

**MINUTES
TAYLORS FIRE & SEWER DISTRICT
REGULAR BI-MONTHLY MEETING
MAY 8, 2018**

The regular bi-monthly meeting of the Board of Commissioners was held at the District Office in the Board Room, 3335 Wade Hampton Blvd., Taylors, South Carolina at 4:30 pm.

BOARD MEMBERS PRESENT

Paul Bowen, Commission Chairman
Mark A. J. Rea Jr., Commission Vice Chairman/Secretary
Jeff Hannah, Commission Treasurer

STAFF PRESENT

Bobby Baker, Fire Chief	Chris Powell, Construction Crew Leader
Robert Van Pelt, Assistant Fire Chief	Michael Jones, TV Crew Leader
Carl Gossett, Battalion Chief	Clayton Hudson, Sewer Technician
Gary Cantrell, Operations Supervisor	
Stephanie Hackler, Senior Accounting & HR Specialist	

OTHERS PRESENT:

Jaime Daniel

The meeting was called to order by Chairman Bowen at 4:30 pm. Chairman Bowen stated that the media outlets who requested notification of this bi-monthly meeting were notified via door posting, email, website, Facebook, and Twitter.

Chairman Bowen presented the minutes from the regularly scheduled bi-monthly meeting held on March 27, 2018 at 4:30 pm and the special called meeting held on April 18, 2018 at 12 pm. Vice Chairman/Secretary Rea made a motion to accept both the March 27, 2018 and the April 18, 2018 minutes as written and attached. Treasurer Hannah seconded the motion. The motion carried unanimously.

In the absence of Director Babb, Chairman Bowen recognized Operations Supervisor Cantrell for the Sewer Department Report. Operations Supervisor Cantrell started off by announcing that Director Babb and GIS Analyst Franz were in Utah at the Cityworks User Conference. He then reviewed the written and attached Sewer Report. He reviewed the Permit Fees for the months of January and February 2018. Operations Supervisor Cantrell reviewed the Work Order and Service Request summaries from July 1, 2017 to the present date. Operations Supervisor Cantrell announced that the new I & I Technician, Clayton Hudson, started on the TV Crew on April 2, 2018. Operations Supervisor Cantrell also announced that Sewer Technician Pablo Rechani resigned on May 3, 2018 and that the Sewer Department is currently looking for two Sewer Technicians. In addition, Operations Supervisor Cantrell announced that on May 17, 2018, the Sewer Department will be having the DHEC Award Thank You Lunch at Texas Roadhouse. Lastly, Operations Supervisor Cantrell stated that he will be following up with the Board under old business to discuss the Standards for Sewer Construction & Fee Policy and the possibility of a fine/deposit or fee associated with not adhering to those standards. Senior Accounting & HR Specialist asked if there were any questions.

With there being no questions, Vice Chairman/Secretary Rea made a motion to accept the Sewer Department Report as presented. Treasurer Hannah seconded the motion, and the motion carried unanimously.

