

# **SOUTHERN LOWCOUNTRY REGIONAL BOARD MEETING Minutes**

City of Hardeeville, Council Chambers 205 E. Main St., Hardeeville, S. C. 29927

Tuesday, May 23, 2018, 10:00 a.m.

## **I. Call to Order**

Mayor Harry Williams called the meeting to order at 10:00 A. M.

## **II. Public Comment**

There were no public comments.

## **III. Old Business**

There was no old business.

## **IV. New Business**

1. The impact of growth on the postal service and suggestions how to handle mail delivery  
Speaker to include: Terri Yardley, Postmaster of Bluffton and Wayne McCall, Regional Postal Service Growth Management Coordinator
  - A. Issues- The large amount of growth and the fact that no one is consulting with the postal service as to the impact or the delivery method to be utilized.
    1. Curbside
    2. Centralized box units (CBU)
    3. Wall Unit
  2. Every developer doing their own thing.
  3. Solutions.
    - A. Yardley and McCall are working together so that everyone gets their delivery.
      1. Talking to local governments.
      2. Talking with developers.
      3. Talking with builders.
      4. Requiring Centralized box units
        - a. If the housing development is less than a year-old curbside boxes are being converted to CBU's.
        - b. Developers placing all CBU's in one location instead of spreading them out.
  4. Post Office reasoning
    - A. New Postmaster General for the first time, is treating mail delivery like a business.
    - B. Bill HR756, stating that post offices will be doing centralized delivery is in Congress right now.
    - C. Cost efficient-savings is substantial with centralized box units.

## **V. Question, Comments and Answers**

**1. Q-Mayor Sulka, Town of Bluffton**

Is it possible for the planning department to know this information and where to place mailboxes from the start and show they base the mailbox location on the number of houses in a development from the beginning?

**Q-Mayor Williams, City of Hardeeville**

Will all future developments be required to have CBU's? Does an ordinance need to be adopted for CBU's?

**A-Terri Yardley, Postmaster of Bluffton**

Yes, the planning departments should know this information from the beginning and an ordinance should be adopted stating that all developments will need CBU's.

**A-Wayne McCall, Regional Postal Service Growth Management Coordinator**

The Post Office isn't supposed to make money but not supposed to lose money either. The CBU's will save time and money. The Postal Operation Manual (POM) was updated April 26, 2018 and it states the delivery mode guidelines. The postal service shall dictate all new and extended residential and commercial delivery points. Only a district manager can approve curbside delivery service in a new sub-division. The only Federal requirement is that units be secured. The CBU requirements are different for each county. Some counties require the units to be covered, lit, both, or none of the these. The planning departments can mandate the requirements.

**2. Q-Martin Sauls, Jasper County Councilmember**

Is there a detailed list of the postal service requirements that can be given to the developers?

**Q-Mayor Sulka, Town of Bluffton**

Bluffton is already implementing the CBU's.

**Q-Michael Covert, Beaufort County Councilmember**

When you say secured why and what does secured mean?

**Q-Mayor Williams, City of Hardeeville**

Is it up to the jurisdiction to define where the units are placed and the definition of secured?

**Q-Michael Covert, Beaufort County Councilmember**

Do the new changes leave the door open to Federal Government coming in and requiring the HOA's to convert to CBU's?

**A-Wayne McCall, Regional Postal Service Growth Management Coordinator**

Secured means that each individual mailbox is locked. The resident/business will have a key to open the box and the post office will have a master key (Aero Key) to open all the boxes. The keys are unique to each county. The CBU's also have parcel lockers, that the carrier can put packages in. They leave a key in the individual mailbox to retrieve packages.

**3. Q-Mayor Sulka, Town of Bluffton**

Heather Colin, Growth Management, Town of Bluffton treats the CBU's like a checklist.  
Where are you putting the mail kiosk?  
Have you talked to the post master?  
Is it shown on the plans where the CBU will be located?  
Will there be any additional features such as it being covered, security cameras or lighted?

4. **Q-Mayor Williams, City of Hardeeville**

How will large packages be delivered?

