

# MINUTES

July 15, 2024



**Kershaw County and Lee County Regional Water Authority**

## **AGENDA** **Commission Meeting**

**2:00p.m.**

**July 15, 2024**

**2638 Old Stagecoach Road, Cassatt, SC 29032**

- |   |                                    |
|---|------------------------------------|
| 1. Call to Order  | Mr. Roosevelt Halley, Chairman     |
| 2. Invocation   | Rev. Kenneth Carter, Chaplain      |
| 3. Statement of Public Notice Compliance with the South Carolina Freedom of Information Act | Mr. Roosevelt Halley, Chairman     |
| 4. Approval of the Agenda   | Mr. Roosevelt Halley, Chairman     |
| 5. Public Comment   | Mr. Roosevelt Halley, Chairman     |
| 6. Committee Reports & Discussion   | Mr. Roosevelt Halley, Chairman     |
| • Executive Committee   | Mr. Roosevelt Halley, Chairman     |
| • Finance Committee   | Mr. Derrick Brown                  |
| • Human Resources Committee   | Mr. Mike Davis                     |
| • Policy Review Committee   | TBD                                |
| • Memorial Committee  | TBD                                |
| 7. Secretary's Report   | Mr. Justin Gates, Finance Director |
| • Minutes, Finance Committee Meeting, June 24, 2024   |                                    |
| • Minutes, Commission Meeting, June 24, 2024  |                                    |
| 8. Approval of Minutes  | Mr. Roosevelt Halley, Chairman     |
| • Minutes, Finance Committee Meeting, June 24, 2024   |                                    |
| • Minutes, Commission Meeting, June 24, 2024  |                                    |
| 9. CEO's Report   | Mr. Nathan Ward, C.E.O.            |
| 10. Financial Report  | Mr. Justin Gates, Finance Director |

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|--|--------------------------------|
| 11. Operations Report  | Mr. John Watkins, C.O.O.       |
| 12. Executive Session - Contractual Matters                        | Mr. Roosevelt Halley, Chairman |
| 13. Action, if any, to be taken from Executive Session Discussions | Mr. Roosevelt Halley, Chairman |
| 14. Old Business   | Mr. Roosevelt Halley, Chairman |
| 15. New Business   | Mr. Roosevelt Halley, Chairman |
| 16. Next Meeting, August 19, 2024                                  |                                |
| 17. Adjourn  | Mr. Roosevelt Halley, Chairman |

### Committee List

#### Executive Committee

Roosevelt Halley, Chairman  
Furman Fountain  
Kenneth Carter

#### Finance Committee

Derrick Brown, Chairman  
Eddie Thomas  
Kenneth Carter

#### Human Resource Committee

Mike Davis, Chairman  
Ollie Thompson  
Eddie Thomas

#### Building Committee

Furman Fountain, Chairman  
Mike Davis  
Kenneth Carter

#### Policy Review

Ollie Thompson  
Mike Davis  
Derrick Brown

#### Memorial Committee

Eddie Thomas  
Ollie Thompson

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Members Present:	Mr. Roosevelt Halley	Chairman
	Mr. Furman Fountain	Vice Chairman
	Rev. Kenneth Carter	Chaplain
	Mr. Derrick Brown	Commissioner
	Mr. Mike Davis	Commissioner
	Mr. Garrett Plyler	Commissioner
	Rev. Eddie Thomas	Commissioner
	Mrs. Ollie Thompson	Commissioner
Associates Present:	Mr. Nathan Ward	C.E.O
	Mr. John Watkins	C.O.O.
	Mr. Justin Gates	Finance Director

## 1. Call to Order

### Action

- Meeting called to order by Mr. Halley.

## 2. The Invocation

### Action

- Rev. Carter delivered the invocation.

## 3. Statement of Public Notice Compliance with the South Carolina Freedom of Information Act

### Key Discussion Points

- Mr. Halley stated that the public has been notified of the meeting.

