

MINUTES OF THE MEMBERS OF THE BEAUFORT-JASPER WATER AND SEWER AUTHORITY MEETING HELD ON THURSDAY 8/25/2022

Be it remembered that the Members of the Beaufort-Jasper Water and Sewer Authority held an abbreviated meeting in-person and virtually on Thursday, 8/25/2022 at the Beaufort-Jasper Water & Sewer Authority Administration Building. This meeting met the notice requirements of, and was properly constituted pursuant to, Chapter 4, Section 30-4-80(A) of the Code of Laws for South Carolina, 1976, as amended, commonly known as the “Freedom of Information Act”.

ATTENDANCE

Members of the Authority. Chair Jimmy Baker; Vice-Chair Greg Padgett; Secretary/Treasurer Donna Altman; Michael Bell; Lorraine Bond-virtual; Andy Kinghorn-virtual; Rob McFee; Thayer Rivers; Jerry Schulze; Dr. Bill Singleton; David Strange.

Leadership: Joe Mantua, General Manager; Sarah Linkimer, Deputy General Manager; Brian Chemsak, Chief of Plant Operations; Kenneth Frazier, Chief of Technical Services; Beth Lowther, Chief of Finance & Support Services; Becca Bowyer, Director of Engineering; Andy Mattie, Director Field Operations and Military Programs; Curt Palmer, Director of Human Resources; Jon Torrescano, IT Manager; Libby Breland, Executive Assistant/Clerk to the Board.

Legal Counsel: Erin Dean, Esq., Tupper, Grimsley, Dean & Canaday, PA.

Beaufort County Liaison: Councilman York Glover-live streaming.

CALL TO ORDER

The meeting convened at 8:00 a.m., Chair Jimmy Baker presiding.

TELEPHONIC STATEMENT

“I, Jimmy Baker announce that a quorum for this Meeting is physically present and **Lorraine Bond** and **Andy Kinghorn** ARE ATTENDING THIS MEETING TELEPHONICALLY.”

INVOCATION AND PLEDGE OF ALLEGIANCE

Dr. Bill Singleton gave the invocation and all joined in the Pledge of Allegiance to the flag of the United States.

NEW BUSINESS

1. Contract Award for CIP 1782A Hwy 17 8-Inch Force Main Relocation to Malphrus Utilities, LLC., for \$140,467.00,

Motion: Donna Altman moved, seconded by Rob McFee, to approve contract award for CIP 1782A Hwy 17 8-Inch Force Main Relocation to Malphrus Utilities, LLC., for \$140,467.00 as presented by Becca Bowyer, and referenced in the memorandum from Andrew Dudley dated August 4, 2022,

Vote: All voted in favor, none opposed,

Motion carried. 10-0

2. Contract Award for CIP 1958 Cherry Point Water Reclamation Facility Expansion to 11.25 MGD Design Phase Services to Black and Veatch for \$4,575,950.00,

Motion: Rob McFee moved, seconded by Michael Bell, to approve contract award for CIP 1958 Cherry Point Water Reclamation Facility Expansion to 11.25 MGD Design Phase Services to Black and Veatch for \$4,575,950.00 as presented by Becca Bowyer, and referenced in the Memorandum from Andrew Dudley dated August 11, 2022,

Vote: All voted in favor, none opposed,

Motion carried. 10-0

3. Contract Award for CIP 2211 HD02 Basin Lining and Manhole Rehab Design Phase Services to Weston and Sampson Engineers, Inc., for \$279,500.00,

Motion: Rob McFee moved, seconded by Donna Altman, to approve contract award for CIP 2211 HD02 Basin Lining and Manhole Rehab Design Phase Services to Weston and Sampson Engineers, Inc., for \$279,500.00 as presented by Becca Bowyer, and referenced in the Memorandum from Andrew Dudley dated August 4, 2022,

Vote: All voted in favor, none opposed,

Motion carried. 10-0

4. Contract Award for CIP 2326 Technical Specifications and Details Update Professional Services to AECOM for \$149,230.00,

