

**MINUTES  
TAYLORS FIRE & SEWER DISTRICT  
REGULAR BI-MONTHLY MEETING  
MARCH 14, 2023**

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**

Jeff Hannah, Commission Chairman  
Paul Bowen, Commission Vice Chairman/Treasurer  
Ken Carter, Commission Secretary via telephone

**STAFF PRESENT**

Bobby Baker, Fire Chief	Shane Bagwell, Deputy Chief
Alicia Jenkins, Administrative Data Coordinator	Marty Dixon, Assistant Chief
Stephanie Hackler, Senior Accounting & HR Specialist	Todd Jennings, Fire Marshal

**OTHERS PRESENT:**

Gary Bailey (Love Bailey CPA), Jaime Daniel

The meeting was called to order by Chairman Hannah at 4:30 pm.

Chairman Hannah stated that the media outlets who requested notification of this bi-monthly meeting were notified via door posting, email, website, Facebook, and Twitter.

Chairman Hannah led everyone in saying the Pledge of Allegiance.

Chairman Hannah recognized Mr. Gary Bailey to present the findings of the FY22 Draft Financial Audit Report. Mr. Bailey then gave a brief overview of the FY22 Draft Financial Audit Report. Love Bailey issued an unmodified opinion of the FY22 Draft Financial Audit Report with no audit findings. Mr. Bailey stated that the Fire Department was financially strong. Lastly, Mr. Bailey asked if there were any questions. There were no questions. Vice Chairman/Treasurer Bowen made a motion to accept the FY22 Draft Financial Audit Report as presented. Secretary Carter seconded the motion. The motion carried unanimously.

Vice Chairman/Treasurer Bowen made a motion to go into executive session as per SC Code of Law Section 30-4-70 for discussion of employment and compensation of employees and Commissioners including but not limited to a voluntary early retirement plan and discussion of Current By-Laws and Procurement Policy for Taylors Fire and Sewer District and potential changes to same. Chairman Hannah seconded the motion. The motion carried unanimously. The Board entered executive session at 4:43 pm.

Vice Chairman/Treasurer Bowen made a motion to exit executive session. Chairman Hannah seconded the motion. The motion carried unanimously. The Board exited executive session at 5:25 pm. No action was taken during executive session.

Vice Chairman/Treasurer Bowen made a motion to approve the Voluntary Retirement Plan as presented and discussed today with noted changes pending final attorney approval which will be attached to the minutes of this meeting. Chairman Hannah seconded the motion. The motion carried unanimously.

Chairman Hannah presented the minutes from the regularly scheduled bi-monthly meeting held on January 10, 2023 at 4:30 pm, the special called meeting held on January 23, 2023 at 2:00 pm, and the special called meeting held on February 15, 2023 at 2:00 pm. Vice Chairman/Treasurer Bowen made a motion to accept the minutes as written. Chairman Hannah seconded the motion. The motion carried unanimously.

Chairman Hannah 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 Firefighter Drew Harvey was hired on February 21, 2023 and assigned to B-Shift. Fire Chief Baker briefed the Board on Structure Fire #2023-451 in which Engine #82 responded to a fully involved structure fire on Dellrose Circle on February 27, 2023. Fire Chief Baker reminded the Board that South Carolina State Ethics Reports are due by Thursday, March 30, 2023. He then presented and asked the Board's approval for the Greenville County Fire Department Mutual Aid Agreement Renewal for the next two years. Fire Chief Baker presented a list of legislative bills that are being discussed in the House of Representatives and the State Senate. The Fire Department received \$286.00 from the collection and recycling of the aluminum cans program, with proceeds going towards the Southeastern Firefighters Burn Foundation. Fire Chief Baker then summarized the Incident Response Reports for the months of January and February 2023 and the 2023 South Carolina Fire Fatalities Report as of February 27, 2023. With there being no questions or comments with the Fire Department Report, Vice Chairman/Treasurer Bowen made a motion to accept the Fire Department Report as presented. Chairman Hannah seconded the motion. The motion carried unanimously.

Vice Chairman/Treasurer Bowen made a motion to approve the Greenville County Fire Department Mutual Aid Agreement Renewal as presented. Chairman Hannah seconded the motion. The motion carried unanimously.

Chairman Hannah recognized Mrs. Jaime Daniel for the Financial Report. Mrs. Daniel reviewed the Financial Report as of January 31, 2023. 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. Vice Chairman/Treasurer Bowen made a motion to accept the Financial Report as presented. Chairman Hannah seconded the motion. The motion carried unanimously.

Under old business, Senior Accounting & HR Specialist Hackler briefed the Board on the plan review, permits, and associated costs that are in the works for the new Fire Station/Headquarters, as well as coordinated with the Board and Fire Administrative Staff for upcoming interior design and pricing meetings for the new Fire Station/Headquarters. Also under old business, Fire Chief Baker and Deputy Chief Bagwell updated the Board on an unidentified underground utility line, furnishing, appliance and information technology quotes, as well as air filtration decisions for the new Fire Station/Headquarters.

There was no new business.

There was no public in attendance; therefore, there was no public comment.

There being no further business, Vice Chairman/Treasurer Bowen made a motion to adjourn the meeting. Chairman Hannah seconded the motion. The motion carried unanimously, and the meeting was adjourned at 5:49 pm.

  
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Commissioner Jeff Hannah, Chairman

5/9/2023  
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Date Minutes Approved

  
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Commissioner Paul Bowen, Vice Chairman/Treasurer

  
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Commissioner Ken Carter, Secretary