



Chairman Trey Stephens states that approving the minutes for November 28, 2022 is on the agenda and asks for a motion and a second. Commissioner Mike Kellems made a motion to accept the Minutes as written; it was seconded by Secretary-Treasurer Jackie Keenan and carried.

Mr. Trey Stephens asks for any questions or comments. (none)

### OLD BUSINESS

Danny Lowe reported the water loss at 9.6% for the month of November.

Mr. Lowe reported that CPW had the SC DHEC Sanitary Survey a few weeks ago and it improved drastically from a Needs Improvement from prior management to now a Satisfactory rating. Mr. Lowe stated that DHEC was so impressed with the progress that they are going to do a before and after slide show for DHEC staff training purposes.

Danny Lowe reported that the engineers are 99.9% complete with our mapping and have started on the Developers Policy Manual.

The Commissioners discussed the increased number of customer calls received during the freezing temperatures over the Christmas holidays whose pipes froze/burst. Commissioner Mike Kellems made a motion to waive the after-hours service fee of \$25.00 for customers due to extenuating circumstances; it was seconded by Secretary-Treasurer Jackie Keenan and carried.

Ken Phillips, the Operations and Maintenance Supervisor, gave an update of field activities for November.

Mr. Trey Stephens asks is there any more old business. (none)

### NEW BUSINESS

Danny Lowe presented two Willingness to Serve Letters: one Greystone Construction for the development at Old Whiskey Rd and Summit Dr. for 164 lots (with a one-year time limit on starting construction) and the other one for Beazley Development (Brookshire Meadows) for Cedar Creek for approximately 90 lots in exchange for the easement in Cedar Creek to install PRV pit. After discussion, the Commissioners agreed to sign off on both letters for Willingness to Serve. Director, Danny Lowe, stated that once these letters are given out along with the letter for already approved for The Pines, we are about "tapped out" on new service taps. In the meantime, CPW is looking into financing for another water tower to be able to supply the growth coming this way.

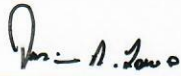
**Second Reading of the Employee Policy Manual and PTO Policy**

Chairman Trey Stephens stated the Commissioners received a copy of the new Employee Policy Manual as well as the PTO Policy. The new policies were written per the discussions at the Work Session held in September. Mr. Stephens asked for a motion to accept the second reading of the Employee PTO Policy along with the updates included in the Employee Manual. Vice Chairman Donnie Cooper made a motion to accept the policies as written; it was seconded by Secretary-Treasurer Jackie Keenan and carried.

Donnie Cooper made a motion to go into Executive Session to discuss employee matters; Jackie Keenan seconded it and carried. Time in Executive Session: 8:02pm. Time out of Executive Session: 8:26pm

Jackie Keenan made a motion to adjourn; Donnie Cooper seconds, all vote, so moved.


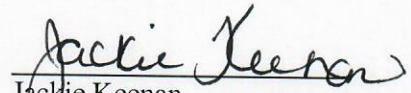
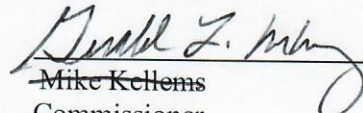
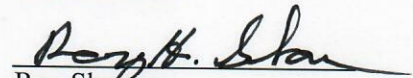
Attested by,



Director  
Danny Lowe



Trey Stephens  
Chairman

  
Donnie Cooper  
Vice Chairman  
Jackie Keenan  
Secretary-Treasurer  
Mike Kelms  
Commissioner  
Roy Shaw  
Commissioner