

**MINUTES
TAYLORS FIRE & SEWER DISTRICT
REGULAR BI-MONTHLY MEETING
JULY 10, 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	Robert Van Pelt, Deputy Chief
Samantha Babb, Director of Sewer Services	Gary Cantrell, Operations Supervisor
Stephanie Hackler, Senior Accounting & HR Specialist	Michael Jones, TV Crew Leader

OTHERS PRESENT:

Jaime Daniel, Tom Guzik

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 May 8, 2018 at 4:30 pm, the special called meeting held on May 21, 2018 at 10:30 am, the special called meeting held on May 23, 2018 at 8:30am, the special called meeting held on May 30, 2018 at 9:00 am, the special called meeting held on June 5, 2018 at 10:00 am, and the regularly scheduled bi-monthly public hearing held on June 19, 2018 at 4:30 pm. Vice Chairman/Secretary Rea made a motion to accept the May 8, 2018, May 21, 2018, May 23, 2018, May 30, 2018, June 5, 2018, and June 19, 2018 meeting minutes as presented. Treasurer Hannah seconded the motion. The motion carried unanimously.

Chairman Bowen recognized Director Babb for the Sewer Department Report. Director Babb reviewed her written and attached Sewer Report. She reviewed the Permit Fees for the months of May and June 2018. Director Babb reviewed the Work Order and Service Request summaries from July 1, 2018 to the present date. Director Babb informed the Board that she planned on making minor changes to the updated Permit Standards once she finished tax notices. Director Babb announced that GIS Analyst Franz and herself attended the Cityworks User Conference in Salt Lake City, Utah May 8th through the 12th and that their presentation received high reviews. Cityworks asked Taylors' integrator and Director Babb to turn the presentation into an article for the Cityworks Fall Magazine. Director Babb then reviewed the meetings attended during the previous months. She announced that interviews were held for the Sewer Technician positions that are currently available and that one conditional offer was made. Lastly, Director Babb stated that her main goal was to get tax notices done before August 1, 2018. She asked if there were any questions. There were no questions.

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 announced that Hunter Baker was hired as a Firefighter assigned to C-Shift on June 9, 2018. Fire Chief Baker informed the Board that after the Hurricane Irma emergency response protective measure documents were uploaded to the Federal Emergency Management Agency's (FEMA) Portal and were ready for the Department's review and signature, Assistant Chief Van Pelt reviewed, signed, and submitted the documents back to FEMA. The emergency protective measure covered personnel, equipment, vehicles, incidents, material, and supplies in the amount of \$30,730.44. Vice Chairman/Secretary Rea asked for clarification on why the Department was receiving the \$30, 730.44. Fire Chief Baker briefly explained that the funds came from the Department responding to Hurricane Irma in 2017. Fire Chief Baker then informed the board that the Department's new rescue truck is now in the production phase. Fire Chief Baker briefed the Board on the Greer Dispatch/800-MHZ Radio update, stating that the new Palmetto 800-MHZ radio system has been activated and is now online. The Department is now waiting on Greenville County to install radios in Battalion #81 and Rescue #81 and a meeting with Greer to finalize dispatch services for each fire district, which will be held on July 13, 2018. Fire Chief Baker informed the Board that Greenville County's Fire District Emergency Medical Technician Participation Agreement was submitted to Greenville County Emergency Medical Service and the Greenville Hospital System, and a copy of the agreement was requested by Fire Chief Baker after it had been signed by all parties. Fire Chief Baker also informed the Board that the Department had four ground ladders fail annual inspection on July 3, 2018, and that one ladder was replaced with a spare already on hand, and the other three have been ordered and will be replaced as well. Treasurer Hannah asked if the ladders met the standards that the Department already has in place. Fire Chief Baker answered that the ladders did meet the Department's standards. Fire Chief Baker announce that the Department received \$276.00 from the collection of recycling of aluminum cans program, in which funds are donated to the Southeastern Firefighters Burn Foundation. As of June 1, 2018, the Department has contributed \$3,193.90. Lastly, Fire Chief Baker summarized the Incident Response Reports for the months of May and June 2018, and the 2018 SC Fire Fatalities Report as of April 18, 2018. There were no final questions with Fire Chief Baker's report.

Treasurer Hannah made a motion to accept both the Fire Department and Sewer Department Reports as given. With no discussion, Vice Chairman/Secretary Rea seconded the motion and 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, Vice Chairman/Secretary Rea made a motion to accept the Financial Reports as presented. Treasurer Hannah seconded the motion. The motion carried unanimously.

There was no old business.

There was no new business.

Vice Chairman/Secretary Rea moved to go into executive session for discussion of employee health benefits and the proposed purchase of real property on or near Wade Hampton Boulevard. Treasurer

Hannah seconded the motion. The motion carried unanimously. The Board entered executive session at 5:02 pm.

Vice Chairman/Secretary Rea made a motion to exit executive session. Seconded by Treasurer Hannah, the motion carried. The Board exited executive session at 6:18 pm. No action was taken during executive session.

Treasurer Hannah made a motion to allow the Department Heads to change their administrative staffing schedules as they see fit. Vice Chairman/Secretary Rea seconded that motion, and the motion carried unanimously.

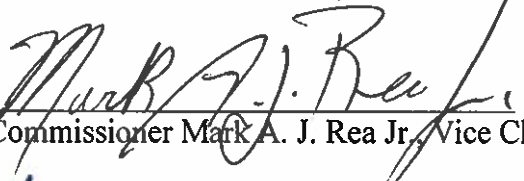
There being no further business, Vice Chairman/Secretary Rea made a motion to adjourn the meeting. Treasurer Hannah seconded the motion. The motion carried unanimously, and the meeting was adjourned at 6:20 pm.



Commissioner Paul Bowen, Chairman

9-11-18

Date Minutes Approved



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



Commissioner Jeff Hannah, Treasurer

