

**MINUTES
TAYLORS FIRE & SEWER DISTRICT
REGULAR BI-MONTHLY MEETING
JANUARY 14, 2020**

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 transitioned to Treasurer
Mark A. J. Rea Jr., Commission Vice Chairman/Secretary transitioned to Commission Chairman
Jeff Hannah, Commission Treasurer transitioned to Commission Vice Chairman/Secretary

STAFF PRESENT

| | |
|---|--|
| Bobby Baker, Fire Chief | Gary Cantrell, Operations Supervisor |
| Samantha Babb, Director of Sewer Services | Chris Powell, Construction Crew Leader |
| Robert Van Pelt, Deputy Chief | Michael Jones, CCTV Crew Leader |
| Alicia Jenkins, Administrative Data Coordinator | Shane Bagwell, Accreditation Manager |

OTHERS PRESENT:

Jaime Daniel

The meeting was called to order by Vice Chairman/Secretary Rea at 4:32 pm. Vice Chairman/Secretary Rea stated that the media outlets who requested notification of this bi-monthly meeting were notified via door posting, email, website, Facebook, and Twitter.

Vice Chairman/Secretary Rea recognized Director Babb to administer the Oath of Office to re-elected Commissioner Paul Bowen. Director Babb then administered the Oath of Office to the Taylors Fire and Sewer District's re-elected Commissioner, Paul Bowen.

Vice Chairman/Secretary Rea called for the election of Officers for the next two years. Re-elected Commissioner Paul Bowen made a motion to nominate Vice Chairman/Secretary Rea as Commission Chairman and Treasurer Hannah as Vice Chairman. Treasurer Hannah seconded the motion. The motion carried unanimously. Chairman Rea made a motion to appoint re-elected Commissioner Paul Bowen as Commission Treasurer and Vice Chairman Hannah as Commission Vice Chairman/Secretary. Vice Chairman/Secretary Hannah seconded the motion. The motion carried unanimously. Chairman Rea then requested that Vice Chairman/Secretary Hannah remain as Sewer Department Liaison and Treasurer Bowen become the Fire Department Liaison.

Chairman Rea presented the minutes from the regularly scheduled bi-monthly meeting held on November 12, 2019 at 4:30 pm. Treasurer Bowen then made a motion to accept the November 12, 2019 minutes as presented. Vice Chairman/Secretary Hannah seconded the motion. The motion carried unanimously.

Chairman Rea recognized Director Babb for the Sewer Department Report. Director Babb reviewed the written and attached Sewer Report. She reviewed the Permit Fees for the months of November and December 2019. Director Babb reviewed the Work Order and Service Request summaries from

July 1, 2019 to the present date. Director Babb reminded the Board to file their South Carolina Ethics Commission report by March 30, 2020 and that failure to file or late filing would result in penalties starting at \$100. She informed the Board of the Sewer Department's photo session for Municipal Sewer & Water Magazine on November 14, 2019, in which Taylors will be on the cover for the February 2020 edition. Director Babb then reviewed the meetings and training attended during the previous months as well as all upcoming meetings/training. Director Babb reminded the Board of the South Carolina Environmental Conference in Myrtle Beach on March 15, 2020 through March 18, 2020 and needed to know who wanted to attend so she can finalize hotel reservations. Director Babb asked if there were any questions or comments. Chairman Rea asked Operations Supervisor Cantrell about the progress on the Creighton Drive job that the Sewer Department had been working on. Operations Cantrell answered that the department was finding leads and making progress in that area. With there being no further questions or concerns with the Sewer Department Report, Treasurer Bowen made a motion to accept the Sewer Department Report as written. Vice Chairman/Secretary Hannah seconded the motion. The motion carried unanimously.

Chairman Rea recognized Fire Chief Baker for the Fire Department Report. Fire Chief Baker reviewed the meetings attended during the previous months, as well as upcoming meetings/training. He recognized the years of service, resignations, and deployment for various personnel. Fire Chief Baker announced that on November 26, 2019 he had 35 years of service with the Fire Department. Fire Chief Baker then informed the Board that the new Battalion #81 vehicle was put into service on December 16, 2019. He then briefed the Board on the Engine #82 accident and informed the Board that the truck is in the factory engineering phase to determine and estimate the damage and repairs. Fire Chief Baker then announced that on November 13, 2019, the Fire Department's vehicles and equipment passed the DHEC EMT Certification inspection and are now in compliance with DHEC's regulations and protocols as an EMT rapid response organization as of January 1, 2020. He then reminded the Board that State Ethics reports are due by March 30, 2020. Fire Chief Baker stated that Taylors, Boiling Springs, Pelham Batesville, Greer, Lake Cunningham, and Piedmont Park Districts are currently working on updating their automatic aid agreement. He also announced that Taylors, Boiling Springs, Pelham Batesville and Greer Fire Districts have been looking into drafting an apparatus and equipment agreement. The Fire Department received \$210.00 from the collections and recycling of aluminum cans program with proceeds going towards the Southeastern Firefighters Burn Foundation. Fire Chief Baker summarized the Incident Response Reports for the months of November and December 2019 with a changed incident reporting year to coincide with the State of South Carolina and the National Incident Management Systems from November 1st through October 31st to January 1st through December 31st. Lastly, Fire Chief Baker summarized the 2019 South Carolina Fire Fatalities Report as of December 20, 2019. Chairman Rea asked for a list of all of the Greenville County and Upstate ISO-1 rated Fire Departments and a list of all of the certifications and skills that comprises the Sewer Department to present to the Home Builders Association. He then commented that he appreciated the work from both Departments. With there being no further questions or comments, Vice Chairman/Secretary Hannah made a motion to accept the Fire Department Report as written. Chairman Rea seconded the motion. The motion carried unanimously.

Chairman Rea 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.

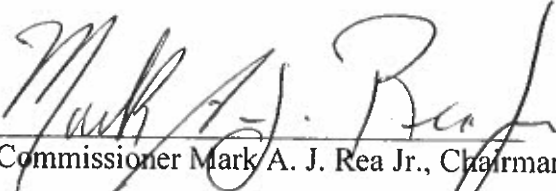
There were none. Treasurer Bowen made a motion to accept the Financial Reports as presented. Vice Chairman/Secretary Hannah seconded the motion. The motion carried unanimously.

Under old business, a lengthy discussion was held regarding the previously discussed Fire Department EMT Training Requirements paperwork. Treasurer Bowen made a motion to accept the Fire Department EMT Training Requirements paperwork as written once Chairman Rea reviews and agrees to the document. Treasurer Bowen rescinded his previous motion. Treasurer Bowen then made a new motion to accept the Fire Department EMT Training Requirements paperwork as written. Vice Chairman/Secretary Hannah seconded the motion. The motion carried unanimously.

There was no new business to report.


Chairman Rea opened the floor for public comment that was not on the agenda. There was no public in attendance and therefore, no public comment.

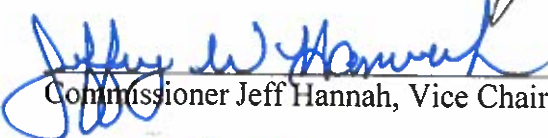
There being no further business, Vice Chairman/Secretary Hannah made a motion to adjourn the meeting. Treasurer Bowen seconded the motion. The motion carried unanimously, and the meeting was adjourned at 5:56 pm.



Commissioner Mark A. J. Rea Jr., Chairman

03/10/2020

Date Minutes Approved 



Commissioner Jeff Hannah, Vice Chairman/Secretary



Commissioner Paul Bowen, Treasurer

