

MINUTES

August 19, 2024



Kershaw County and Lee County Regional Water Authority

AGENDA **Commission Meeting**

2:00p.m.

August 19, 2024

2638 Old Stagecoach Road, Cassatt, SC 29032

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|---|------------------------------------|
| 1. Call to Order | Mr. Roosevelt Halley, Chairman |
| 2. Invocation | Rev. Kenneth Carter, Chaplain |
| 3. Statement of Public Notice Compliance with the South Carolina Freedom of Information Act | Mr. Roosevelt Halley, Chairman |
| 4. Approval of the Agenda | Mr. Roosevelt Halley, Chairman |
| 5. Public Comment | Mr. Roosevelt Halley, Chairman |
| 6. Committee Reports & Discussion | Mr. Roosevelt Halley, Chairman |
| • Executive Committee | Mr. Roosevelt Halley, Chairman |
| • Finance Committee | Mr. Derrick Brown |
| • Human Resources Committee | Mr. Mike Davis |
| • Policy Review Committee | TBD |
| • Memorial Committee | TBD |
| 7. Secretary's Report | Mrs. Angela McCaskill, Secretary |
| • Minutes, Commission Meeting, July 15, 2024 | |
| 8. Approval of Minutes | Mr. Roosevelt Halley, Chairman |
| • Minutes, Commission Meeting, July 15, 2024 | |
| 9. CEO's Report | Mr. Nathan Ward, C.E.O. |
| 10. Operations Report | Mr. Nathan Ward, C.E.O. |
| 11. Financial Report | Mr. Justin Gates, Finance Director |

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| 12. Executive Session - Contractual Matters | Mr. Roosevelt Halley, Chairman |
| 13. Action, if any, to be taken from Executive Session Discussions | Mr. Roosevelt Halley, Chairman |
| 14. Old Business | Mr. Roosevelt Halley, Chairman |
| 15. New Business | Mr. Roosevelt Halley, Chairman |
| 16. Next Meeting, September 16, 2024 | |
| 17. Adjourn | Mr. Roosevelt Halley, Chairman |

Committee List

Executive Committee

Roosevelt Halley, Chairman
Furman Fountain
Kenneth Carter

Finance Committee

Derrick Brown, Chairman
Eddie Thomas
Kenneth Carter

Human Resource Committee

Mike Davis, Chairman
Ollie Thompson
Eddie Thomas

Building Committee

Furman Fountain, Chairman
Mike Davis
Kenneth Carter

Policy Review

Ollie Thompson
Mike Davis
Derrick Brown

Memorial Committee

Eddie Thomas
Ollie Thompson

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Members Present:	Mr. Roosevelt Halley	Chairman
	Mr. Furman Fountain	Vice Chairman
	Rev. Kenneth Carter	Chaplain
	Mr. Derrick Brown	Commissioner
	Mr. Mike Davis	Commissioner
	Mr. Garrett Plyler	Commissioner
	Rev. Eddie Thomas	Commissioner
	Mrs. Ollie Thompson	Commissioner
Associates Present:	Mr. Nathan Ward	C.E.O
	Mr. Justin Gates	Finance Director
	Mrs. Angela McCaskill	Secretary

1. Call to Order

Action

- Meeting called to order by Mr. Halley.

2. The Invocation

Action

- Rev. Carter delivered the invocation.

3. Statement of Public Notice Compliance with the South Carolina Freedom of Information Act

Key Discussion Points

- Mr. Halley stated that the public has been notified of the meeting.

4. Approval of the Agenda

Action

- Rev. Carter made a motion to approve the agenda. Mr. Brown seconded the motion. All voted in favor.

5. Public Comment

Key Discussion Points

- None

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6. Committee Reports & Discussion

Key Items of Discussion

- Executive Committee – No report given.
- Finance Committee – No report given.
- Human Resource Committee - No report given.
- Policy Review Committee – No report given.
- Memorial Committee – No report given.

7. Secretary's Report

Key Items of Discussion

- Mrs. McCaskill presented the minutes for the Commission Meeting dated, July 15, 2024.

8. Approval of Minutes

Action

- Mr. Brown made a motion to approve the minutes for the Commission Meeting, dated July 15, 2024. Mr. Fountain seconded the motion. All voted in favor.

9. CEO'S Report

Key Items of Discussion

- Mr. Ward gave a sales update in gallons and revenue.
- Mr. Ward updated the Commissioners on the Hwy 97 12" water main and the SCIIP projects.
- Mr. Ward updated the Commissioners on the new Prestage Rate and Usage.
- Mr. Ward informed the Commissioners that Southern Corrosion will begin the process of painting our tanks. Four tanks should be completed in the 24-25 fiscal year.
- Mr. Ward shared that John and himself met with the mayor of Lynchburg, but nothing came from the meeting at this time.
- Mr. Ward informed the Commissioners that we had some old equipment we needed to get rid of and we are planning to use Gov Deals to auction off the equipment.
- Mr. Ward also shared with Commissioners that we had reached out to Old South about catering our Employee Appreciation Lunch. They will be able to accommodate us on a Friday at their location.
- Mr. Ward informed the Commissioners that we have made the switch over to Electronic Timecards.

10. Operations Report

Key Items of Discussion

- Mr. Ward presented the Operations Report.

11. Financial Report

Key Items of Discussion

- Mr. Gates presented the Financial Report.

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12. Executive Session Legal and Contractual Matters

Action

- No Executive Session

13. Action, if any, Taken from Executive Session Discussions

Key Items of Discussion

- No action taken.

14. Old Business

Key Items of Discussion

- None

15. New Business

Key Items of Discussion

- Mr. Halley and Mr. Ward suggested changing the meeting dates in November, due to them both being out of town at a conference. The meeting was changed to Tuesday, November 12, 2024. Also, discussed going ahead with trying to secure April 24 - 27,

16. Next Meeting

Key Items of Discussion

- Next meeting, September 16, 2024

17. Adjourn

Action

- Mr. Fountain made a motion to adjourn. Mr. Brown seconded the motion. All voted in favor.
- Meeting adjourned.

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CEO Report – August 2024

1. Sales

	Gallons Sold	Revenue
July 2023	77,990,567	\$621,788
July 2024	90,681,731	\$711,191
YTD (2023-2024)	77,990,567	\$621,788
YTD (2024-2025)	90,681,731	\$711,191

- Prestage Usage – 24,128,700 Gallons

2. Construction Project Updates

- Hettie to Highway 1 – 12” Water Main
- Hall Rd, Old Georgetown Rd, Robinson Town Rd – 8” Water Main
- Westville EST
- Galloway GST Tank Painting

3. Misc. Updates

- Hydrant Meter
- Prestage Rate and Usage
- New O&M Employee
- Tank Painting
- Lynchburg Meeting Update
- Cassatt Sites
- Old Equipment/Gov. Deals
- Employee Appreciation Lunch