

Commissioners of Public Works of the City of Charleston, South Carolina
Monthly Agenda of the
Board of Commissioners and Standing Committees
January 29, 2025
9:00 a.m., 103 St. Philip Street
Charleston, South Carolina

Board of Commissioners Meeting

Chair

1. Call to Order – Thomas Pritchard
2. Compliance with Public Notice – Thomas Pritchard
3. Invocation – Mark Cline
4. Pledge of Allegiance – Mark Cline
5. Election of Chairperson and Vice-chairperson as Officers of the Commission for 2025 – Thomas Pritchard
Mr. Pritchard will call for nominations for the election of the Chairperson and the Vice-chairperson for 2025. Following nominations and the vote, the newly elected Chairperson will proceed to Agenda Item 7 below.
6. Appointment of Chairpersons of the Standing Committees for 2025 - Chairperson
The newly elected Chairperson will appoint Chairpersons of the Standing Committees for 2025.
7. Adjourn to Standing Committee Meetings, followed by Commissioners Meeting

Public Contract and Finance Committee

Committee Chair

1. Call to Order
2. Approval of Minutes of Committee Meeting of December 18, 2024
3. Digital Assurance Certification LLC Award of Excellence Recognition – Wesley Ropp – Exhibit A
4. Quarterly Investment Report – Heather Coward-Tague
5. Quarterly Financial Data – Susan Gladden
6. 2025 SC Black Expo Sponsorship Opportunity – Chad Atwater – Exhibit B (*Motion Requested*)
7. James Island PSD Memorandum of Understanding (Septic-to-Sewer Project Funding) Amendment – Mark Cline – Exhibit C (*Motion Requested*)
8. SC Rural Infrastructure Authority Planning Grant Update - Town of Hollywood Wastewater System Condition Assessment – Russell Huggins
9. Adjournment

Administrative, Personnel, and Public Relations Committee

Committee Chair

1. Call to Order
2. Approval of Minutes of Committee Meeting of December 18, 2024
3. Bill Inserts – Mike Saia – Exhibit D
March 2025 (*No Motion Needed*)
 - Charleston Water System’s *Water Wise* Customer Newsletter
4. Community Outreach and Media Update – Mike Saia
5. Quarterly Recruitment Status Report – Nichole Dunmeyer
6. Merchant Card Services Convenience Fees Benchmarking – Kimberly McKinley, Paul Hanson
7. Proposed Revision to Charleston Water System’s By-Laws and Rules of Procedures – Mark Cline – Exhibit E (*Motion Requested*)
8. Adjournment

Regulatory and Property Committee

Committee Chair

1. Call to Order
2. Approval of Minutes of Committee Meeting of December 18, 2024
3. Fluoridation Update – Baker Mordecai
4. Pump Station RT-1 Property Use Request – Mark Cline (*Motion Requested*)
5. Adjournment

Board of Commissioners Meeting

Chair

1. Reconvene Commissioners' Meeting after conclusion of Committee Meetings
2. Approval of Minutes of Meeting of December 18, 2024
3. Citizens Participation/Public Comment
4. Monthly Customer Service Activity and Financial Report – Evelyn Ferguson, Wesley Ropp
5. CEO / Staff Reports
 - a. Update on 24-inch Water Main Break in Accabee Neighborhood (Baker Avenue at Garfield Street) – Russell Huggins
 - b. Winter Storm Update – Baker Mordecai
 - c. SC Water Professionals Day Monday, March 3, 2025 – Mark Cline
6. Report of Standing Committees – Evelyn Ferguson
 - a. Public Contract and Finance Committee Meeting of January 22, 2025
 - b. Administrative, Personnel and Public Relations Committee Meeting of January 22, 2025
 - c. Regulatory and Property Committee Meeting of January 22, 2025
7. Major Capital Project Requests – Russell Huggins, PE
 - a. Hanahan Water Treatment Plant Plate Settling Basin and Settled Water Conveyance Phase 2 - Guaranteed Maximum Price 1 Proposal – Exhibit F
8. Citizens Participation/Public Comment
9. Executive Session

Mr. Cline may request that the Commissioners move to enter into Executive Session pursuant to Section 30-4-70(a)(1) of FOIA for attorney consultation on the following items. Following Executive Session, the Board may take action on item (a):

 - a. Personnel Matters
10. Adjournment

NOTE: If an Executive Session is requested in public open session and the vote is favorable, the presiding officer shall announce the specific purpose of the executive session as required by the South Carolina Code of Laws, Title 30 - Public Records; Section 30-4-70(b). Upon returning to public open session, the Board may take action on matters discussed in executive session.

Any writings or documents (Exhibits) that are public records and are provided to the governing board regarding an open session item on this agenda are available for public review at Charleston Water System, 103 St. Philip Street, Charleston, S.C. during normal business hours. Please contact the Executive Office at 843-727-6856 or info@charlestoncpw.com.