Update of the SW Organizational Chart
- 4) Carolyn has been busying address fee inquiries
- 5) Setting up PubWorks to track project through the conceptual, in-house design, and easement phases.
- 6) GIS – Updating mapping from LIDAR and naming system for ditches, pipes, catch basins.
- 7) Reviewing potential for projects to receive grant funding. (RIA grant)
- 8) Training needs
  - a. Confined Space
  - b. SESWA in April – Presentation by EPA Region 4

*Staff's short-term goals for next month:*

- 1) Website updates
- 2) Funding needs for USCB lab transition

*Other Utility Updates:*

- 1) No action on MS4 permit. However, the March meeting of SCASM will feature an update by DHEC.
- C. Upcoming Professional Contracts Report** – Mr. Eric Larson – There are no new contracts to report. SW infrastructure has a few needs for engineering design for some maintenance projects that I will likely consult with engineering firm(s) to get them completed in a timely manner.
- A. Financial Report** – Alan Eisenman – Mr. Eisenman presented the un-audited November interim financial statements for the Stormwater Utility. Following are the highlights from his presentation:
- Actual November FY14 revenues are 77% more than Actual November FY13 revenues.
  - Actual November FY13 expenses are at 34% of budget for FY13.
  - Unrestricted Fund Balance from Balance Sheet Increased by \$503,000 or 66% since last FY at this time.
  - Cash from Balance Sheet Increased by \$403,000 or 22% since last FY at this time.
- D. Status of the Utility's 2013 Goals** – Carolyn Wallace – Mrs. Wallace presented the status of each priority listed.
- E. Fiscal Year 2013 Actuals** – Carolyn Wallace – Mrs. Wallace discussed the revenue sources and compared the actual collection of revenue to what had been previously estimated. She noted that the recovery of the economic down turn had affected the anticipated revenue growth. She discussed the efforts of the Administration Section and the Utility Activities Budget which is funded by the SWU fees collected in the unincorporated Beaufort County. She provided the total expenditures of each element and also reported on the capital purchases and depreciation.

In response to a question from Mr. Fargher she mentioned that because of unanticipated expenditures they expect that the utility would exceed their budget for WQ monitoring in FY 2014. She assured the board that the LIDAR would be delivered to the municipalities within this budget cycle.

**F. Utility 2014 Goals** – This list is a much more detailed listing than previously provided in response to feedback from the board members. The list was reorganized to group priorities together. Also “on-going” items are prioritized first.

The goals are on a calendar year and the budget is on a fiscal year (July to June). The board would like to revisit the list in July and have the goals be determined for each fiscal year.

The board would like the list of goals to be reviewed by the SWIC and eventually vetted through and provided to County Council for their consideration.

Mr. Smith would like the military’s delinquent SWU fees added to the 2014 list of goals. Mr. McFee gave an update on the county’s effort to address the military’s delinquent SWU fees. He mentioned it is a long process but they are still engaged in discussion with the military via correspondence and they are continuing to seek a resolution.

**G. Maintenance Projects Report** – Mr. Eddie Bellamy reported on (4) major project: Marina Boulevard Outfall; Cape Jasmine Street, Abelia Lane, Zinnia Lane, and Spirea Lane; Burton Wells Road; and Jasmine Hall Road. He also presented (12) minor and/or routine maintenance projects in a shortened format.

Mr. Bellamy said he will revise his presentation to the board in the future to add the district to the location of each project.

## **5. Unfinished Business** – Eric Larson

### **A. Regional Coordination**

- 1) *US 278 retrofit ponds* – Pre Bid 1/14/14. Bids due 2/4/14.
- 2) *County Admin. Complex Retrofit Project* – Has not gone out for bids yet. Waiting on revisions from the designer, Andrews and Burgess
- 3) *Battery Creek Pond* – Kick off mtg. held. In design phase and being performed by Ward Edwards.
- 4) *Stoney Creek* – ToB staff continuing to work with property owners and gaining access to the property for surveying and conceptual designing.
- 5) *Okatie 319 grant* – Continuing to communicate our desires and goals for the project, including sites for septic tank inspections and maintenance. US 278 retrofit ponds and Okatie East are also part of the grant match.
- 6) *Salinity Study* – The County is loaning and setting up weather stations and stream gages that they have borrowed from the county for this study.

## **6. New Business** – None.

## **7. Public Comment** – None.

**8. Next Meeting Agenda** – Mr. Larson will try to organize a SWIC meeting and the 2014 goals will be added to the February board meeting.

## **9. Meeting Adjourned.**