Chairman Bowen recognized Fire Chief Baker for the Fire Report. He presented his report as written and attached. He reviewed the meetings attended during the previous months. He recognized the years of service, resignations, and deployment for various personnel. Fire Chief Baker then read aloud a thank you card from a grateful neighbor acknowledging B-Shift for a call they responded to on Homewood Avenue. Fire Chief Baker then acknowledged Fire Marshal Baker and C-Shift for the Smoke Alarm Blitz they conducted on April 28, 2018. Fire Chief Baker also acknowledged B-Shift for the call they responded to on Cahu Drive with Mr. and Mrs. Clark. Fire Chief Baker updated the Board on the Greenville County Fire District Participant Agreement concerning the EMS program. He briefed the Board on the next step in the program, and requested the Board's approval to sign the said agreement. Vice Chairman/Secretary Rea made a motion to allow Fire Chief Baker to proceed with the next step in the Greenville County Fire District Participant Agreement concerning the EMS program. Treasurer Hannah seconded the motion, and the motion carried unanimously. Fire Chief Baker then briefed the Board on the Greer Dispatch/800-MHZ Radio user agreement and held a brief discussion with the Board concerning the agreement. Treasurer Hannah made a motion to proceed with the 800-MHZ Radio user agreement. Vice Chairman/Secretary Rea seconded the motion, and the motion carried unanimously. Fire Chief Baker announced that the Multi-Department Family Picnic has been rescheduled from May 5, 2018 to June 2, 2018 at 11 am at East Riverside Park's picnic shelter. He also announced that the Greenville County Fire Chief's Association Annual Vendor's Night will be held on May 17, 2018 at 6 pm at Grace Baptist Church, and that he will need to RSVP the Chief's Association by May 9, 2018. Lastly, Fire Chief Baker summarized the Incident Response Reports for the months of March and April 2018, and the 2018 SC Fire Fatalities Report as of April 18, 2018. Vice Chairman/Secretary Rea made a motion to accept the Fire Department and Sewer Department Reports as written. With no discussion, Treasurer Hannah seconded the motion and motion carried unanimously. Vice Chairman/Secretary Rea motioned to amend the motion to accept both the Fire Department and Sewer Department Reports as written, and motioned to accept only the Fire Department Reports as written. Treasurer Hannah seconded the motion and the motion carried unanimously.

Chairman Bowen recognized Mrs. Jaime Daniel for the Financial Reports. Mrs. Daniel reviewed the Financial Reports as written and attached. She detailed the statement of net position, the statement of activities, general funds, and the cash flow statement. Mrs. Daniel asked if there were any questions. With no questions or discussion, Treasurer Hannah made a motion to accept the Financial Reports as presented. Vice Chairman/Secretary Rea seconded the motion. The motion carried unanimously.

Under old business, Chairman Bowen recognized Operations Supervisor Cantrell to discuss the Standards for Sewer Construction & Fee Policy and the possibility of a fine/deposit or fee associated with not adhering to those standards. Operations Supervisor Cantrell detailed the changes within the Standards for Sewer Construction & Fee Policy step by step. With no discussion, Treasurer Hannah made a motion to accept the draft changes to the Standards for Sewer Construction & Fee Policy as written. Vice Chairman/Secretary Rea seconded the motion, and the motion carried unanimously with no discussion. The Board held a brief discussion with TV Crew Leader Jones and Senior Accounting & HR Specialist concerning the effective date of the changes made to the Standards for Sewer

Construction & Fee Policy. The Board decided to wait until Director Babb returns to set an effective date for the revised Standards for Sewer Construction & Fee Policy.

There was no new business.

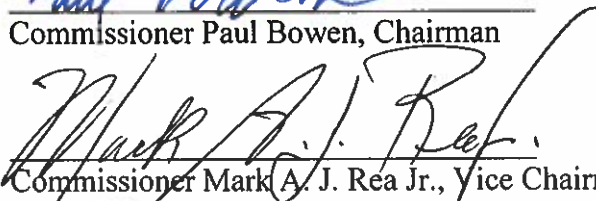
There being no further business, Vice Chairman/Secretary Rea made a motion to adjourn the meeting. Treasurer Hannah seconded the motion. The motion carried unanimously and the meeting was adjourned at 6:06 pm.



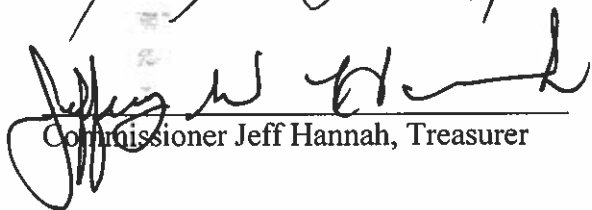
Commissioner Paul Bowen, Chairman

7-10-18

Date Minutes Approved



Commissioner Mark A. J. Rea Jr., Vice Chairman/Secretary



Commissioner Jeff Hannah, Treasurer

