

LOWCOUNTRY COUNCIL OF GOVERNMENTS  
BOARD OF DIRECTORS MEETING

January 28, 2016

6:30 p.m.

**MINUTES**

**PRESENT:**

**ABSENT:**

**BEAUFORT COUNTY:**

Phil Cromer  
Gerald Dawson  
Brian Flewelling  
Alice Howard  
Bill McBride

Marc Grant  
Herbert Glaze [proxy to Gerald Dawson]  
Mary Beth Heyward  
Joseph McDomick  
Jerry Stewart  
Lisa Sulka [proxy to Chair]

**COLLETON COUNTY:**

Esther S. Black  
Bobby Bonds  
Joseph Flowers  
Tommy Mann  
Crawford Moore  
Gene Whetsell

Evon Robinson

**HAMPTON COUNTY:**

Frankie Bennett  
Pete Hagood  
Travis Mixson  
Buddy Phillips

Nat Shaffer

**JASPER COUNTY:**

Henry Etheridge  
Joey Malphrus  
Gwen Johnson Smith

Henry Lawton  
Michael Sweeney

**GUESTS:** Bronco Bostick, Hardeeville; Jane Darby, Edisto Beach; Kenny Larimore, SCDOT; Celia Price, Colleton County; Scott Ready, Hardeeville; Joy Riley, SCDOT; Brad Samuel, SCANA; Paul Sommerville, Beaufort County; Lisa Wechsler, Crowley-Wechsler CPA

**STAFF:** Hank Amundson, Sabrena Graham, Ginnie Kozak, Michelle Knight, Kimberly Mullinax, Connie Schroyer, Jonathan Sherwood, Sherry Smith

1. **Call to Order** - Chairman Mann called the LCOG Board Meeting to order at 6:30 p.m.
  - 1.1. Pledge of Allegiance
  - 1.2. Invocation
    - Led by Pete Hagood
  - 1.3. Introduction of Guests and Staff
  - 1.4. Welcome New Board Member
    - Welcomed new board member Crawford Moore, elected official for the Town of Edisto Beach.
  - 1.5. Presentation to Retiring Board Member
    - Jane Darby was presented an appreciation plaque for her service on the LCOG Board.
  - 1.6. Proxies
    - Herbert Glaze to Gerald Dawson; Lisa Sulka to Chair; Henry Lawton and Michael Sweeney absent without proxy. The meeting proceeded with a quorum present.

1.7. Approval of October 22, 2015 Minutes

- MOVED by Joe Flowers, seconded by Brian Flewelling to approve the minutes as presented. Motion carried unanimously.

**2. Presentation**

2.1. Presentation of the New LCOG Website – Kimberly Mullinax and Jonathan Sherwood

- The LCOG Website has been redesigned under contract by Revize. Led by Mullinax and Sherwood, LCOG staff worked as a team on its design.
- The website is located at the same URL: [www.lowcountrycog.org](http://www.lowcountrycog.org).
- There has been a website editor appointed from each department to maintain up-to-date information.
- Contact LCOG if you have pictures, articles, announcements or calendar events to share from your area.

**3. Resolution**

3.1. Resolution SFY2015-2016 *authorizing the Executive Director to file application with the South Carolina Department of Transportation on the behalf of Hampton and Jasper County Councils on Aging for federal and/or state funding to assist in providing community and/or human services transportation services.* – Hank Amundson

- This resolution allows LCOG to receive and manage senior transportation funds for Hampton and Jasper Councils on Aging.
- MOVED by Gene Whetsell, seconded by consensus to accept Resolution SFY2015-2016. Motion carried unanimously.

**4. New Business**

4.1. SCDOT Project Progress Report – Joy Riley

- Joy Riley reported the status of the SCDOT road and bridge projects underway or pending for Beaufort, Colleton, Hampton and Jasper Counties. A detailed report outlining projects by county was distributed.

4.2. Lowcountry Regional Development Corporation (LRDC) Regular Meeting – Sabrena Graham & Michelle Knight

- MOVED by Joe Flowers, and approved by consensus to call the LRDC Meeting to order. The meeting was called to order at 6:56 pm.

