



**Town of Sullivan's Island, South Carolina
Water and Sewer Committee of Council
Meeting Minutes
Tuesday, May 19, 2026**

1. Call to Order & Freedom of Information Act Requirements:

The Water and Sewer Committee of Council met at 9:15 a.m. on Tuesday, May 19, 2026 at Town Hall, all requirements of the Freedom of Information Act having been satisfied. Present were Council Committee members Justin Novak (Chair), Melanie Burkhold, and Jody Latham. Staff members present were Water & Sewer Manager Gregg Gress, Jason Blanton, Charles Drayton, Town Administrator Joe Henderson and Bridget Welch. There was one (1) members of the public and no (0) members of the media present.

Chair Novak called the meeting to order at 9:15 a.m., and stated the press and public were duly notified pursuant to State Law.

2. Public Comment

3. Communications/Additional Items from WWTF Manager, Greg Gress

a. Construction/Project updates

Water & Sewer Manager Greg Gress stated the sewer main at Station 28 ½ will be repaired today after some difficulties with the stormwater construction.

Mr. Gress stated we are currently in an extreme drought and reviewed the drought ordinance. It does not need to be enacted at this time as Charleston Water System (CWS) does not have any concerns about the water supply. The levels are being monitored and we will be notified if anything changes. The ordinance regarding drought conditions is §50.25. Residents will be notified on the website to be aware of the current situation.

Town Administrator Joe Henderson stated Town Council will decide on a contractor for the work at lift stations one and three at tonight's regular council meeting at 6:00 p.m., during Executive Session.

4. Discussion/Motions:

a. Approval of the Minutes from the March 11, 2026 Committee Meeting

Motion was made by Melanie Burkhold, seconded by Justin Novak, to approve the March 11, 2026 Committee Meeting minutes, passed 2-0, with Jody Latham abstaining.

b. FY2027 draft budget overview

Greg Gress reviewed the FY2027, stating there were no changes in the numbers since the last review. New items included are billed usage projections and a rate comparison sheet. He then went over the billed usage numbers. He stated on the water side the projected revenue will be enough to cover the budget expenses, with some overage. The sewer revenue is looking like it will be a balanced budget. He stated he is generally conservative with the projections, but if the rates need to be changed at any point, that can be done by a resolution, it does not require an ordinance change. They discussed not increasing the rates this year and he took questions from the Committee.

Public Comment:

- Laura Schroeder, town resident – would like to keep the rates flat this year since budget is close and there is \$8.2 million in the reserve.

Jody Latham discussed the different buckets that the reserves are in holding for and suggested presenting this information at a future meeting to give the public insight into the process. Comptroller Jason Blanton provided information regarding the accounts, their levels, and what they are used for. He also discussed the debt service bonds and how it relates to the overall budget.

Motion was made by Justin Novak, seconded by Melanie Burkhold, to recommend to Council the Water & Sewer budget version five, that has been circulated to Council, with the only amendment that the rates be held consistent from this budget year to the next budget year.

Motion was made by Justin Novak, seconded by Jody Latham, to amend the motion to recommend to Council the Water & Sewer budget summary version five for passage, with rates being held the same, passed unanimously.

Mr. Gress will circulate a document showing the zero-rate increase to Council. The budget will not be affected by this decision. There will be a resolution passed showing no change to the rates after the budget has been adopted.

c. Review of Draft Written Cost Recovery Policy

Chair Novak stated now that budget discussions are over, this policy and how revenue is allocated can be discussed at future meetings. The policy will continue to be edited and tweaked until a final draft is completed and passed. Mr. Gress gave an overview of the current draft version of the policy and took questions from the Committee and the public. This version was based off of Mt. Pleasant's policy and edits were made by Raftelis, the rate consultant company.

Chair Novak stated they will use the July meeting to do a deeper dive into this policy and possibly have Raftelis come present and review the report. This is a draft and the Town is in no way obligated to abide by anything listed within.

5. Review of Active and Pending Projects

- a. Analysis & Plan for Town Deep Water Wells
- b. AMI Meters
- c. W&S Ordinance Clean-Up Discussion
- d. Private Sewer Lateral Policy for I&I Reduction
- e. Pump/Lift Stations

6. Set the date for the next W&S Committee Meeting

7. Adjourn

Motion was made by Jody Latham, seconded by Melanie Burkhold, to adjourn the Water and Sewer Committee meeting at 10:22 a.m., passed unanimously.

Respectfully Submitted,

A handwritten signature in black ink that reads "Bridget Welch". The signature is written in a cursive, flowing style.

Bridget Welch