

FRIPP ISLAND PUBLIC SERVICE DISTRICT

MEMORANDUM

TO: Edward D. Wetzel, Chairman
Mike M. Murphy
Rick E. Keup
Michael J. Wilt
Dennis Perrone
John F. King

JS

FROM: Jeremy Sponseller

SUBJECT: Commission Meeting October 10, 2023

DATE: October 5, 2023

The **August** Special Commission meeting is scheduled for **Tuesday, October 10, 2023 at 9:30 a.m.** The meeting will be held in the training room at the Fripp Island Fire Department and electronically via Zoom. All attendees may elect to attend in person or via Zoom. Login/call-in information appears on the agenda. The agenda and handouts are provided for your review.

Please let me know if you will be unable to attend the meeting.

Enclosures

C: Joshua Horton, Fire Chief
Gary Pope, Jr., Esq.
Yvonne Fireall, Office Manager

FRIPP ISLAND PUBLIC SERVICE DISTRICT

Tuesday October 10, 2023
Frripp Island Fire Station
and
Electronic Meeting Via Zoom
9:30 a.m.

Zoom Info:

Join from PC, Mac, Linux, iOS or Android:

<https://us02web.zoom.us/j/86565978745>

Or iPhone one-tap (US Toll): +19292056099,,86565978745#
+13017158592,,86565978745#

Or Telephone:

Dial: +1 301 715 8592 (US Toll) or +1 312 626 6799 (US Toll)
Meeting ID: 865 6597 8745

AGENDA

1. Call to Order
 - Confirmation of the presence of a quorum
 - Confirmation of public meeting notice, as required by the SC Code of Laws *30-4-80(A)*.
2. Pledge of Allegiance
3. Approval of September 2023 Commission Meeting Minutes
4. Reports
 - Manager Report September 2023
 - a. Capital Project Update
 - b. Accounting Update
 - Fire Department Report September 2023
 - POA shoreline Committee
5. Old Business
 - Bond Referendum Update – Public Information Meeting today, 1-3 pm
6. New Business
7. Questions and Comments from Visitors
8. Adjourn

FRIPP ISLAND PUBLIC SERVICE DISTRICT

Minutes: Commission Meeting on September 12, 2023

Present: Edward D. Wetzel, Rick E. Keup, Michael J. Wilt, John F. King, Mike Murphy, Dennis Perrone

Absent:

Staff: Jeremy Sponseller, District Manager
Yvonne Fireall, Office Manager
Joshua Horton, Fire Chief
Rob Singletary, Field Operations Superintendent

Guests: Gary Nizzi

1. Chairman Wetzel called the meeting to order at 9:30 a.m., confirmed the presence of a quorum and confirmed that all requirements of the SC Code of Laws, Section 30-4-80, pertaining to the notice of meetings of public bodies, have been met for this meeting.
2. Chairman Wetzel led the Commission in the Pledge of Allegiance.
3. The Commission approved the minutes for the September 2023 regular Commission Meeting upon a motion by, Mr. Murphy (Vote: unanimous).
4. Reports
 - a) The Commission reviewed the Manager's Report for September 2023. (*Att A*)
 - b) The Commission reviewed the Fire Department Report for September 2023. (*Att B*)
 - c) The Commission received a report on POA Shoreline Committee activities from Commissioner King.
5. Old Business
 - a) The Commission entertained a presentation by Amy Vitner of First Tryon who gave an update on the Bond Referendum. (*Att C*)
 - b) The Commission received a report on the status of Capital Projects from Mr. Murphy and Mr. King. (*Att D*)
6. New Business
 - a) The Commission discussed and reviewed the assessment report from URCS Accounting who provided an analysis of the financial management and internal controls of the District. (*Att E*)
 - b) The Commission discussed and approved the purchase of the emergency equipment replacement of a Yamaha FX SVHO Jet ski for the Fire Department, not to exceed \$19,000 upon a motion by, Mr. Murphy (Vote: unanimous).
7. The Commission entertained questions and comments from visitors.

