

Commission of Public Works meeting, May 22, 2023
Regular monthly business.

Commissioners present: Trey Stephens, Donnie Cooper and Gerald McMurray
Employees present: Danny Lowe, Ken Phillips and Christy Lowe
Visitors present: Larry Halicki
Place: New Ellenton Commission of Public Works
 100 South Main Street
 New Ellenton, SC 29809
Time: 7:00 PM

Chairman Mr. Trey Stephens presiding.

Mr. Trey Stephens opens with the Pledge of Allegiance and Ken Phillips said the prayer.

Mr. Trey Stephens welcomes everyone and asks that he or she state their name for the record.

Mr. Trey Stephens opened the floor to guest comments and questions.

Larry Halicki asked about the project plans for grant. Danny Lowe informed Larry that he will be attending a workshop on May 31st along with the Office Manager, Christy Lowe and our engineer to learn the logistics of the grant. Then on June 21st the same 3 will be attending a startup meeting where we will receive additional instructions. Mr. Lowe stated he will have additional information after those meetings. Larry asked about the length of the repair on Club Drive will be. Mr. Lowe referred to the map posted in the conference room and stated it would be 4,240 feet. Larry asked where we stand with hydrant repairs in Cedar Creek. Mr. Lowe stated that we have the hydrant representative coming out on May 31st or June 1st with the parts to do the repairs. Larry asked the status of the PRV pit. Mr. Lowe stated the pit is done, we are just waiting on the valve to be delivered. Larry asked about the progress on the water tower. As Mr. Lowe stated in last months meeting, our engineer has started on the PER and are looking at approximately a 2 year time frame before that project starts. Larry asked where we stood with the remaining taps capacity. Mr. Lowe stated we are at approximately 270 currently.

Mr. Trey Stephens states that approving the Financial Report for April 2023 is on the agenda and asks for a motion and a second. After discussion, Vice Chairman Donnie Cooper made a motion to accept the Financial Report; it was seconded by Commissioner Gerald McMurray and carried.

Chairman Trey Stephens states that approving the minutes for April 24, 2023 is on the agenda and asks for a motion and a second. Vice Chairman Donnie Cooper made a motion to accept the Minutes as written; it was seconded by Commissioner Gerald McMurray and carried.

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

OLD BUSINESS

Director Danny Lowe reported he received the building permit for the Maintenance shed and they are projecting to start work on in July. Danny stated he would like to have the balance on the building paid by the end of the fiscal year so all we have to pay in next years budget is the labor and electrical work.

Danny Lowe stated that he has a company coming out to look at it, service it and run it to see what it does and what repairs may need to be done. Mr. Lowe stated he will have more information later.

Mr. Lowe reported he has made numerous calls to SCDHEC in Columbia to find out information about the Darlington Well permit. Danny stated he was told it would be looked into this week.

Mr. Lowe stated that all the plumbing has been done for the PRV pit, box has been set; we are just waiting for the valve to be delivered.

Danny Lowe reported he recently received the results of our 2022 Sanitary Survey, which was Satisfactory. Mr. Lowe reported that SCDHEC was very happy with the progress that has been made since last years survey.

Danny Lowe stated that he has priced out what it would cost us to start up a lab; it came out to approximately \$25,000. The time frame for this is in the next year or so.

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

Mr. Lowe reported water loss is at 13%.

Christy Lowe provided the Commissioners with a comparison of the former and current pricing for the Utility Billing software (Publiq) as well as the postage increases over the last couple of years since we switched over to Publiq in 2021. The City of New Ellenton splits the monthly software fee with CPW. Mrs. Lowe suggested that we re-negotiate our fee with the City to absorb some of the cost increases we have taken on in the last year or so. Trey Stephens stated he would bring up the increases to the City for discussion and CPW would discuss it at next month's meeting.

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

NEW BUSINESS

Chairman Trey Stephens brought up to Commissioners and CPW staff that he doesn't mind helping other water departments in an emergency situation but he doesn't want other water departments to become dependent upon CPW because we have certain equipment that they want to borrow for daily tasks. It's also different if the other water department provides us with mutual aid when needed and not just CPW always providing them with assistance. Mr. Stephens stated he doesn't mind going to the other water departments Board meetings and bringing this to their attention. Trey Stephens stated that he would like

for us to start keeping a log of every time we assist another water department and anytime another water department assists us while also keeping a log any parts are borrowed from us or by us. All Commissioners agreed on this going forward.

Director Danny Lowe stated he would like to look into starting an apprentice program at CPW. Danny would like to target high school students or just out of high school that could get a year or two of training in prior to graduation and possibly make a career in water works. Danny mentioned with the way the areas around us are growing that we need to have someone trained and ready to take their exams to be licensed in treatment and distribution of water. Chairman Trey Stephens stated that we need to work on some policies and procedures on how we would like to implement this program. Danny Lowe is going to work on this in the coming months.

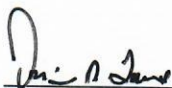
Chairman Trey Stephens performed the 1st reading for the Proposed 2023-2024 Budget. Vice Chairman Donnie Cooper made a motion to accept the Proposed 2023-2024 Budget; it was seconded by Commissioners Gerald McMurray and carried.

Office Manager, Christy Lowe, reported to the Commissioners that the new 2022 CCR (Water Quality Report) is completed and posted on the website for customers to view. The URL will be listed on the June bill so customers know where to go look at it online. Also, a notice will be posted in the Aiken Standard for 3 days (May 25th, 26th & 27th) this weekend stating that it is available on our website or they can request a hard copy.

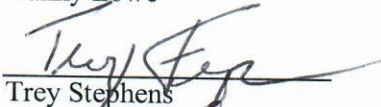
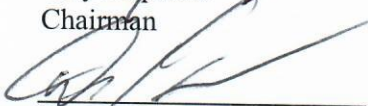

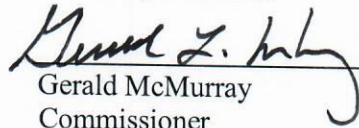

Trey Stephens made a motion to go into Executive Session; Donnie Cooper seconded it and carried. Time in Executive Session: 7:55pm. Time out of Executive Session: 8:14pm

Donnie Cooper made a motion to adjourn; Gerald McMurray seconds, all vote, so moved.

Attested by,



Director
Danny Lowe


Trey Stephens
Chairman
Donnie Cooper
Vice Chairman
Jackie Keenan
Secretary-Treasurer
Gerald McMurray
Commissioner
Roy Shaw
Commissioner