

**MINUTES  
TAYLORS FIRE & SEWER DISTRICT  
REGULAR BI-MONTHLY MEETING  
SEPTEMBER 11, 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	Gary Cantrell, Operations Supervisor
Samantha Babb, Director of Sewer Services	Seth Townsend, I & I Technician
Robert Van Pelt, Deputy Chief	Jacob Larance, Sewer Technician
Stephanie Hackler, Senior Accounting & HR Specialist	Philip Bourdess, Sewer Technician

**OTHERS PRESENT:**

David, Babb, Rita Bolt Barker, Alex Campbell, Jaime Daniel, Tom Guzik, Meg Hunt

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 then amended the agenda to add public comments during the New Business portion of the meeting.

Chairman Bowen presented the minutes from the regularly scheduled bi-monthly meeting held on at 9:00 am. Vice Chairman/Secretary Rea made a motion to accept the July 10, 2018 and the August 23, 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 July and August 2018. Director Babb reviewed the Work Order and Service Request summaries from July 1, 2018 to the present date. Director Babb introduced Jacob Larance who started on September 4, 2018 as a Sewer Technician on the Right-of-Way Crew. Director Babb also introduced Philip Bourdess who started on September 10, 2018 as a Sewer Technician on the Construction Crew. She then announced that Seth Townsend was promoted from Sewer Technician on the Cleaning Crew to an I & I Technician on the TV Crew on August 30, 2018 and stated that she still has one Sewer Technician position open to hire for. Director Babb then gave the Board a brief status update on the Mill Hill Project. Director Babb also informed the Board that the Sewer Department is investigating IPR's quality of work that they are doing in the District System 6 rehabilitation project. Director Babb then explained to the Board the situation that prompted Greenville Water to ask the Sewer Department

to investigate a void that appeared on Cunningham Road. She explained that there have been issues and repairs in the past below the area of interest and that she and Operations Supervisor Cantrell are still discussing how to approach the current situation. Lastly, Director Babb announced that she would be on vacation the week of September 17<sup>th</sup> and Senior Accounting & HR Specialist Hackler will be monitoring the Sewer Director's cell phone if any emergencies may arise. She then asked if there were any questions. With no questions, Vice Chairman/Secretary Rea made a motion to accept the Sewer Department reports as written and attached. 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 announced that Caleb Wright was hired on August 3, 2018 and Charles Perez was hired on August 29, 2018 as firefighters and both are assigned to C-Shift. Chief Baker informed the Board that the Federal Emergency Management Agency (FEMA) approved the emergency response protective measures documents that the Department submitted for Hurricane Irma and that the Department has received a check in the amount of \$23,047.83 for the federal share but has not received a state share yet. Fire Chief Baker then gave a status update on the Department's new rescue truck. It is now in the final production phase and the inspection at Pierce Manufacturing is scheduled for September 17<sup>th</sup> through the 19<sup>th</sup>. Fire Chief Baker presented a draft design and quote of challenge coins to give to each employee as a token of appreciation for their service and to commemorate the 60<sup>th</sup> Anniversary of the Taylors Fire & Sewer District. Fire Chief Baker briefed the Board on the Greer Dispatch/800-MHIZ Radio update, stating that on July 25, 2018, Taylors, Boiling Springs, and Pelham Batesville went on line with Greer Dispatch. Fire Chief Baker also informed the Board that Greenville County's Fire Districts Emergency Medical Technician Participation Agreement Grant awarded the Department two sets of medical equipment in order for us to have two DHEC Certified EMT vehicles so that the Department can provide better medical care service to the citizens of Taylors. Fire Chief Baker announced that the Department received \$243.00 from the collection of recycling of aluminum cans program, in which funds are donated to the Southeastern Firefighters Burn Foundation. As of August 15, 2018, the Department has contributed \$3,436.90. Lastly, Fire Chief Baker summarized the Incident Response Reports for the months of July and August 2018, and the 2018 SC Fire Fatalities Report as of September 6, 2018. Vice Chairman/Secretary Rea commented about listening to the Kensington Apartment fire over the radio and how the Department did a fine job and did what was expected of them. He went on to say that he was satisfied with the system and how the Department's progress is ongoing, and that the Department is progressing towards the future. Fire Chief Baker asked if there were any other questions. Treasurer Hannah thanked Deputy Chief Van Pelt for his 37 years of service and stated that Deputy Chief Van Pelt's hard work does not go unnoticed. Deputy Chief Van Pelt recognized A-Shift for their hard work on the Kensington Apartment fire. With there being no further questions or comments with Fire Department report, Treasurer Hannah made a motion to accept the Fire Department report as written. Vice Chairman/Secretary Rea 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. Director Babb amended Mrs. Daniel's statement regarding the Sewer Department's capital

expenditures for two generators to three generators. With no further discussion, Vice Chairman/Secretary Rea made a motion to accept the Financial Reports as presented. Treasurer Hannah seconded the motion. The motion carried unanimously.