**A- Terri Yardley, Postmaster of Bluffton**

If the carrier determines that the neighborhood is safe, and it is safe to leave the package on the door step that is what they will do. If they determine it is unsafe they will scan it as attempted delivery, leave a note that the package can be picked up at the post office. Try to push for security cameras at the CBU's, this helps deter theft.

5. **Q-Michael Covert, Beaufort County Councilmember**

What is the required if someone purchases a large piece of rural land? Will they be required to go to a centralized location to pick up mail? Who decides who gets curbside mailboxes and who doesn't?

**A- Wayne McCall, Regional Postal Service Growth Management Coordinator**

If an individual house is built on a 5-acre lot, then there would be an individual curbside mailbox, but if you sub-divided the lot where there would be multiple deliveries, then there would be a centralized unit.

6. **Q-Michael Covert, Beaufort County Councilmember**

What number constitutes multiple deliveries?

**A-Wayne McCall, Regional Postal Service Growth Management Coordinator**

The local Postmaster would go by the POM to make the decision.

7. **Q -Mayor Sulka, Town of Bluffton**

Should the towns start focusing on this now before it becomes a federal law?

**A-Wayne McCall, Regional Postal Service Growth Management Coordinator**

Yes, as part of his job it would be easier to work with HOA's, developers, builders, and councils to offer services to make the transition easier and more efficient.

8. **Q-Mayor Williams, City of Hardeeville**

Who should be contacted to sit with planning departments to address what steps to take?  
Can we get a list of regional contacts?

**A- Wayne McCall, Regional Postal Service Growth Management Coordinator**

For Hardeeville, it would Rena Baker at the Hardeeville post office, other towns will contact their local postmaster. Yes, I can send an email with contacts. I will do anything I can to assist the municipalities with this process.

9. **Q-Mayor Williams, City of Hardeeville**

A large amount of the current and expanding population are seniors. Will they be expected to go to the post office to pick up large packages?

**A- Terri Yardley, Postmaster of Bluffton**

There are exceptions. The postmaster can grant a hardship delivery for a person to receive their mail at their home if they are physically unable to go CBU or post office if they live alone and do not have a caretaker. Once the door carrier service is no longer needed it will convert back to the regularly scheduled service.

If a sub-division adds a phase of homes, the mail service will be CBU's. If the other sections are curbside service, it will be up to the HOA's to make all the sub-division CBU's or not.

10. **Q -Mayor Sulka, Town of Bluffton**

Is the POM available electronically?

**A- Wayne McCall, Regional Postal Service Growth Management Coordinator**

Yes, I will email it.

11. **Q- Fred Hamilton, Town of Bluffton Councilmember**

How long has the CBU process been in place?

**A- Wayne McCall, Regional Postal Service Growth Management Coordinator**

It has been in the works for the last five-six years. For the last two years the postal service has been actively requesting CBU's. The revised Pom came out in April 2018, that has the official policy in it.

12. **Q- Fred Hamilton, Town of Bluffton Councilmember**

Will the new policy require developments that were in existence before April 2018, to change their service from curbside service to CBU's?

**A- Wayne McCall, Regional Postal Service Growth Management Coordinator**

Individual post offices determined the type of service before April 2018, anyways. The new POM just made it a national policy. Going back and reverting the service won't happen.

**Public Comment**

**Mike Raymond, Former Land Developer Manager for D. R. Horton and Former Project Manager for many major residential developments throughout Southern Beaufort, Savannah, and Pooler**

It doesn't matter how the developers get the information, but when they get it. Developers need to know early in the process what each municipality requires. The planning for CBU's are not usually in the mix. Developers will have to plan for pull off areas, parking, pads, and electricity. This is a critical piece of the sub-division that needs to be built in to the review process, so it can be incorporated. This also need to be considered when making those developments less than a year old retrofit for CBU's. It may be more difficult than you realize.

**VI. Adjournment**

Meeting adjourned at 11:16 a.m.

**NEXT MEETING DATE: Tuesday, June 26, 2018 at 10:00 a.m. Location: City of Hardeeville, 205  
E. Main St., Hardeeville, S. C. 29927**