

## MINUTES OF THE MEMBERS OF THE BEAUFORT-JASPER WATER AND SEWER AUTHORITY MEETING HELD ON THURSDAY 8/26/2021

Be it remembered that the Members of the Beaufort-Jasper Water and Sewer Authority held an abbreviated meeting virtually on Thursday, 8/26/2021 to approve certain action items 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 physically present: Chair Jimmy Baker

Members of the Authority attending by video conferencing: Vice Chair Greg Padgett; Secretary/Treasurer, Donna Altman; Immediate Past Chair Michael Bell; Brandy Gray; Andy Kinghorn; Jerry Schulze.

Staff physically present: Joe Mantua, General Manager; Sarah Linkimer, Deputy General Manager; Rebecca Bowyer, Director of Engineering; Jeremy Sponseller, Capital Projects Manager; Libby Breland, Executive Assistant/Clerk to the Board; Phillip McCright, IT Systems Engineer.

Staff attending telephonically: Brian Chemsak, Chief of Plant Operations; Kenneth Frazier, Chief of Technical Services; Beth Lowther, Chief of Finance & Support Services; Linda Tillery, Chief of Customer Care; Pamela Flasch, Director of Public Affairs; Allena Lee-Brown, Director of Human Resources; Trisha Kilgore, Director of Technology & Innovation; Andy Mattie, Director of Field Operations and Military Programs; Steven Pecko, Accounting Manager; Nicholas Scott, Accountant IV; Tammy Holman, Procurement and Risk Manager.

Legal Counsel attending by video conferencing: Erin Dean, Esq., Tupper, Grimsley, Dean & Canaday, PA.

### CALL TO ORDER

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

Chair Jimmy Baker gave the invocation. A moment of silence was held in remembrance for employee, Shannon Knight. Thereafter, all joined in the Pledge of Allegiance to the flag of the United States.

### PUBLIC COMMENT

Chairman Baker read into record the following statements:

Public Comments may be submitted electronically by emailing your comments to [publicmeeting@bjwsa.org](mailto:publicmeeting@bjwsa.org). Advanced Comments will be accepted up to 1 hour prior to the scheduled meeting start time and shall be limited to three (3) minutes or 390 words. All Advanced

Comments will be provided to the Chair and read aloud for the record during the initial Public Comment period.

Public Comments may also be submitted throughout the course of the meeting. Those comments should also be emailed to [publicmeeting@bjwsa.org](mailto:publicmeeting@bjwsa.org) and limited to 3 minutes or 390 words. Comments submitted during the meeting will be provided to the Chair and read aloud for the record.

---

He then asked for advanced comments from the Clerk at this time. Libby reported that no comments were received in advance.

## **NEW BUSINESS**

1. Contract Award – CIP 2185 Galvanized Water Line Replacement Program, Phase II Division I to Malphrus Utilities, for \$1,040,641.95 and owner-controlled contingency for \$75,000.00 was presented by Becca Bowyer and referenced in the memorandum from Jeremy Sponseller dated 8/17/2021 and is attached to these minutes and is made a part hereof:

**Motion:** Moved by Donna Altman, seconded by Greg Padgett, approving the Contract Award for CIP 2185 Galvanized Water Line Replacement Program, Phase II Division I to Malphrus Utilities, for \$1,040,641.95 and owner-controlled contingency for \$75,000.00.

**Discussion:**

**Vote:** *The motion passed 6-0.*

2. Contract Award – CIP 2290 Galvanized Water Line Replacement Program, Phase III to Alliance Consulting Engineers, Inc. for consulting services, (Delivery Order 1) for \$255,500.00 was presented by Becca Bowyer and referenced in the memorandum from Jeremy Sponseller dated 8/16/2021 and is attached to these minutes and is made a part hereof:

**Motion:** Moved by Andy Kinghorn, seconded by Jerry Schulze, approving the Contract Award for CIP 2290 Galvanized Water Line Replacement Program, Phase III to Alliance Consulting Engineers, Inc. for consulting services, (Delivery Order 1) for \$255,500.00.