Vice Chairman/Secretary Rea made a motion to designate \$300,000 to the Sewer Department's System 6 Rehabilitation to be expended in fiscal year 2019. Treasurer Hannah seconded the motion. The motion carried unanimously.

There was no old business.

Under new business, Vice Chairman/Secretary Rea recommended that the District purchases three radios for the Board of Commissioners, so that they can all hear what is going on within the District over the radio. The Board held a brief discussion regarding 800 MHZ radios for the Board of Commissioners. Vice Chairman/Secretary Rea made a motion to verify that the discussed radios will perform according to the needs of the District Commission and pursuant to seeing that they radio do, the Board will authorize the Department Heads to purchase three units from the most economical provider. Treasurer Hannah seconded the motion. The motion carried unanimously.

Chairman Bowen opened the floor for public comments. Mr. Tom Guzik asked if the legal advice regarding sewer related issues to be discussed in executive session goes along with the proposed purchase of real property also to be discussed in executive session. Mr. Guzik then asked if there was a timeline for the proposed purchase of real property by the District. Chairman Bowen stated that there were no decisions made in executive session on August 23, 2018 regarding the proposed purchase of real property. Mr. Guzik then asked the Board if they have received any legal advice concerning the purchase of real property. Chairman Bowen stated that also in the August 23, 2018 meeting, Vice Chairman/Secretary Rea made a motion to authorize both Department Heads to negotiate an offer on Property A, not to exceed a disclosed amount; however, the Board has not heard any back in regards to their offer. Fire Chief Baker interjected and reminded Mr. Guzik that after every executive session, the meeting reopens, and the public is welcomed to come back and to see if any decisions were made after executive session. Mr. Guzik recommended holding executive sessions before the meetings start. Senior Accounting & HR Specialist Hackler commented that the sewer related issue was not related to the purchase of real property. She also went on to state that the District has sought legal counsel regarding the purchase of real property and the District is not required to hold a public meeting if the Board decides to purchase land. A brief discussion was then held with Mr. Guzik as to why executive session could not be held before a called meeting. Mr. Guzik then thanked the Board for their time.

Treasurer Hannah moved to go into executive session to receive legal advice regarding sewer related issues and to further discuss the proposed purchase of real property on or near Wade Hampton Boulevard. Vice Chairman/Secretary Rea seconded the motion. The motion carried unanimously. The Board entered executive session at 6:01 pm.

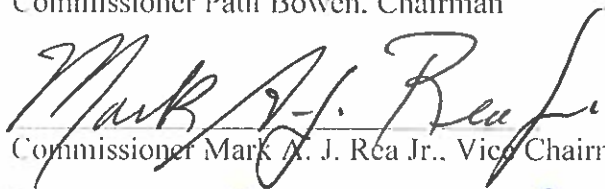
Treasurer Hannah made a motion to exit executive session. Seconded by Vice Chairman/Secretary Rea, the motion carried. The Board exited executive session at 7:30 pm. No action was taken during executive session.

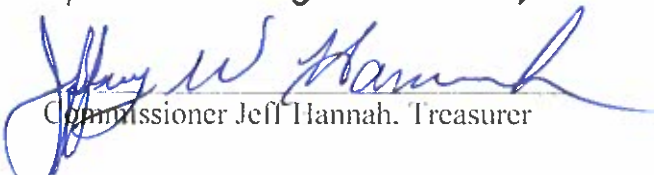
Treasurer Hannah made a motion to allow the Department Heads to continue negotiations for the land discussed in executive session. Vice Chairman/Secretary Rea seconded that motion, and the motion carried unanimously.

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 7:32 pm.

  
Commissioner Paul Bowen, Chairman

11 / 13 / 2018  
Date Minutes Approved

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

  
Commissioner Jeff Hannah, Treasurer