



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

October 14, 2020 at 2:00 p.m. via WebEx.

### Board Members

#### Present

Allyn Schneider  
James Clark  
James Fargher  
Marc Feinberg  
Patrick Mitchell  
Steven Andrews  
William Bruggeman

#### Absent

### Ex-Officio Members

#### Present

Kim Jones  
Scott Liggett  
Van Willis

#### Absent

Nate Farrow

### Beaufort County Staff

Jennifer Smith  
Katie Herrera  
Matthew Rausch  
Carolyn Wallace

### Visitors

Ellen Sturup Comeau, Clemson Extension  
Jeff Netzinger, Town of Hilton Head

### 1. Meeting called to order – William Bruggeman at 2:00 pm

- A. Agenda – Approved
- B. Approval of Minutes – Approved

### 2. Introductions – Completed.

### 3. Public Comment(s) – None.

### 4. Reports

Report attached in agenda

#### *Highlights:*

#### A. **Utility Update** – Katie Herrera

- ✓ Southern Lowcountry Regional Board (SoLoCo)
  - The current schedule for completion and finalization on the document and activities of Center for Watershed Protection (CWP) are completed.
  - Municipalities to work through individual implementation schedules

- ✓ If anyone has any suggestions for special presentation please let Katie or Jennifer know.
  
- ✓ Reminder: Annual Financial report from the Municipalities are due – Per the Intergovernmental Agreements for the Utility, each year on September 30<sup>th</sup>, the City and Towns are required to submit a summary of revenue and expenditures for the previous fiscal year.
  - Beaufort County – Not received.
  - Town of Hilton Head Island – Not received.
  - **Town of Bluffton – Received.**
  - Town of Port Royal – Not received.
  - City of Beaufort – Not received

**B. Monitoring Update** – Katie Herrera

Report attached in agenda. Nothing additional

**C. Stormwater Related Projects** – Katie Herrera

Report attached in agenda

**Highlights:**

- ✓ Graves Property / Pepper Hall Public / private partnership – Engineer has submitted conceptual Stormwater Permit plans for roads and infrastructure on the Graves Property. Staff received the Stormwater Master Plan from Davis and Floyd on August 18th. Staff met with Davis and Floyd team to discuss and provided a formal response on September 18th. Waiting on comments to be addressed before moving forward with acceptance of Stormwater Master Plan.

**D. Professional Contracts Report** – Katie Herrera

Report attached in agenda

**Highlights:**

- ✓ RFQ for Stormwater engineering consulting services was advertised on May 25<sup>th</sup>, 2020. RFQ closed on June 30<sup>th</sup>, 2020. Staff received 10 proposals for review. Evaluation and discussion of proposals occurred on August 7<sup>th</sup>, 2020. A consultant was chosen on August 27<sup>th</sup>. The contract was approved for award by Council on September 28<sup>th</sup>, 2020. The contract was awarded to Woolpert.

**E. Regional Coordination** – Katie Herrera

Report attached in agenda

**Highlights:**

- ✓ Town of Bluffton –
  - Kim stated that they are hiring for a Stormwater Coordinator/Field Tech Assistant. Qualified applicants should apply on their website.

#### F. **Municipal Reports** – Katie Herrera

Report attached in agenda

##### **Highlights:**

*Reports information.*

1. Town of Hilton Head Island
  - Report attached in packet
2. Town of Bluffton (From Kim Jones, Watershed Management Division Director)
  - Report attached in packet
3. City of Beaufort (From Nate Farrow, Public Works Director)
  - No information was available at the time of this report.
4. Town of Port Royal (From Van Willis, Town Manager and Tony Maglione, consultant)
  - No information was available at the time of this report.

#### G. **MS4 Update** – Katie Herrera

Report attached in agenda

##### **Highlights:**

- ✓ Permits and inspections has increased.
- ✓ Plan Review – Katie went over chart information which is included in the packet.
- ✓ Energov permitting software – Tyler Technologies, the group building our Energov software experienced a security breach. Due to this, the Energov implementation schedule is anticipated to be affected. Staff continues to test all aspects of the product already built.
- ✓ Public Education
  - Slowing down. Still doing Water Wednesday webinars for the master gardeners.
  - Preparing for the annual report

#### H. **Maintenance Projects Report** – Matthew Rausch

Report attached in agenda

##### **Highlights:**

- ✓ Six minor projects
  - Sheldon Bush Hog – Sheldon (SWUD 5): \$86,125.45.
  - St. Helena Island Vacuum Truck – St. Helena Island (SWUD 8): \$14,018.61.
  - Milkweed Lane – Lady’s Island (SWUD 7): \$10,020.50.
  - Royal Pines Subdivision – St Helena Island (SWUD 8): \$3,969.91.
  - Port Royal Island Sinkhole Repair – Port Royal Island (SWUD 6): \$1,496.60.
  - Town of Bluffton – Bluffton (SWUD 4): \$1,373.12.

#### 5. **Unfinished Business** –

- ✓ SoLoCo Design Manuel and Stormwater Ordinance- Katie Herrera
  - Seeking approval of adoption of the Southern LowCountry Design Manual and the Stormwater Ordinance changes
    - ***Board unanimously agreed to pass the motion to accept the SoLoCo Design Manuel and Stormwater Ordinance***

## 6. New Business

- A. Draft 2021 SWUB calendar - Neil Desai
  - Change meeting to quarterly basis and/or as needed.
    - ***Board unanimously agreed to change meetings to a quarterly basis and/or as needed.***
  - ✓ *Van Willis with the Town of Port Royal requested when we are in the budget review process in March, he would like an answer to how the funding for special assessment tax bill regarding the county owned infrastructure were spent.*
    - *Neil stated we can provide that*
    - *Information will be provided during the budget process in March.*
- B. Virtual Meeting Sessions - Katie Herrera
  - ***Board unanimously agreed to continue virtual meetings until the end of the year***

## 7. Public Comment(s) – None

## 8. Next Meeting Agenda – Approved with the following changes

- ✓ Billy Bruggeman asked Kim Jones about the Publix presentation from September's meeting
  - Kim stated that she spoke with her staff. Publix is not a good project for presentation because it's not much there to present. Kim also stated she does not have the staff capacity to put together a presentation, but proposed a presentation or a general outreach pool in December on how the Town of Bluffton Stormwater permit process unveils through our inter gov. system since everything is online. Kim also stated that the design for the Bridge Street Streetscape project should be available and the project can be used as a tool for the SoLoCo design.
  - Billy asked for Beaufort County to give a presentation on the Stormwater plans and how it's been approved.
    - Neil stated that he will get with Katie and give a presentation on the current standard for the November meeting.
- ✓ James Clark suggested adding the Stormwater presentation for Shell Point to have the contracts presented
  - Neil stated the goal was to come back after the model was finalized. Close to finishing but not complete.
- ✓ Scott Liggett asked for Beaufort County to get with DHEC to update to the board the report since the 2020 Shellfish season is approaching.
  - Billy asked Katie to update to the board.
  - Presentation to be given at the November or December meeting

## 9. Meeting Adjourned