Motion: Rob McFee moved, seconded by Lorraine Bond, to approve contract award for CIP 2326 Technical Specifications and Details Update Professional Services to AECOM for \$149,230.00 as presented by Becca Bowyer, and referenced in the Memorandum from Jeremy Sponseller dated August 11 2022,

Vote: All voted in favor, none opposed,

Motion carried. 10-0

5. Contract Award for CIP 2368 Cherry Point and Hardeeville Treatment Capacity Study Professional Services to Hazen and Sawyer for \$158,000.00,

Motion: Vice-Chair Greg Padgett moved, seconded by Rob McFee, to approve contract award for CIP 2368 Cherry Point and Hardeeville Treatment Capacity Study Professional Services to Hazen and Sawyer for \$158,000.00 as presented by Becca Bowyer, and referenced in the Memorandum from Jeremy Sponseller dated August 11 2022,

Vote: All voted in favor, none opposed,

Motion carried. 10-0

6. Purchase Order for Annual Maintenance for Utility Billing and Customer Information System/Enterprise Asset Management Platform to Tyler Technologies for \$243,034.54,

Motion: Vice Chair Greg Padgett moved, seconded by David Strange, to approve the purchase order for annual maintenance for utility billing and customer information system/enterprise asset management platform to Tyler Technologies for \$243,034.54, as presented and referenced in the Memorandum from Jon Torrescano dated August 17, 2022,

Vote: All voted in favor, none opposed,

Motion carried. 10-0

7. Supply Chain Challenges – *Update*. Joe provided the Board an update on issues purchasing meters. Andy Mattie demonstrated the assembly of the meters and explained the difficulty getting brass components for each meter as well as the number of meters in stock and currently on backorder.

(9:00 a.m.)

EXECUTIVE SESSION

Motion: Michael Bell moved, seconded by Vice Chair Greg Padgett, to go into executive session for the purpose of: 1. Attorney-Client, Privileged Information and Legal Advice pursuant to SC Code Ann. Section 30-4-70(a)(2), regarding: potential resolution of employee claims; 2. Attorney-Client, Privileged Information and Legal Advice pursuant to SC Code Ann. Section 30-4-70(a)(2), regarding: Board Communications; 3. Discussion of Succession Planning Pursuant to SC Code Ann. Section 30-4-70(a)(1)(2),

Vote: All voted in favor, none opposed,

Motion carried. 10-0

Chair Jimmy Baker, excused all persons from the meeting. Legal counsel, GM; DGM remained for executive session for the legal briefing.

GM, and DGM, were excused for discussion of Succession Planning.

(10:09 a.m.)

RECONVENE

Motion: Rob McFee moved, seconded by Michael Bell, to reconvene regular session,

Vote: All voted in favor, none opposed,

Motion carried. 10-0

ACTION ITEMS OCCURRING FROM EXECUTIVE SESSION

No action was taken.

PUBLIC COMMENT

Public Comments submitted throughout the course of the meeting should also be emailed to publicmeeting@bjwsa.org and limited to 3 minutes or 390 words. Comments submitted during the meeting will be provided to the Chair once the meeting has been reconvened following Executive Session and read aloud for the record at this time. *No comments were received.*

TELEPHONIC STATEMENT

“I Jimmy Baker, the Presiding Officer of this Meeting have previously stated that ***Lorraine Bond, and Andy Kinghorn*** WERE ATTENDING THIS MEETING TELEPHONICALLY. This meeting is in full compliance with the criteria for the attendance of this Meeting telephonically as set forth in Article II Section 11 of the Bylaws.”

ADJOURNMENT

With no further business to come before the Board, and without objection, Chair Michael Bell, moved, seconded by Donna Altman, to adjourn the meeting at, 10:13 a.m.,

Vote: All voted in favor, none opposed,

Motion carried. 10-0

APPROVED: 9/22/22

Libby Breland, Clerk to Board

Signatures and Attachments on file.