

MINUTES

June 24, 2024



AGENDA Commission Meeting

2:00p.m.

June 24, 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. Public Hearing FY 2024 – 2025 Budget | Mr. Roosevelt Halley, Chairman |
| 7. Public Hearing FY 2024 – 2025 Rates | Mr. Roosevelt Halley, Chairman |
| 8. 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 |
| 9. Secretary's Report | Mrs. Angie McCaskill, Secretary |
| • Minutes, Commission Meeting, May 20, 2024 | |
| • Minutes, Finance Committee Meeting, June 3, 2024 | |
| 10. Approval of Minutes | Mr. Roosevelt Halley, Chairman |
| • Minutes, Commission Meeting, May 20, 2024 | |
| • Minutes, Finance Committee Meeting, June 3, 2024 | |

MINUTES

June 24, 2024

- | | |
|---|------------------------------------|
| 11. Operations Report | Mr. John Watkins, C.O.O. |
| 12. CEO's Report | Mr. Nathan Ward, C.E.O. |
| 13. Financial Report | Mr. Justin Gates, Finance Director |
| 14. Executive Session - Contractual Matters | Mr. Roosevelt Halley, Chairman |
| 15. Action, if any, to be taken from Executive Session Discussions | Mr. Roosevelt Halley, Chairman |
| 16. Commission to Consider a Resolution to Adopt the Fiscal Year 2024 – 2025 Budget and Rates | Mr. Roosevelt Halley, Chairman |
| 17. Commission to Consider Approval of the Employee Handbook Revisions | Mr. Roosevelt Halley, Chairman |
| 18. Old Business | Mr. Roosevelt Halley, Chairman |
| 19. New Business | Mr. Roosevelt Halley, Chairman |
| 20. Next Meeting, July 15, 2024 | |
| 21. 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

MINUTES

June 24, 2024



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
	Mrs. Angie McCaskill	Secretary

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

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

5. Public Comment

Key Discussion Points

- None

MINUTES

June 24, 2024

6. Public Hearing FY 2024 – 2025 Budget

Key Discussion Points

- No public present for FY 2024 – 2025 Budget Hearing.

7. Public Hearing FY 2024 – 2025 Rates

Key Discussion Points

- No public present for FY 2024 – 2025 Rate Hearing.

8. Committee Reports & Discussion

Key Items of Discussion

- Executive Committee – No report given.
- Finance Committee – Two meetings have been held to review the FY 2024 – 2025 Budget.
- Human Resource Committee - No report given.
- Policy Review Committee – No report given.
- Memorial Committee – No report given.

9. Secretary's Report

Key Items of Discussion

- Mrs. McCaskill presented the minutes for the Commission Meeting dated, May 20, 2024.
- Mrs. McCaskill presented the minutes for the Finance Committee Meeting dated, June 3, 2024.

10. Approval of Minutes

Action

- Mr. Brown made a motion to approve the minutes for the Commission Meeting dated, May 20, 2024. Mr. Fountain seconded the motion. All voted in favor.
- Rev. Carter made a motion to approve the minutes for the Commission Meeting, dated June 3, 2024. Rev. Thomas seconded the motion. All voted in favor.

11. Operations Report

Key Items of Discussion

- Mr. Watkins presented the Operations Report.

12. CEO'S Report

Key Items of Discussion

- Mr. Ward gave a sales update in gallons and revenue.
- Mr. Ward updated the Commissioners on the Stagecoach Well, Hwy 97 12" water main and the SCIIP projects.
- Mr. Ward presented the changes made to Employee Handbook.
- Mr. Ward reminded the Commissioners that our new office hours would start July 1, 2024.
- Mr. Ward informed the Commissioners that we would be billing Prestage Foods for any overages on this month's billing. This will be done each year with Fiscal Year end.

MINUTES

June 24, 2024

13. Financial Report

Key Items of Discussion

- Mr. Gates presented the Financial Report.
- Mr. Gates presented the FY 2024 – 2025 Budget and Rate Schedule.

14. Executive Session Legal and Contractual Matters

Action

- Mr. Fountain made a motion to go into executive session. Rev. Thomas seconded the motion. All voted in favor.
- Mr. Brown made a motion to come out of executive session. Mr. Plyler seconded the motion. All voted in favor.

15. Action, if any, Taken from Executive Session Discussions

Key Items of Discussion

- No action taken.

16. Commission to Consider a Resolution to Adopt the Fiscal Year 2024 – 2025 Budget and Rates

Action

- Mr. Fountain made a motion to adopt the Fiscal Year 2024 – 2025 Budget and Rates, which includes a raise (\$2,000.00/yr.) for all employees, except the CEO. Mr. Brown seconded the motion. All voted in favor.

17. Commission to Consider Approval of the Employee Handbook Revisions

Key Items of Discussion

- Mrs. Thompson made a motion to approve the Employee Handbook Revisions. Rev. Thomas seconded the motion. All voted in favor.

18. Old Business

Key Items of Discussion

- None

19. New Business

Key Items of Discussion

- None

20. Next Meeting

Key Items of Discussion

- Next meeting, July 15, 2024

MINUTES

June 24, 2024

21. **Adjourn**

Action

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

MINUTES

June 24, 2024



CEO Report – June 2024

1. Sales

	Gallons Sold	Revenue
May 2023	62,711,573	\$542,150
May 2024	69,353,493	\$594,696
YTD (2022-2023)	586,681,894	\$6,085,284
YTD (2023-2024)	731,381,007	\$6,346,242

PRESTAGE USAGE – 21,215,600

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. Employee Handbook Revisions
- c. PFAS Update
- d. New Office Schedule – Starting July 1st.