

**EDGEFIELD COUNTY WATER & SEWER AUTHORITY
BOARD MEETING MINUTES**

The November Regular Board of Directors Meeting of Edgefield County Water and Sewer Authority was held on November 26, 2018 starting at 5:30 p.m. at 100 Waterworks Rd., Edgefield, SC (ECWSA Administrative Building). No individual or organization requested a copy of the Agenda. Notice of this Board of Directors Meeting was posted in the Administration Office 4 weeks prior to meeting and the Agenda was posted November 21, 2018.

CALL TO ORDER: Kennamer, 5:30 p.m.

INVOCATION: Kennamer

MEMBERS PRESENT: Johnson, Creswell, Kennamer, Timmerman, Williams and Kitchens.

MEMBERS ABSENT: Clark

STAFF PRESENT: Administrator Hare, Business Manager Carroway

GUEST PRESENT: Chuck Statler, Mauldin & Jenkins

AGENDA: A motion was made by Johnson to approve the amended November 26, 2018 Agenda. Second by Creswell. Vote unanimous to approve the amended agenda.

MINUTES: A motion was made by Johnson to approve the October 22, 2018 Minutes. Second by Creswell. Vote unanimous.

PUBLIC COMMENT: No comments from the public and no one present from the public.

FINANCIAL STATEMENT:

Administrator Hare discussed the Financial Statement ending October 31, 2018. Budget should be at 33%, Revenues are 35.58%, and Expenses are at 32.49%. Water Sales were consistent in October with previous years.

REPORTS:

John Hare, Administrator covered the following items during the report section:

- The Brooks St. WWTF Upgrade is progressing slowly due to the rain.
- The date for the December Board meeting is December 10, 2018 at 6:00pm. No business will be conducted and a meal will be provided for the Board members and their spouses.
- Administrator Hare spoke at the annual Edgefield County Legislative Delegation meeting held on November 1, 2018. Administrator Hare thanked the delegation so far in their assistance on obtaining reimbursement from SCDOT for the Bettis Academy water line relocation. He shared a letter from Rep. Hixon written on behalf

of the delegation to SCDOT; however at this time, SCDOT has made no contact to ECWSA about potential reimbursement. Administrator Hare to follow up with the legislative delegation.

- Administrator Hare shared a news release with the Board from Saluda County Water & Sewer Authority concerning their plans to build a wastewater treatment plant and discontinue their discharge into the Regional Sewer System. Administrator Hare has had discussions with Jason Fell, General Manager of SCWSA, who has agreed to keep ECWSA informed of the timeline of this project.

BUSINESS:

A. UPDATE OF THE WATER SYSTEM HYDRAULIC MODEL

Administrator Hare presented to the Board a proposal to update the distribution system hydraulic model for the Authority. This model has not been updated in sometime, and is currently needed to help the Authority determine the best method(s) in dealing with elevated DPB's in the water system, along with controlling pressures in high pressure areas of the system. The cost of this work in the proposal from AECOM was a not to exceed amount of \$37,500. Administrator Hare recommended to the Board to proceed with this work. A motion was made by Timmerman to update the model, with a second by Johnson. Kitchens asked if the model would take into account the anticipated growth on the lower end of the county or should the Authority wait until more of the subdivisions were built. Administrator Hare explained that the model will need to be continually updated over the years to take into account new lines, tanks, pumps, etc., but is currently needed to not only help with the DPB issue, but also with planning for the future growth. No further discussion, vote unanimous.

B. EMPLOYEE CHRISTMAS BONUS

Administrator Hare asked the Board to consider an employee bonus for Christmas. The Authority has historically given a small Christmas bonus to employees, and the amount recommended is the same as past years. A motion was made by Johnson to give the bonus, with a second by Kitchens. Creswell asked if the amounts may need to be increased in the future since they have not been adjusted in at least ten years. Administrator Hare explained that the bonus amount increased with an employee's tenure, but that they had not changed in many years. Chairman Kennamer said that since it is a budgeted item, it could be looked at in next year's budget process. No further discussion, vote unanimous.

PRESENTATION OF THE FY 2018 AUDIT

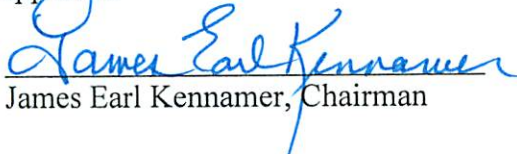
Mr. Chuck Statler of Mauldin & Jenkins accounting firm, gave a review of ECWSA's FY 2018 audit. In this audit, Mr. Statler and his staff did not find any deficiencies or irregularities in the Authority's accounting methods and practices. Mr. Statler further

reviewed the Authority's finances and how recent changes to the GASB regulations reflecting the Authorities obligation to the S.C. Retirement system negatively affect the bottom line. Furthermore, he stated that more GASB regulations were coming down the pipeline that would impact the Authority. Timmerman asked how ECWSA staff could be better trained to handle these regulations and Statler stated that his firm would be offering training to its clients. Kitchens asked if the Authority needed to add accounting staff to handle all of the upcoming changes. Statler said he did not think so at this time. Administrator Hare added that "down the road" in a few years, additional staff may be needed, especially if ECWSA staffing went over 50 employees. With no further questions, Administrator Hare and Chairman Kennamer thanked Mr. Statler for all of the effort that went in to performing the audit. Mr. Statler said that his staff enjoyed working with the Authority as well.

EXECUTIVE SESSION – A motion was made by Johnson to enter into Executive Session to discuss a legal matter and an employee matter. Second by Kitchens. No action was taken.

Motion was made by Johnson to adjourn.
Second by Timmerman
Time: 7:05 p.m., November 26, 2018
Vote Unanimous

Approved


James Earl Kennamer, Chairman