

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

*The March Regular Board of Directors Meeting of Edgefield County Water and Sewer Authority was held on March 22, 2021 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 March 18, 2021.*

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

**INVOCATION:** Kennamer

**MEMBERS PRESENT:** Kennamer, Johnson, Creswell, Clark, Smith, Washington , Kitchens

**MEMBERS ABSENT:** None

**STAFF PRESENT:** Administrator Hare, Business Manager Carroway

**GUEST PRESENT:** None

**AGENDA:** Administrator Hare recommended that the agenda be slightly amended to move the Executive Session portion of the meeting between Business items B & C. The Executive Session was needed due to economic development related items that were confidential at this time that would have some bearing on item C. A motion was made by Johnson to approve the March 23, 2021 Amended Agenda. Second by Kitchens. Vote unanimous to approve the amended agenda.

**MINUTES:** A motion was made by Johnson to approve the February 22, 2021 Minutes. Second by Washington. Vote unanimous.

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

**FINANCIAL STATEMENT:** After the reading of the bank balances, Administrator Hare discussed the Financial Statement ending February 28, 2021. Budget should be at 66.67%, Revenues are 66.44%, and Expenses are at 63.60%. Water & Sewer sales are in line with last year and budget projects so far.

**REPORTS:**

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

- Administrator Hare shared a recent article from the *Edgefield Advertiser* about the Authority. Most had read it and thought that it was a very favorable and fair article.
- Hare discussed the plan to recommend to County Council for reappointment to the Board, Ray Johnson and Ken Smith. Ken fulfilled the remaining 6 months of Henry Williams' term and will need reappointment. Hare plans to forward to County Council for the May meeting.
- Administrator Hare discussed the number of set meters (42) and taps (4) made in February as being the most he or Carroway could remember in the last 20 years. Just Another reminder of the growth the Authority's system is experiencing.

**BUSINESS**

**A. ENGAGEMENT WITH MAULDIN & JENKINS FOR FY2021 AUDIT SERVICES**

Administrator Hare presented an engagement letter from M&J for audit services for FY 2021. Hare noted a slight increase from the previous year, but also stated that had been the first increase in several years. Hare recommended engaging M&J at a cost of \$17,750 plus expenses. Motion by Creswell. Second by Clark. No further discussion. Vote unanimous.

**B. PURCHASE OF REPLACEMENT SBR HEADERS FOR BROOKS ST. WWTF**

Administrator Hare discussed the Brooks St. upgrade as part of the 2020 Bond Projects and the need to preorder some of the equipment due to the current long lead times on specialty items. Hare recommended purchasing the replacement SBR headers from Fluidyne Corp. at a cost of \$98,227. This is a sole source item because of the proprietary design of the WWTF. A motion was made by Smith to purchase the replacement headers. Second by Kitchens. No discussion. Vote unanimous.

**EXECUTIVE SESSION** – A motion was made by Johnson to enter into Executive Session to discuss Economic Development issues and a legal issue. Second by Smith. Vote unanimous. Board exited Executive Session with no action taken.

**C. RFQ/RFP FOR WATER SYSTEMS MASTER PLAN**

Administrator Hare discussed the need to proceed with the process to secure engineering services to perform a Water Systems Master Plan to assess the current system and evaluate infrastructure that needs replacement and/or upgrades. The first step will be a request for Request for Qualifications. This is no cost to the Authority other than staff time. Hare projects 18-24 months from now for potential completion of the plan. A motion was made by Johnson to proceed with the process of issuing an RFQ. Second by Washington. No discussion. Vote unanimous.

Minutes of Board Meeting  
March 22, 2021  
Page 3

Motion was made by Clark to adjourn.  
Second by Kitchens  
Time: 6:36 p.m., March 22, 2021  
Vote Unanimous

Approved



---

C.Raymond Johnson, Vice Chairman