

# MINUTES

January 21, 2025



**Kershaw County and Lee County Regional Water Authority**

## **AGENDA**

### **Commission Meeting**

**2:00p.m.**

**January 21, 2025**

**2638 Old Stagecoach Road, Cassatt, SC 29032**

- |   |                                  |
|---|----------------------------------|
| 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, December 16, 2024  |                                  |
| 8. Approval of Minutes  | Mr. Roosevelt Halley, Chairman   |
| • Minutes, Commission Meeting, December 16, 2024  |                                  |
| 9. CEO's Report   | Mr. Nathan Ward, C.E.O.          |

- |  |                                    |
|--|------------------------------------|
| 10. Financial Report   | Mr. Justin Gates, Finance Director |
| 11. Operations Report  | Mr. John Watkins, C.O.O.           |
| 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, Monday, February 17, 2025                        |                                    |
| 17. Adjourn  | Mr. Roosevelt Halley, Chairman     |

Committee List

Executive Committee

Roosevelt Halley, Chairman  
 Furman Fountain  
 Kenneth Carter

Finance Committee

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

## 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

- Mr. Brown made a motion to approve the agenda. Mrs. Thompson 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, December 16, 2024.

## 8. Approval of Minutes

### Action

- Mr. Brown made a motion to approve the minutes for the Commission Meeting, dated December 16, 2024. Mr. Plyler seconded the motion. All voted in favor.

## 9. CEO'S Report

### Key Items of Discussion

- Mr. Ward gave a sales update on gallons and revenue.
- Mr. Ward updated the Commissioners on the SCIIP projects.
- Mr. Ward informed the Commissioners that we had no legal updates.
- Mr. Ward informed the Commissioners that we have a CSR retiring and have already hired for that position. He also, informed them of an open Field Technician position.
- Mr. Ward informed the Commissioners that Cassatt Water has signed a contract with McGuire Woods to be our liaison with the proposed legislation.
- Mr. Ward updated the Commissioners on Lynchburg. Cassatt Waters' next step will be establishing an Operations Maintenance Agreement.
- Mr. Ward informed the Commissioners that we have met with Servline, a Leak Insurance Program Company, to see if they could help with our leak adjustments. We are currently waiting for them to give us a proposal regarding what it will cost.
- Mr. Ward informed the Commissioners that the City of Camden has approached Cassatt Water about leasing two sites for antennas for their new AMI System.

## 10. Financial Report

### Key Items of Discussion

- Mr. Gates presented the Financial Report.

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## 11. Operations Report

### Key Items of Discussion

- Mr. Watkins gave an update on the everyday operations of tap installations, work orders, locates, leaks and valve maintenance.

## 12. Executive Session Legal and Contractual Matters

### Action

- No Executive Session held.

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

### Key Items of Discussion

- None

## 14. Old Business

### Key Items of Discussion

- None

## 15. New Business

### Key Items of Discussion

- None

## 16. Next Meeting

### Key Items of Discussion

- Next meeting, Monday, February 17, 2025

## 17. Adjourn

### Action

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

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## CEO Report – January 2025

### 1. Sales

	Prestage Usage (Gal.)	Total Usage (Gal.)	Revenue
December 2023	17,434,000	49,243,092	\$551,144
December 2024	17,518,600	65,295,623	\$614,112
YTD (2023-2024)	127,997,700	408,060,867	\$3,550,304
YTD (2024-2025)	116,103,500	425,350,530	\$3,825,361

### 2. Construction Project Updates

- a. Hettie to Highway 1 – 12” Water Main
- b. Hall Rd, Old Georgetown Rd, Robinson Town Rd – 8” Water Main
- c. Westville EST
- d. Galloway GST Tank Painting
- e. Hydro-Pneumatic Tank Painting

### 3. Legal Updates

- a. Hwy 97 – Customer Easement Issue

### 4. HR Updates

### 5. Misc. Updates

- a. SPD Legislation Update
- b. Lynchburg Update
- c. Leak Insurance Program
- d. City of Camden

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## Operations Report – January 2025

### 1. Taps

Month	Availability Requests	Taps Purchased	Taps Installed
July	9	5	4
August	15	9	14
September	9	11	9
October	15	4	3
November	8	11	9
December	3	4	5
January			
February			
March			
April			
May			
June			
<b>Total</b>	<b>59</b>	<b>44</b>	<b>44</b>

2. Work Orders Completed: 334, Disconnects 127, Reconnects 123

3. Locate Tickets Completed: 293

4. Main Line Leaks Repaired: 14

5. Service Leaks Repaired: 7  
    ○ Services Replaced: 6

6. Water Loss: N/A

7. Miscellaneous:  
    a. Asphalt  
        ○ Gooding Place and South Gate  
    b. Valve maintenance  
        ○ 161 valves  
    c. Check valves replacement: 13