

## SOUTH ISLAND PUBLIC SERVICE DISTRICT

Proposed Minutes: South Island PSD Commission Meeting September 24, 2024, at the South Island Public Service District's Conference Room at 2 Genesta St. at 8:02 a.m.

Present: Alan Jackson, Chairman  
James Vaughn  
Pamela Ovens  
Tom DeMint  
John Phalen  
JR Richardson  
Gary Gaynor

Staff: Papu Tafao  
Heather Boggess  
Eddie Nettles

Guests: Joe Lucas  
Tony Hairston

Absent: David Martin

Legal: Jon Eggert

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1. **Review Minutes of August 27, 2024-** The minutes for the August 27, 2024, meeting were reviewed and upon motion made by Mr. Gaynor, and seconded, the minutes were approved unanimously.
  2. **Finance Update-** Mr. Joe Lucas from Pope Flynn discussed the upcoming bond issue. He stated the Series Resolution (See Attachment A) will be on the agenda for the October meeting. He noted that the District's financial advisor, Amy Vitner, prepared a rating presentation for Standard & Poor's. He stated the presentation went well. Mr. Lucas stated assuming the bond issue is approved by the Board at the next meeting, the plan is to post the offering document on October 24<sup>th</sup>, 2024.

Mr. Tony Hairston from Raftelis reviewed the rate study presentation (See Attachment B). He noted there will be additional rate increases needed in FY 2026 and FY2027 to support the debt service.

3. **General Manager Update-**

**CIP 57 Greenwood Piping-** Mr. Tafao stated this project is complete in Sea Pines and all of the piping installed is operational up to the security gate. He noted the next section will be past the gate through the Sea Pines circle which will include multi-directional drills. Mr. Tafao noted there is still some planting back of trees (less than 100) to be completed in Sea Pines. He noted CSA will let us know what they want planted and the District's contractor will set it in place. Mr. Tafao stated the work in Sea Pines was a huge job and it went very well due to having a great contractor. Mr. Richardson stated the District did a great job.

**CIP 73 Cordillo Pipeline-** Mr. Tafao stated the tie-in has been completed at the existing RO Plant and the next tie-in will be at Shipyard Plantation which will most likely occur at night. He noted once that tie-in is completed, this pipeline will be operational.

**High Service Pump Station-** Mr. Tafao stated this project is complete and the high service pump station is completely operational. He noted this pump station is offering more control over the pressure. He stated he will set up a tour for the Board in the near future.

**CIP - 86 New RO Plant & Cretaceous Well-** Mr. Tafao stated the Cretaceous Well is still in development. He noted it is undergoing a cleaning procedure to remove the mud from drilling. He noted once it is developed, we will be able to size the pump, spec it and finish the RO Plant.

4. **Personnel Committee Report-** Mr. Phalen, Chairman of the Personnel Committee, stated the Personnel Committee met on September 18<sup>th</sup> to review the proposed annual bonuses (See Attachment C) for employees. He noted the employee evaluations have been completed. He stated they also discussed the job valuations and noted they will be reviewed next year. The Personnel Committee recommends approval of the bonuses as presented in the Fiscal Year 2025 budget. Mr. Vaughn made a motion to approve the employee bonuses as presented. The motion was seconded and approved unanimously.
5. **Executive Session-** A motion to enter executive session was made by Mr. Phalen at 8:54 a.m. to discuss legal matters. Mrs. Ovens made a motion to end the executive session at 9:44 a.m. No action was taken.
6. **Other Business-** No other business.
7. There being no further business, Mr. Vaughn made a motion that was seconded, to adjourn the meeting at 9:45 a.m. The motion was approved unanimously.

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Heather Boggess, Recording Secretary