10. There being no further business, the meeting adjourned at 11:04 a.m., upon a motion by Mr. Keup (Vote: unanimous).



Edward D. Wetzel
Chairman



Yvonne M. Fireall
Secretary

FRIPP ISLAND PUBLIC SERVICE DISTRICT MANAGER'S REPORT FOR September 2023

I. New Taps

Category	FY 2024		FY 2023		FY 2022	
	Sep	YTD	Sep	YTD	Sep	YTD
Water customers	2	7	1	10	3	6
Res. Ir. customers	0	1	-	-	-	-
Sewer customers						
a. Gravity	2	6	1	7	3	5
b. Vacuum	0	1		3		1

Total vacuum sewer customers: 595 of 726

II. Operations Update Through Numbers

1. Butcher's Island and Hunting Island Booster Pumps Avg Daily Run Time for September

	<u>2023</u>	<u>Diff</u>	<u>2022</u>	<u>Diff</u>	<u>2021</u>	<u>Diff</u>	<u>2020</u>
Butcher's Isl Pumps Hrs/Day	3.2	(1.3)	4.5	(1.5)	6.0	(0.2)	6.2
Hunting Isl Pumps Hrs/Day	<u>6.4</u>	<u>(2.6)</u>	<u>9.0</u>	<u>(2.9)</u>	<u>11.9</u>	<u>(0.5)</u>	<u>12.4</u>
Total Hrs/Day	9.6	(3.9)	13.5	(4.4)	17.9	(0.7)	18.6

2. Fripp Island Master Metered Water Use for September, Average Gallons per Day

	<u>2023</u>	<u>% Change</u>	<u>2022</u>	<u>% Change</u>	<u>2021</u>	<u>% Change</u>	<u>2020</u>
BJWSA	606,774	1.5	597,786	(6.4)	638,893	(3.1)	659,000
Harbor Island	87,329	(3.3)	90,296	1.8	88,668	(4.4)	92,794
Hunt Island	9,539	14.9	8,304	(19.5)	10,311	5.3	9,794
Fripp Island	500,806	3.8	482,321	(9.4)	532,286	(1.5)	540,125
Accountability, %	98.5	N/A	97.2	N/A	98.8	N/A	97.5
Rainfall, Inches	2.9		10.3		8.8		10.9

3. Fripp Island Water Consumption – Recorded vs. Billed (in 1,000 gals.), September

	Annual	Qtr 1	Qtr 4	Qtr 3	Qtr 2
	<u>Total</u>	<u>2024</u>	<u>2023</u>	<u>2023</u>	<u>2022</u>
Fripp Master Meter	163,224	54,268	48,488	26,235	34,233
Billed Water	<u>152,564</u>	<u>52,194</u>	<u>44,705</u>	<u>23,520</u>	<u>32,145</u>
Total Unbilled Water	10,660	2,074	3,783	2,715	2,088
Unbilled Water Percent	7%	4%	8%	10%	6%
Flushing/Unbilled Accts	<u>221</u>	<u>0</u>	<u>0</u>	<u>51</u>	<u>170</u>
Unaccounted for Water	10,439	2,074	3,783	2,664	1,918
Unaccounted for Percent	6%	4%	8%	10%	6%

4. Wastewater Treatment Plant Flow for September, Gallons per Day

	<u>2023</u>	<u>% Change</u>	<u>2022</u>	<u>% Change</u>	<u>2021</u>	<u>% Change</u>	<u>2020</u>
Average Daily Flow	203,373	(20.5)	255,919	0.5	254,539	(8.3)	277,586
Weekly Max Flow	250,000	(27.5)	345,000	21.5	284,000	(2.1)	290,000
Peak Daily Flow	336,293	(42.3)	582,904	5.0	555,221	19.2	465,909

5. All water and wastewater sampling was satisfactory for the month of September
6. There were no issues with the water tower levels or flows in September.

III. Operations Update Through Field Work and Projects

1. General Water and Wastewater System Activities
 - a. Various utility locates, Daily
 - b. Cleaned membrane train 2 at the WWTP
 - c. Performed required sampling
 - d. Repaired leak on Silverside
 - e. Repaired leak on Porpoise
 - f. Malphrus Utilities replaced a valve at the intersection of Remora and Porpoise
 - g. Staff read meters for quarterly billing.
 - h. Repaired leak on Bonito
2. Administrative & Personnel Activities (status is continuing this month)
 - a. Working with accounting consultant to assist with year-end closeout and 2023 audit
 - b. Looking into Automated Meter Reading (AMR). Made preliminary inquiry with a vendor and had a small demonstration. Will be researching various, other, manufacturers to see who best fits the needs of the District.
 - c. I mentioned, last month, that I would be getting you a copy of the Energy Audit report performed by SCRWA. I have not yet finished reviewing it. When finished, I will distribute a copy to you all.
 - d. Development of a lead service line inventory, as required by the EPA's lead and copper rule revision, is underway. The deadline for completion of the inventory is October 16, 2024. I plan to attend a Webinar, on Thursday, to get a preliminary idea of how to achieve the goal. Then I will be meeting with the DHEC consultant to move forward.
 - e. During the quarterly billing, and as we were about to send the bills to the printer, Yvonne realized that the new water and sewer rates had not been entered into the billing software. She and I spent time well into the evening determining how the rates were structured, within the software, in order to calculate the bills correctly. After some time and effort, we managed to figure it out and were able to get the bills to the printer on time to be sent out. **Good Job Yvonne!!**
3. Fripp Inlet Bridge
 - a. Thai is no longer the PM for the Bridge project. I have spoken with Paul and he has provided me with the 50% drawings for the bridge work to be done. I am in the process of reviewing and will correspond with them about any questions or suggestions.
 - b. JMT had a crew on site the week of September 25th to perform the quarterly inspection. We are awaiting the inspection report. I have asked them to let me know when they are on site, for reference.
 - c. Bill Barna to be on site 10-6-23 to visual the abutments and compare to the pre-Idalia survey.
4. Hanna Engineering has provided me with an update to the Sea Glass project. I have the DHEC Construction Permit Application for review, as well as the plans that will accompany the permit. We have discussed the pumps and they know which ones to provide for the Davis Love Lift Station.
5. The Deer Lake Spillway is still awaiting materials delivery before reconstruction can begin. The contractor did perform the pressure check on the Harbor Island Utility effluent line that was bored under the marsh. It is the intent to perform the tie in connections when the contractor comes to perform the spillway reconstruction.

