

MINUTES

September 16, 2024



Kershaw County and Lee County Regional Water Authority

AGENDA **Commission Meeting**

2:00p.m.

September 16, 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, August 19, 2024 | |
| 8. Approval of Minutes | Mr. Roosevelt Halley, Chairman |
| • Minutes, Commission Meeting, August 19, 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, October 21, 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

MINUTES

September 16, 2024



Members Present: Mr. Roosevelt Halley Chairman
Mr. Furman Fountain Vice Chairman
Rev. Kenneth Carter Chaplain
Mr. Mike Davis Commissioner
Mr. Garrett Plyler Commissioner
Rev. Eddie Thomas Commissioner
Mrs. Ollie Thompson Commissioner

Members Absent: Mr. Derrick Brown Commissioner

Associates Present: Mr. Nathan Ward C.E.O
Mr. Justin Gates Finance Director
Mr. John Watkins C.O.O
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. Mrs. Thompson seconded the motion. All voted in favor.

5. Public Comment

Key Discussion Points

- None

MINUTES

September 16, 2024

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, August 19, 2024.

8. Approval of Minutes

Action

- Rev. Carter made a motion to approve the minutes for the Commission Meeting, dated August 19, 2024. 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 updated the Commissioners on the SCIIP projects.
- Mr. Ward informed the Commissioners of a possible December court date for the Pierre Trial.
- Mr. Ward updated the Commissioners on Prestage Usage.
- Mr. Ward informed the Commissioners that he had located two contracts with Alligator and the only difference between the two was the rate per thousand gallons.
- Mr. Ward updated the Commissioners that Bonnie Ammons with RIA had encouraged Cassatt Water to submit a Planning Grant, to evaluate the Lynchburg water system.
- Mr. Ward informed the Commissioners that items have been listed for auction on Gov Deals and will end on September 19th.
- Mr. Ward gave an update on the Lead and Copper that is due to SCDHEC on October 16th.
- Mr. Ward reminded the Commissioners of the Employee Appreciation Lunch on Friday, November 15th at 11:30 at Old South, in Camden.

10. Financial Report

Key Items of Discussion

- Mr. Gates presented the Financial Report.

MINUTES

September 16, 2024

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.
- Mr. Watkins also informed the Commissioners that asphalt was done on Gary Road.

12. Executive Session Legal and Contractual Matters

Action

- Mr. Fountain made a motion to go into executive session. Rev. Thomas seconded the motion. All voted in favor.
- Rev. Thomas made a motion to come out of executive session. Mrs. Thompson seconded the motion. All voted in favor.

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

Key Items of Discussion

- Rev. Carter made a motion for an Emergency PTO Account to be established. Rev. Thomas seconded the motion. All voted in favor.

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, October 21, 2024

17. Adjourn

Action

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

MINUTES

September 16, 2024



CEO Report – September 2024

1. Sales

	Gallons Sold	Revenue
August 2023	73,505,113	\$620,974
August 2024	72,600,573	\$645,849
YTD (2023-2024)	151,495,860	\$1,242,763
YTD (2024-2025)	162,252,304	\$1,357,040

- Prestage Usage – 20,576,400 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

- Pierre Trial Update
- Prestage Update
- Alligator Contract
- Lynchburg – RIA Planning Grant
- Old Equipment/Gov. Deals Auction
- Lead and Copper Inventory
- Water Theft
- Insurance Renewal
- Board Meeting Schedule
- Employee Appreciation Lunch – Friday, November 15th at 11:30AM

MINUTES

September 16, 2024



Operations Report – September 2024

1. Taps

Month	Availability Requests	Taps Purchased	Taps Installed
July	9	5	4
August	15	9	14
September			
October			
November			
December			
January			
February			
March			
April			
May			
June			
Total	24	14	18

2. Work Orders Completed: 194, Disconnects 90, Reconnects 65

3. Locate Tickets Completed: 665

4. Main Line Leaks Repaired: 45 total, 17 were after hours.

5. Service Leaks Repaired: 17

6. Water Loss: N/A

7. Miscellaneous:

a. Asphalt

o Gary Road

b. Valve maintenance

o 214 valves