## 4. Approval of the Agenda

### Action

- Rev. Carter made a motion to approve the agenda. Mr. Plyler seconded the motion. All voted in favor.

## 5. Public Comment

### Key Discussion Points

- None

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## 6. Committee Reports & Discussion

### Key Items of Discussion

- Executive Committee – No report given.
- Finance Committee – No report given.
- Human Resource Committee - No report given.
- Policy Review Committee – No report given.
- Memorial Committee – No report given.

## 7. Secretary's Report

### Key Items of Discussion

- Mr. Gates presented the minutes for the Finance Committee Meeting dated, June 24, 2024.
- Mr. Gates presented the minutes for the Commission Meeting dated, June 24, 2024.

## 8. Approval of Minutes

### Action

- Mr. Brown made a motion to approve the minutes for the Finance Committee Meeting dated, June 24, 2024. Rev. Thomas seconded the motion. All voted in favor.
- Mr. Fountain made a motion to approve the minutes for the Commission Meeting, dated June 24, 2024. Rev. Carter seconded the motion. All voted in favor.

## 9. CEO'S Report

### Key Items of Discussion

- Mr. Ward gave a sales update in gallons and revenue.
- Mr. Ward updated the Commissioners on the Hwy 97 12" water main and the SCIIP projects. He also informed them that the Stagecoach Well is up and running.
- Mr. Ward informed the Commissioners that RIA has allowed us to add the Galloway Tank Painting to our SCIIP projects.
- Mr. Ward updated the Commissioners on the Prestage Rate, looking at an increase of about \$0.50 per 1,000 gallons.
- Mr. Ward shared with the Commissioners that we have hired for the Customer Service position, and she will begin work on July 29<sup>th</sup>.
- Mr. Ward informed the Commissioners that the guys have been testing equipment from three different companies in hopes of finding the one suitable for our needs. This will allow us to get out of the CDL requirements.
- Mr. Ward shared that John and himself would be attending a meeting with the Mayor of Lynchburg on Wednesday and would report back to the board at the next meeting.
- Mr. Ward informed the Commissioners that we have now been moved to severe drought status and they will be monitoring things a little more closely.

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## 10. Financial Report

### Key Items of Discussion

- Mr. Gates presented the Financial Report.

## 11. Operations Report

### Key Items of Discussion

- Mr. Watkins presented the Operations Report.

## 12. Executive Session Legal and Contractual Matters

### Action

- No Executive Session

## 13. Action, if any, Taken from Executive Session Discussions

### Key Items of Discussion

- No action taken.

## 14. Old Business

### Key Items of Discussion

- None

## 15. New Business

### Key Items of Discussion

- Mr. Halley and Mr. Brown discussed having a employee appreciation lunch sometime in September or October.

## 16. Next Meeting

### Key Items of Discussion

- Next meeting, August 19, 2024

## 17. Adjourn

### Action

- Rev. Thomas made a motion to adjourn. Mr. Fountain seconded the motion. All voted in favor.
- Meeting adjourned.

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## CEO Report – July 2024

### 1. Sales

	Gallons Sold	Revenue
June 2023	70,958,850	\$597,362
June 2024	68,473,416	\$735,284
YTD (2022-2023)	657,640,744	\$6,682,646
YTD (2023-2024)	799,854,423	\$7,081,526

- Prestage Usage – 17,478,600
- Prestage Fiscal Year Overage - \$129,349.44

### 2. Construction Project Updates

- a. Highway 97 – 12” Water Main
- b. Stagecoach Well
- c. Hettie to Highway 1 – 12” Water Main
- d. Hall Rd, Old Georgetown Rd, Robinson Town Rd – 8” Water Main
- e. Westville EST

### 3. Misc. Updates

- a. Galloway Tank Painting
- b. Prestage Rate
- c. New Employee
- d. Equipment
- e. Lynchburg Meeting