

**MINUTES  
TAYLORS FIRE & SEWER DISTRICT  
REGULAR BI-MONTHLY MEETING  
JUNE 4, 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  
Jeff Hannah, Commission Vice Chairman/Secretary  
Paul Bowen, Commission Treasurer

**STAFF PRESENT**

Bobby Baker, Fire Chief	Gary Cantrell, Operations Supervisor
Samantha Babb, Director of Sewer Services	Shane Bagwell, Accreditation Manager
Stephanie Hackler, Senior Accounting & HR Specialist	

**OTHERS PRESENT:**

Jaime Daniel

The meeting was called to order by Chairman Rea at 4:50 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.

Treasurer Bowen made a motion to go into executive session to receive legal advice where the legal advice relates to matters covered by the attorney-client privilege. Vice Chairman/Secretary Hannah seconded the motion. The motion carried unanimously. The Board entered executive session at 4:51 pm.

Vice Chairman/Secretary Hannah made a motion to exit executive session. Chairman Rea seconded the motion. The motion carried unanimously. The Board exited executive session at 5:58 pm. No action was taken during executive session. Vice Chairman/Secretary Hannah left the meeting following the Board exiting executive session at 5:58 pm.

Chairman Rea presented the minutes from the regularly scheduled bi-monthly meeting held on March 10, 2020 at 4:30 pm. Treasurer Bowen then made a motion to accept the March 10, 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 March and April 2020. Director Babb reviewed the Work Order and Service Request summaries from July 1, 2019 to the present date. She then announced that the District Office officially opened back up on June 1, 2020 and that the District and Sewer Department are back at full staff. Director Babb informed the Board that while the District was closed for half of March and all of April and May, staff was working a modified schedule with one crew working per day and one office staff working per day. She went on to state that during the time that the District's employees were away from the office,

they were working and catching up on various projects from home via telecommuting. Lastly, Director Babb announced that everyone has been reminded of the social distancing requirements and if they are unable to social distance, they are required to wear a mask or face covering. With there being no 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 South Carolina Annual Fire Service Legislative Day and the South Carolina Fire/Rescue Conference were both canceled due to the Coronavirus. Fire Chief Baker also announced that the Multi-Department Picnic is rescheduled for September 19, 2020 at 11:00 am at East Riverside Park in Greer. He then updated the Board on the Taylors, Boiling Springs, Pelham Batesville, Greer, Lake Cunningham, and Piedmont Park automatic aid agreement and the Taylors, Boiling Springs, Pelham Batesville, and Greer apparatus and equipment loan agreement and requested the Board's approval to move forward with both agreements. Fire Chief Baker informed the Board that Greenville County has qualified to receive Coronavirus relief funding from the Federal Government and Special Purpose Districts are one of the organizations that may qualify to receive some of the funds. He then announced that a bill that creates an insurance fund to provide financial support with cancer treatments for firefighters diagnosed with cancer has been passed by the South Carolina State Senate and has been sent to the House of Representatives for a vote. Fire Chief Baker then read aloud a letter he received from Battalion Chief Reed in reference to a structure fire that the Fire Department responded to on April 19, 2020. Lastly, Fire Chief Baker summarized the Incident Response Reports for the months of March and April 2020, as well as the 2020 South Carolina Fire Fatalities Report as of May 28, 2020. Treasurer Bowen made a motion to accept the memorandum of understandings for the automatic aid and apparatus and equipment loan agreements as written. Chairman Rea seconded the motion. The motion carried unanimously.

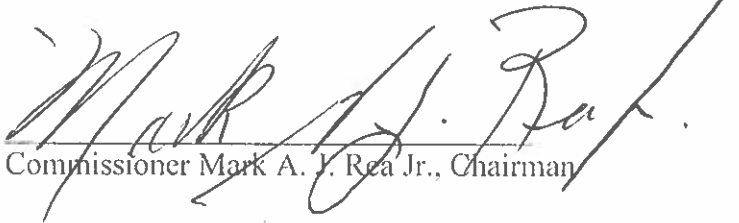
Chairman Rea recognized Mrs. Jaime Daniel for the Financial Reports. Mrs. Daniel reviewed the Financial Reports as written and attached. She summarized the net position, income, direct costs, indirect costs, other income, and capital expenditures from July 1, 2019 through March 31, 2020. Mrs. Daniel asked if there were any questions. There were none. Treasurer Bowen made a motion to accept the Fire Department and Financial Reports as presented. Chairman Rea seconded the motion. The motion carried unanimously.

Under old business, a brief discussion continued from the March 10, 2020 meeting concerning the ADS Flow Meter Proposal. Chairman Rea asked if there was any notation to put the proposal in the upcoming budget. Director Babb stated that based off of the discussion that was left open from the March meeting, the proposal was presented in the budget workshop for those funds to come out of the next fiscal year's budget.

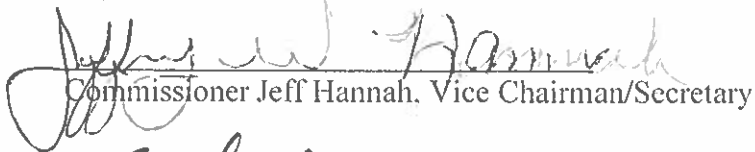
There was no new business to report.

Chairman Rea opened the floor for public comment. There was no public in attendance and therefore, no public comment. Fire Chief Baker and Director Babb then thanked the Board for all they do.

There being no further business, Treasurer Bowen made a motion to adjourn the meeting. Chairman Rea seconded the motion. The motion carried unanimously, and the meeting was adjourned at 6:22 pm.

  
Commissioner Mark A. J. Rea Jr., Chairman

  
Date Minutes Approved

  
Commissioner Jeff Hannah, Vice Chairman/Secretary

  
Commissioner Paul Bowen, Treasurer