6. I have been in contact with USG, the Water Tower maintenance company. I am told that, currently, we have 4 outstanding tasks that they are to perform. The small tank is to receive a (1) washout and (2) interior touch up. The 200k gallon tank is to receive (3) exterior blast and then (4) exterior recoat. We are in the process of scheduling the work.
7. Low Country Engineering is working on the Deer Lake Force main relocation. I have not spent much time on this particular project but will get with Phil Waters and see where he is at. I do need to make contact with the property owners at both ends off the bridge and discuss property access with them.
8. Rob, Russell and I, have discussed the GIS Mapping effort and will be getting back with the SCRWA to see where we are with that. A preliminary effort has been completed and we are waiting on an update from the SCRWA.
9. Due to the recent, higher than usual, high tides, there has been some flooding around the island.
 - a. Water was witnessed coming in under the revetment along Porpoise and pooling to the point of running into the bath house on the golf course. There seems to be no apparent damage to the road or roadbed on the island side of the revetment.
 - b. Water was witnessed encroaching on Tarpon Drive from the inland side.
10. Miscellaneous Activities
 - a. 2023 General Obligation Bond – Public Information meeting to be held October 10, 2023, after the regular Commission meeting.

***Fripp Island Fire Department
Monthly Report Summary
September 2023***

Response Activities:

Total emergency responses for September; 13

	Sept 2023	Sept 2022	YTD CY23	YTD CY22
• Structure Fires	00	00	00	02
• Vehicle Fire	00	00	01	00
• Medical Emergencies	09	06	117	113
• Brush Fires	00	00	04	00
• Misc. Fire	01	01	15	23
• Service Calls	00	01	34	13
• Mutual Aid	01	01	07	06
• Auto Accident	02	01	09	08
• Water Emergencies	00	03	11	14
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	13	13	198	179

Average emergency response time:

4 minutes 16 seconds.

Roster:

Total personnel active for September, 21

Activities of Note:

Our new jet ski was placed into service September 27th. Review of all procedures for post use cleaning and maintenance will have been completed with all members by the time of todays meeting.



FRIPP ISLAND

Public Service District

Public Information Session - 2023 Bond Referendum

The Fripp Island Public Service District (FIPSD) will be hosting a Public Information Session concerning the upcoming 2023 Bond Referendum to be held on November 7, 2023, on the question of the issuance of total indebtedness of \$5.25 million of the FIPSD. The FIPSD has requested, and Beaufort County Council has ordered, a bond referendum which will be broken into three separate questions as follows:

1. \$1,320,000 to defray the costs of acquiring, designing, constructing, renovating, and equipping fire service facilities, apparatus, equipment and vehicles, to include, without limitation, station improvements, beach rescue equipment, squad trucks and aerial apparatus. (Fire Service Project)
2. \$870,000 to defray the costs of repairing, reconstructing, and mitigating certain District revetments and related infrastructure. (Revetment Project)
3. \$3,060,000 to defray the costs of repairing, reconstructing, and improving the Fripp Inlet Bridge and related infrastructure, including without limitation, bent retrofits and abutment protection. (Bridge Project)

Details will be provided on each of the above projects, as well as information on the Bond Referendum process and millage impacts to the properties on Fripp Island.

The Public Information Session will be held at the Fripp Island Community Center (FICC) located at 205 Tarpon Boulevard from 1:00 to 3:00 p.m. on Tuesday October 10, 2023. The meeting can also be accessed via zoom.

Zoom Info: Join from PC, Mac, Linux, iOS or Android:

<https://us02web.zoom.us/j/86565978745>

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