

**MINUTES
TAYLORS FIRE & SEWER DISTRICT
REGULAR BI-MONTHLY MEETING
MARCH 10, 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

Mark A. J. Rea Jr., Commission Chairman
Paul Bowen, Commission Treasurer

STAFF PRESENT

Bobby Baker, Fire Chief
Samantha Babb, Director of Sewer Services
Robert Van Pelt, Deputy Chief
Alicia Jenkins, Administrative Data Coordinator
Stephanie Hackler, Senior Accounting & HR Specialist

Gary Cantrell, Operations Supervisor
Chris Powell, Construction Crew Leader
Michael Jones, CCTV Crew Leader
Shane Bagwell, Accreditation Manager

OTHERS PRESENT:

Sid Cates (Greenville County Council), Jaime Daniel

The meeting was called to order by Chairman Rea at 4:37 pm. Chairman Rea stated that the media outlets who requested notification of this bi-monthly meeting were notified via door posting, email, website, Facebook, and Twitter.

Chairman Rea presented the minutes from the regularly scheduled bi-monthly meeting held on January 14, 2020 at 4:30 pm and the special called meeting on February 19, 2020 at 10 am. Treasurer Bowen then made a motion to accept the January 14, 2020 minutes and the February 19, 2020 minutes as presented. Chairman Rea 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 January and February 2020. 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 that SCDHEC informative posters regarding the Coronavirus-COVID-19 were put up for employees to view and that the department is monitoring relevant information to communicate to staff and employees if any needs arise. Director Babb introduced a proposal to purchase flow meters from ADS and she and the Board held a brief discussion on the proposal. The Board decided to make a decision on the proposal at a later date. Director Babb then announced that the department donated CCTV data to support the "Leveraging Big Data and Deep Learning for Economical Assessment of Wastewater Pipelines" project funded by the Water Research Foundation conducted by a Purdue student. She then gave a brief update on the department's on-going rehab project with Vortex. Director Babb then announced that the District purchased a plaque to be installed on the wall at the District Office to commemorate the department's February 2020 cover edition of Municipal Sewer & Water. Director Babb then reviewed the meetings

and training attended during the previous months as well as all upcoming meetings/training. Lastly Director Babb referenced an important meeting that was not in her report regarding the MetroConnects Capital Needs Study. County Councilman Cates asked what meeting Director Babb was referring to. Director Babb reiterated the information she had on the meeting and told Councilman Cates that she would forward the information to him. 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. Chairman Rea 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 the St. Baldrick's head shaving event will be held March 15, 2020. He then announced that the South Carolina Annual Fire Service Legislative Day will be held on March 18, 2020. Lastly, Fire Chief Baker announced that the Multi-Department Picnic will be held on May 9, 2020 at 11:00 am at East Riverside Park. He then reminded the Board that state ethics reports are due by March 30, 2020. Fire Chief Baker gave the Board an update on the automatic aid agreement with Boiling Springs, Pelham Batesville, Greer, Lake Cunningham, and Piedmont Park Fire Districts, as well as the apparatus and equipment loan with Boiling Springs, Pelham Batesville, and Greer Fire Districts. He then briefed the Board on additional damages Pierce Manufacturing found during its inspection for the Engine #82 accident. Councilman Cates asked when the wreck occurred and if the engine was currently in use. Fire Chief Baker answered that the engine is currently with Pierce Manufacturing company and the accident occurred in October of 2019. A brief explanation of the accident was given by Fire Chief Baker to Councilman Cates. Treasurer Bowen then made a motion to authorize Fire Chief Baker to take care of items #1 and #4 on the Pierce Manufacturing repair list for Engine #82 in the amount of \$9,600. Chairman Rea seconded the motion. The motion carried unanimously. The Fire Department received \$281.75 from the collections and recycling of aluminum cans program with proceeds going towards the Southeastern Firefighters Burn Foundation. Lastly, Fire Chief Baker summarized the Incident Response Reports for the months of January and February 2020, as well as the 2020 South Carolina Fire Fatalities Report as of February 4, 2020. With there being no questions or comments, Chairman Rea made a motion to accept the Fire Department Report as written. Treasurer Bowen 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. Chairman Rea seconded the motion. The motion carried unanimously.

Under old business, Chairman Rea asked how things were going with the parcel of land that the District purchased across the street from its current location. Senior Accounting & HR Specialist Hackler stated that the new contract has been submitted through the District's real estate agent and at this time the District has not heard anything back from the other involved party. Senior Accounting & HR Specialist Hackler went on to state that as soon as she heard anything she would update the Board.

There was no new business to report.

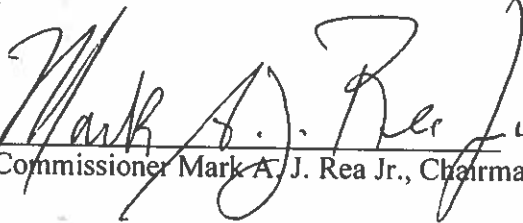
Chairman Rea opened the floor for public comment that was not on the agenda. There was no public in attendance and therefore, no public comment.

Treasurer Bowen made a motion to go into executive session for discussion of employment, position requirements, compensation, promotion, demotion, or discipline of employees. Chairman Rea seconded the motion. The motion carried unanimously. The Board entered executive session at 5:25 pm.

Treasurer Bowen made a motion to exit executive session. Chairman Rea seconded the motion. The motion carried unanimously. The Board exited executive session at 6:54 pm. No action was taken during executive session.

Chairman Rea made a motion to pass the COVID-19 Policy that was discussed in executive session per parameters that were discussed in that executive session. Treasurer Bowen seconded the motion. The motion carried unanimously.

There being no further business, Chairman Rea made a motion to adjourn the meeting. Treasurer Bowen seconded the motion. The motion carried unanimously, and the meeting was adjourned at 6:56 pm.



Commissioner Mark A. J. Rea Jr., Chairman



Date Minutes Approved

Commissioner Jeff Hannah, Vice Chairman/Secretary



Commissioner Paul Bowen, Treasurer