



**Town of Sullivan's Island, South Carolina  
Water and Sewer Committee of Council  
Meeting Minutes  
Thursday, March 30, 2023**

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

The Water and Sewer Committee of Council met at 8:45 a.m. on Thursday, March 30, 2023 at Town Hall, all requirements of the Freedom of Information Act having been satisfied. Present were Council Committee members Bachman Smith, IV (Chair), Scott Millimet, and Gary Visser. Staff members present were Water & Sewer Manager Greg Gress, Andy Benke, Jason Blanton, Joe Henderson, Bridget Welch, and Max Wurthmann. There were no members of the public and no members of the media present.

Chair Bachman Smith called the meeting to order at 8:45 a.m., and stated the press and public were duly notified pursuant to State Law.

**2. Communications/Additional Items from WWTF Manager, Greg Gress**

**a. Construction updates as to the Lift Stations and WWTP**

Mr. Gress stated they received the Army Corp permits for the rip-rap and are now waiting for approval from OCRM. Once it's approved, contractors will be selected. The Treatment Plant has been fully closed out. The tie-in have been completed on the water line project and there are just some minor things to clean up. Flushing will begin soon. There is also a sag hole in the sewer line on I'On between Stations 19 and 18 ½ that will need attention soon.

A new employee has been hired and will start next month. There is an interview scheduled for later today for another potential employee. Mr. Gress also stated Raftelis will be coming to present the findings of the rate model and cost recovery policy.

**3. Discussion/Motions:**

- a. Approval of Minutes- January 26, 2023, Committee Meeting**
- b. FY2024 Budge Overview**

The budget was given to the Committee and Mr. Gress stated the biggest increase would be in salaries, due to COLA and the incentives the department offers. Vehicle and equipment purchases are now self-funded with money set aside for reserves each year. The lease vehicles and payment budget went up slightly on the water side with the addition of a boring machine, but sewer is staying the same. Projected usage rates will be factored in later, they are not currently available. Mr. Gress explained how to calculate the salary numbers after a question from Mr. Millimet. Further discussion was had about the specifics of the budget and if there were any specific or new requests for the next year. Mr. Gress and Mr. Blanton also provided some explanations about where the reserves money comes from, which pays for a lot of equipment repair and replacements. They also discussed what happens to any funds that are leftover for the year.

**Motion was made by Mr. Millimet, seconded by Mr. Visser, to approve the Water and Sewer Minutes from January 26, 2023 as submitted, passed unanimously.**

**4. Review of Active and Pending Projects:**

- a. Wastewater Treatment Plant Retrofit (Close Out)
  - i. Screening of the WWTP
- b. CWS contract revisions
- c. Written Cost Recovery Program
- d. Private Sewer Lateral Policy for I&I Reduction
- e. Pump/Lift Stations flood proofing project
  - i. Protection using rip-rap
  - ii. Aesthetic changes/considerations
- f. W & S Ordinance clean-up
- g. Update Capital Improvement Plan
- h. Updated rate study

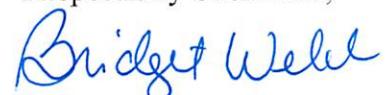
**5. Set the date for the next W&S Committee Meeting**

- a. The next Sullivan's Island W&S Committee meeting will be held on Thursday, April 27, 2023 at 8:45 a.m.

**6. Adjourn**

**Motion was made by Mr. Visser, seconded by Mr. Millimet, to adjourn the Water and Sewer Committee meeting at 9:28 a.m., carried unanimously.**

Respectfully Submitted,



Bridget Welch