

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

The April Regular Board of Directors Meeting of Edgefield County Water and Sewer Authority was held on April 27, 2020 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 April 23, 2020.

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

INVOCATION: Timmerman

MEMBERS PRESENT: Johnson, Clark, Creswell, Kenamer, Timmerman and Kitchens.

MEMBERS ABSENT: Williams

STAFF PRESENT: Administrator Hare, Business Manager Carroway

GUEST PRESENT: None

AGENDA: A motion was made by Johnson to approve the, April 27, 2020 Agenda. Second by Clark. Vote unanimous to approve the agenda.

MINUTES: A motion was made by Johnson to approve the March 23, 2020 Minutes. Second by Kitchens. 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 March 31, 2020. Budget should be at 75%, Revenues are 79.74%, and Expenses are at 72.74%. Administrator Hare gave a brief review of Revenue and Expenses as compared to March 2019. Although expenses were approximately \$90,000 more in March 2020 as compared to March 2019, March 2019 had reduced electrical expenses due to credits issued by Dominion Energy on the electrical bills.

REPORTS:

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

- Administrator Hare gave a brief update on the status of on-going Authority projects, including the Murrah Rd. Force Main which is complete and awaiting approval to place into operation. Administrator Hare also shared the status of developments on the Authority's system. Currently there are 12 development projects in different stages that the Authority is regulating. One new development was added during the last month. Administrator Hare also discussed that the Authority was continuing to sell taps at a high rate with 27 set meters and 6 new taps during the month of March, with no slow down so far in April.
- Business Manager Carroway gave a brief update on how the Governor McMaster's order to not cut off water service during the pandemic was affecting the Authority's customers

who had not paid. The number of customers that were delinquent was trending upwards each month. Staff were reaching out to delinquent customers via phone to arrange payment.

BUSINESS:

A. 1st READING OF FY2021 BUDGET

Administrator Hare presented the first draft of the ECWSA's FY2021 Budget, highlighting the major changes in revenues and expenses. This first reading did not reflect any potential increases suggested in the Wastewater Master Plan. This item was presented as information at this time and did not require a vote.

B. ECWSA WASTEWATER MASTER PLAN

Administrator Hare reviewed in brief the recommendations from the Wastewater Master Plan. He further presented to the Board a financials prepared by Compass Municipal Advisors related to the potential bonding of approximately \$5,000,000 over 10 years. This would be a bank bond as the interest rate with municipal bonds are favorable at this time. Administrator Hare requested that the Board allow him to contact Bond Counsel to begin preparation of a Bonding resolution. A motion was made by Kitchens to prepare a Bonding resolution. Second by Clark. Kitchens asked if this would "lock ECWSA" into borrowing at this time, to which Administrator Hare replied it would not. No further discussion. Vote unanimous.

C. ENGAGEMENT OF AUDIT SERVICES FROM MAULDIN & JENKINS

Administrator Hare presented an engagement letter from Mauldin & Jenkins concerning performing the FY 2020 Audit for the Authority. Administrator Hare recommended that the Authority engage Mauldin & Jenkins due to the quality of their services over the years as well as the only modest increase in pricing. A motion was made by Clark to engage Mauldin & Jenkins. Second by Timmerman. No discussion. Vote unanimous.

D. PURCHASE OF GROUND PENETRATING RADAR

Administrator Hare presented 3 quotes concerning the purchase of a US Radar Q4300 Ground Penetrating Radar System.

Bids for USRADAR Q3400 Ground Penetrating Radar

VENDOR	PRICE
Consolidated Pipe & Supply	\$25,250.00
Kirkland Company	26,295.00
U.S. Radar Inc.	26,590.00

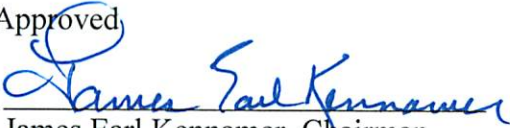
Administrator Hare explained that the Authority had been contracting these services for the last several years on an "as-needed" basis, but had recently seen the need to purchase a machine for more frequent use. This is due to the number of old water and sewer lines in the Authority's system that are non-metallic and have no way to trace or locate them. Authority staff have used several machines on a trial basis and found the US Radar machine to best fit the Authority's needs based on the soils in our service area and the depths of some of our lines. Administrator Hare recommended the Authority purchase the machine from Consolidated Pipe & Supply for a price of \$25,250 plus tax. Motion by Creswell. Second by Timmerman. No further discussion. Vote unanimous.

EXECUTIVE SESSION – A motion was made by Johnson to enter into Executive session to discuss to, a Legal matter. Second by Kitchens. Vote unanimous.

The Board exited Executive Session with no action taken.

Motion was made by Clark to adjourn.
Second by Johnson
Time: 6:30 p.m., April 27, 2020
Vote Unanimous

Approved,


James Earl Kennamer, Chairman