4.2.1. LRDC Annual Financial Report for the Years Ended September 30, 2015 and 2014 – Lisa Wechsler, CPA.

- The financial statements presented fairly and the changes in its net assets and cash flows ended in accordance with the generally accepted U.S. accounting principles.
- There were three major financial events in the year: 1) The outstanding Parish Market loan was paid in full. The money was returned to the revolving loan fund for future use. 2) The outstanding Star Trax Year Round Pool lease was paid in full. \$100,000 of this revenue was placed in a deferred revenue account for future use by Jasper County. 3) Funds held for the Palm Key project were taken by Jasper County for another project.
- The vacant building in Hampton County has been rented.
- Copies of the Financial Report were distributed.
- MOVED by Pete Hagood, seconded by Brian Flewelling to receive the report as presented. Motion carried unanimously.

- MOVED by Gerald Dawson, seconded by Brian Flewelling to end the LRDC Meeting. Motion carried unanimously. The meeting concluded at 7:04pm and the LCOG Board Meeting resumed.

## **5. Reports**

### **5.1. Finance Report for December 2015 – Sherry Smith**

- Sherry Smith reviewed the Statement of Revenues and Expenditures for the period ending December 2015.
- Copies of the monthly financial statement were distributed in agenda packets.
- Revenues over expenditures were \$14,173.
- 40% of the budget has been expended.

### **5.2. Community and Economic Development (C&ED) Report – Michelle Knight**

- A \$2M EDA grant was approved for the Walterboro Water Treatment Plant
- Five of seven CDBG grant applications submitted last October were approved for funding.
- Copies of the monthly C&ED Report were distributed in agenda packets.

### **5.3. Director's Report – Sabrena Graham**

- Beginning Jan. 1, 2016, The U.S. General Services Administration has reduced the mileage reimbursement rate from \$0.575 to \$0.54 per mile. LCOG will follow the same reduction.
- Between January through March, Needs Assessment hearings led by LCOG staff will be conducted at town and county council meetings. These hearings are the basis by which LCOG can assist local governments in identifying funds for community projects.
- LCOG received a Nat'l Association of Development Organizations (NADO) Innovation Award for facilitating the creation and development of the Lowcountry Regional Water System in Hampton County.
- On February 18, COG Directors will meet with SC Senator Hugh Leatherman, Chairman of the Senate Finance Committee seeking support for increasing the funds given to COGs.
- Input is requested in identifying the top five successes in the LCOG region over the past 50 years as well as the top five goals moving forward. This information will be used for the SC Association of Regional Councils (SCARC) 50<sup>th</sup> Anniversary Celebration later this year.
- The Lowcountry Area Transportation Study (LATS) Committee has completed the Long-Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP). The documents now go to the SCDOT Commission for approval.
- The LCOG has formed a Citizen Participation Committee to cover civil rights issues at the COG. Rhonda Davis has been appointed as the Coordinator. If your agency is a recipient of federal funds it is required to implement a similar committee. LCOG can assist with implementation if needed.
- Jonathan Sherwood of the LCOG Planning Department is now a certified planner having passed the exam managed by the American Institute of Certified Planners.
- Technical College of the Lowcountry (TCL) president Dr. Richard Gough recently delivered the 2016 State of the College Report. One of the 2015/16 goals of the LCOG Board is to build a relationship with the TCL to help link education with workforce in the region. Copies of the report were distributed for information.

5.4. Planning Report – Ginnie Kozak

5.4.1. 208 Report

- The monthly 208 Water Quality Certification Report was distributed for information.

5.4.2. Regional Unemployment Chart

- The monthly Regional Unemployment Chart was distributed for information.

**4. Council Time**

- MOVED by Buddy Phillips, seconded by consensus for the Executive Director to write a letter urging delegation members to support full funding of the Local Government Fund (LGF). Motion carried unanimously.

**5. Adjourn**

- MOVED by Joe Flowers, seconded by consensus to adjourn the meeting. Motion carried unanimously. Chairman Mann adjourned the meeting at 7:20 pm.

Copies of the agenda and supporting documents were distributed prior to the meeting. A notice of the meeting was posted on the LCOG Website and bulletin board in accordance with the law.

Submitted by,

Connie Schroyer  
Board Clerk