

# MINUTES

October 21, 2024



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

## **AGENDA**

### **Commission Meeting**

**2:00p.m.**

**October 21, 2024**

**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, September 16, 2024   |                                  |
| 8. Approval of Minutes  | Mr. Roosevelt Halley, Chairman   |
| • Minutes, Commission Meeting, September 16, 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 |
| 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, Tuesday, November 12, 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. Thomas 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, September 16, 2024.

## 8. Approval of Minutes

### Action

- Mr. Fountain made a motion to approve the minutes for the Commission Meeting, dated September 16, 2024. Rev. Carter 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 the Pierre Trial had been delayed again.
- Mr. Ward informed the Commissioners that we can receive a tour of the Prestage Foods plant now. This was set for November 12<sup>th</sup> at 10:00 a.m.
- Mr. Ward updated the Commissioners that he will meet with Glen Odom, concerning Alligator Water on Wednesday, October 23<sup>rd</sup>.
- Mr. Ward updated the Commissioners that the planning grant for Lynchburg will be submitted to RIA on October 28th.
- Mr. Ward informed the Commissioners that letters will be sent out to customers that we were not able to identify their service lines (Unknown or Galvanized Requiring Replacement) prior to submitting the Service Line Inventory on October 16<sup>th</sup>.
- Mr. Ward reminded the Commissioners of the Employee Appreciation Lunch on Friday, November 15<sup>th</sup> at 11:30 at Old South, in Camden.
- Mr. Ward informed the Commissioners that we recently hired two new O&M employees and that we are currently at full staff.
- Mr. Ward informed the Commissioners that the Auditors were here last week, and everything went well.

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## 10. Operations Report

### Key Items of Discussion

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

## 11. Financial Report

### Key Items of Discussion

- Mr. Gates presented the Financial Report.

## 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, Tuesday, November 12, 2024

## 17. Adjourn

### Action

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

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## CEO Report – October 2024

### 1. Sales

	Gallons Sold	Revenue
September 2023	75,656,925	\$621,925
September 2024	71,357,386	\$662,827
YTD (2023-2024)	227,152,785	\$1,864,688
YTD (2024-2025)	233,609,690	\$2,019,867

- Prestage Usage – 16,849,300 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
- Hydro-Pneumatic Tank Painting

### 3. Misc. Updates

- Trial Update
- Prestage Update/Tour
- Alligator Update
- Lynchburg – RIA Planning Grant
- Service Line Inventory and Letters
- Employee Appreciation Lunch – Friday, November 15<sup>th</sup> at 11:30AM

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## Operations Report – October 2024

### 1. Taps

Month	Availability Requests	Taps Purchased	Taps Installed
July	9	5	4
August	15	9	14
September	9	11	9
October			
November			
December			
January			
February			
March			
April			
May			
June			
<b>Total</b>	<b>33</b>	<b>25</b>	<b>27</b>

2. Work Orders Completed: 104, Disconnects 0, Reconnects 7

3. Locate Tickets Completed: 376

4. Main Line Leaks Repaired: 8 total

5. Service Leaks Repaired: 3

6. Water Loss: N/A

7. Miscellaneous:

a. Asphalt

o None

b. Valve maintenance

o 82 valves