**Discussion:**

**Vote:** *The motion passed 6-0.*

3. Contract Award – CIP 2295 Fire Hydrant Rehab and Replacement FY22 to Potter Construction for \$142,547.00 was presented by Becca Bowyer and referenced in the memorandum from Jeremy Sponseller dated 8/17/2021 and is attached to these minutes and is made a part hereof:

**Motion:** Moved by Donna Altman, seconded by Greg Padgett, approving the Contract Award for CIP 2295 Fire Hydrant Rehab and Replacement FY 22 to Potter Construction for \$142,547.00.

**Discussion:** *With 6 of the 15 hydrants having to be pulled from the project do to the reduced project scope, it was the consensus of the Board to move forward with Potter Construction rehabbing the remaining 6 hydrants and not wait until the FY23 fire hydrant replacement project. Staff will bring a budget adjustment at the next Board meeting for this project.*

**Vote:** *The motion passed 6-0.*

4. Contract Award – Asset Management Strategy – Phase 2 to Arcadis for professional fees not to exceed \$275,000.00 was presented by Kenneth Frazier and referenced in his memorandum dated 8/18/2021 and is attached to these minutes and is made a part hereof:

**Motion:** Moved by Jerry Schulze, seconded by Brandy Gray, approving the Contract Award for the Asset Management Strategy, Phase 2 to Arcadis for professional fees not to exceed \$275,000.00.

**Discussion:**

**Vote:** *The motion passed 6-0.*

5. Purchase Order –3yr Enterprise Licensing Agreement to Environmental Systems Research Institute, Inc. “ESRI” for a total of \$150,000.00 was presented by Kenneth Frazier and referenced in his memorandum dated 8/18/2021 and is attached to these minutes and is made a part hereof:

**Motion:** Moved by Andy Kinghorn, seconded by Greg Padgett, approving the Purchase Order for a 3yr Enterprise Licensing Agreement to Environmental Systems Research Institute, Inc. “ESRI” for a total of \$150,000.00.

**Discussion:**

**Vote:** *The motion passed 6-0.*

6. Purchase Order – IT Lifecycle and New Hire Equipment Purchase to Dell Technologies for \$111,134.31 was presented by Kenneth Frazier and referenced in his memorandum dated 8/18/2021 and is attached to these minutes and is made a part hereof:

**Motion:** Moved by Greg Padgett, seconded by Brandy Gray, approving the Purchase Order – IT Lifecycle and New Hire Equipment Purchase to Dell Technologies for \$111,134.31.

**Discussion:**

**Vote:** *The motion passed 6-0.*

7. Purchase Order – Network Router Replacement/Storage Array Replacement to Rove for \$288,017.50 was presented by Kenneth Frazier and referenced in his memorandum dated 8/18/2021 and is attached to these minutes and is made a part hereof:

**Motion:** Moved by Jerry Schulze, seconded by Brandy Gray, approving the Purchase Order for the Network Router Replacement/Storage Array Replacement to Rove for \$288,017.50.

**Discussion:**

**Vote:** *The motion passed 6-0.*

**8:50 a.m. – Member Jerry Schulze exited the meeting.**

8. Environmental Insurance Renewal Coverage Proposal to Starr Surplus Lines Insurance Company for \$120,204.00 was presented by Tammy Holman and referenced in her memorandum dated 8/6/2021 and is attached to these minutes and is made a part hereof:

**Motion:** Moved by Donna Altman, seconded by Brandy Gray, approving the Environmental Insurance Renewal Coverage Proposal to Starr Surplus Lines Insurance Company for \$120,204.00.

**Discussion:** Attorney Erin Dean, will review the Policy to determine the full coverage.

**Vote:** The motion passed 5-0.

## **ADJOURNMENT**

With no further business to come before the Board, and without objection, Chair Jimmy Baker, declared the meeting adjourned at, 8:55 a.m.

---

*Chair, James E. Baker, Jr.*

---

*Secretary/Treasurer, Donna L. Altman*

APPROVED: \_\_\_\_\_

*Respectfully submitted,*

*Libby Breland, Clerk to Board*

Signatures and Attachments on file.