

MINUTES

October 20, 2025



Kershaw County and Lee County Regional Water Authority

AGENDA

Commission Meeting

2:00p.m.

October 20, 2025

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. Angie McCaskill, Secretary |
| • Minutes, Commission Meeting, September 22, 2025 | |
| • Minutes, Memorial Committee Meeting, October 1, 2025 | |
| 8. Approval of Minutes | Mr. Roosevelt Halley, Chairman |
| • Minutes, Commission Meeting, September 22, 2025 | |
| • Minutes, Memorial Committee Meeting, October 1, 2025 | |
| 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. Discussion and Approval of Selling Property at 441 Easy Street	Mr. Nathan Ward, C.E.O
13. Executive Session – Legal Matters	Mr. Roosevelt Halley, Chairman
14. Action, if any, to be taken from Executive Session Discussions	Mr. Roosevelt Halley, Chairman
15. Old Business	Mr. Roosevelt Halley, Chairman
16. New Business	Mr. Roosevelt Halley, Chairman
17. Next Meeting Monday, November 10, 2025	
18. 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
Mr. Furman Fountain
Rev. Kenneth Carter
Mr. Derrick Brown
Mr. Mike Davis
Mr. Garrett Plyler
Rev. Eddie Thomas
Mrs. Ollie Thompson

Chairman
Vice Chairman
Chaplain
Commissioner
Commissioner
Commissioner
Commissioner
Commissioner

Associates' Present: Mr. Nathan Ward
Mr. Justin Gates
Mrs. Angie McCaskill
Mr. John Watkins

C.E.O
Finance Director
Secretary
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. Fountain made a motion to approve the agenda. Mr. Brown seconded the motion. All voted in favor.

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5. Public Comment

Key Discussion Points

- None

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 – The committee met to determine what Cassatt Water would do in memory of Donna Tuttle. It was decided that we would do one of two things, either dedicate the Board Room or dedicate the Governor's Hill Tank. Also, discussed having a plaque done for the CEO's and Board Members. Mr. Ward presented several drafts of the wording for the plaque for Donna, and it was decided that option #2 was the one we would use.

Action

- Rev. Carter made a motion to accept both, dedicating the Board Room in Donna Tuttle's memory and to also proceed with a plaque for the CEO's and Board Members. Rev. Thomas seconded the motion. All voted in favor.

7. Secretary's Report

Key Items of Discussion

- Mrs. McCaskill presented the minutes for the Commission Meeting dated, September 22, 2025.
- Mrs. McCaskill presented the minutes for the Memorial Committee Meeting dated, October 1, 2025.

8. Approval of Minutes

Action

- Mr. Brown made a motion to approve the minutes for the Commission Meeting dated, September 22, 2025. Mrs. Thompson seconded the motion. All voted in favor.
- Rev. Carter made a motion to approve the minutes for the Memorial Committee Meeting dated, October 1, 2025. Mr. Fountain 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 informed the commissioners that they have started the tank painting and are currently working on Peays Ferry Road tank. The tie in for Logan Road has been completed and we are currently waiting for the permit to put into service. We are currently reviewing shop drawings on the new Booster Pump Station for Springhill and reviewing the quote for the jockey pump at Singleton Creek. The VFD drives should arrive late November for the Hwy 521 Booster Pump

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Station. RIA will be coming out next week to do the SCIIP grant monitoring, so we can begin to close the grant out.

- Mr. Ward informed the commissioners that there is no update on the Pierre Trial. They will be sending over some dates that will be good to meet and start reviewing the case.
- Mr. Ward informed the commissioners that we have no HR updates.
- Mr. Ward informed the commissioners that all the Board Appointments have been received by the Governor's office.
- Mr. Ward informed the commissioners that there is no major update with the Town of Lynchburg.
- Mr. Ward stated that the inactive policy started October 1, 2025, and we have had about 102 inactive meters come on because of the policy.
- Mr. Ward informed the commissioners that we have reviewed a Zero Report and out of 200 meters about 50 were replaced.
- Mr. Ward informed the commissioners that the FY 2024 – 2025 Audit will begin tomorrow.

10. Financial Report

Key Items of Discussion

- Mr. Gates presented the Financial Report.

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. Discussion and Approval of Selling Property at 441 Easy Street

Key Items of Discussion

- Mr. Ward informed the commissioners that we have a piece of property off Pickett Thomas Road, that we inherited that is an old tank site. It is ½ acre in size and the tank has been removed from the property and we currently have someone who is interested in purchasing the property.

Action

- Rev. Thomas made a motion to allow Mr. Ward to proceed with looking into selling the property. Mr. Plyler seconded the motion. All voted in favor.

13. Executive Session Legal Matters

Action

- No Executive Session.

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

Key Items of Discussion

- None

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15. Old Business

Key Items of Discussion

- Mr. Brown asked about Thanksgiving or Christmas luncheon for the employees. Mr. Halley stated that we would continue with the gift cards for Christmas, but we would be planning an Employee Appreciation luncheon for February or March.

16. New Business

Key Items of Discussion

- None

17. Next Meeting

Key Items of Discussion

- Next meeting, Monday, November 10, 2025

18. Adjourn

Action

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

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CEO Report –October 2025

1. Sales

	Prestage Usage (Gal.)	Total Usage (Gal.)	Revenue
September 2024	16,849,300	71,357,386	\$662,827
September 2025	19,917,700	69,162,303	\$661,500
YTD (2024-2025)	61,554,400	233,609,690	\$2,019,867
YTD (2025-2026)	58,405,000	211,738,862	\$1,993,320

2. Construction Project Updates

- a. Tank Painting
- b. Logan Rd Water Line Extension
- c. Spring Hill BPS
- d. Singleton Creek BPS
- e. Hwy 521 BPS

3. Legal Updates

4. HR Updates

5. Misc. Updates

- a. Board Appointment Update
- b. Lynchburg Update
- c. Inactive Policy
- d. Meters
- e. Audit

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Operations Report – October 2025

1. Taps

Month	Availability Requests	Taps Purchased	Taps Installed
July	19	4	9
August	9	12	7
September	11	7	2
October			
November			
December			
January			
February			
March			
April			
May			
June			
Total	39	23	18

2. Work Orders Completed: 316, Disconnects 118, Reconnects 89

3. Locate Tickets Completed: 373

4. Main Line Leaks Repaired: 14

5. Service Leaks Repaired: 17
 ○ Replaced Services 8

6. Water Loss: N/A

7. Miscellaneous:

- a. Asphalt: Jamestown, Rembert Ch., Ammons, Driveway on Manville St. Charles, Jamestown & 441, Gooding Place, Hunting Inc., Robinson Town, and Blue Jay.
- b. Valve maintenance 116 valves
- c. Check valves replacement 33