

Commission of Public Works meeting, March 25, 2024
Regular monthly business.

Commissioners present: Trey Stephens, Donnie Cooper, Jackie Keenan, Roy Shaw and Gerald McMurray

Employees present: Danny Lowe, Ken Phillips and Christy Lowe

Visitors present: Judy Graham-Dowd, Thomas Palm, Carter Rhine, Ernest Odom, Sandra Odom and Deborah Peek

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.

Mr. Ernest Odom, who resides at 380 Dry Branch Rd, expressed his concerns about his bill being higher than normal for the last year. Mr. Odom stated he has checked for leaks and he does not have one. He also stated that they are not at home more than 10 – 15 days out of the month due to being out of town the rest of the time. Chairman Trey Stephens asked if he had contacted the office concerning the bill and Ernest said he wrote a note on the bill. O&M Supervisor, Ken Phillips, told Mr. Odom that he would come out tomorrow to perform a Data Log on the meter to see how many gallons were being used per day and to see what was going on.

Mr. Trey Stephens states that approving the Financial Report for February 2024 is on the agenda and asks for a motion and a second. After discussion, Secretary-Treasurer Jackie Keenan made a motion to accept the Financial Report; it was seconded by Vice Chairman Donnie Cooper and carried.

Chairman Trey Stephens states that approving the minutes for February 26, 2024 and the Special Meeting held on March 11, 2024 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 that all the SCDOT encroachment permits have been signed for the Chime Bell Church Rd. project so now we are waiting for RIA's approval to move forward with this project. Mr. Lowe stated our engineer is finishing up on the Club Dr. and the Florida/Fern projects to be submitted to RIA for approval.

Mr. Lowe reported the only bid received for the new well at Darlington came in at \$1.6 million, which is \$1 million over budget. CPW met with COG to discuss options at this point, therefore it was decided that CPW would reject this bid and move on to our other SCIIP/RIA projects and if there is anything left over, we would possibly look at re-bidding the Darlington well. Mr. Lowe also stated we are looking at getting the Dry Branch well back online, which will in turn help with the plans in Oak Hill Water System.

Danny Lowe reported that we have applied for additional funding through RIA and the State Revolving Fund this month. This is to support our efforts to take on Oak Hill Water System customers and maintain their system permanently. The funds are to cover costs for a new water tower in Oak Hill, SCADA system, grassing/erosion control and rehab of the well on Dry Branch Rd. and to decommission the 3 wells at Oak Hill. It is approximately \$2.8 million total that was applied for and we will be notified sometime towards the end of June if we have been awarded these funds. Of that money, the CPW will be responsible for \$700,000.00. Chairman Stephens stated we may look at a small loan down the road if we need it to make up the difference on the project.

Danny Lowe reported the water loss was 7% for the month of February.

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

Christy Lowe gave an update on transition to Ameris Bank.

Danny reported that he met with Morris Rudnick concerning the land in Oak Hill and what needed to be done if the CPW receives the funding applied for. He is going to look into this for us and get back with Danny at a later date.

Trey Stephens stated that we discussed last month's meeting with someone concerning cyber security insurance. Mr. Stephens didn't see the need for the insurance portion but he does think we should be doing MFA (multi-factor identification) log ins for each computer. After discussion, Christy Lowe stated she would get more information on our options for MFA from Intellisystems.

Chairman Trey Stephens asked the Commissioners if everyone has gotten their emails straight. Mr. Stephens stated the training sessions were decreased to once a quarter instead of every month so everyone should be doing the training each time it is sent to their email as it takes about 5 minutes to complete. Trey said we are using emails to communicate more with lately with everything going on so the Commissioners need to stay up to date on everything. Mr. Stephens stated that Roy reminded the Commissioners last month to complete their State Ethics survey online as well.

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

NEW BUSINESS

Danny Lowe stated that he would like to meet 30 minutes prior to the regular monthly meeting for a Budget Work Session. Mr. Stephens stated Danny and Christy can work on the budget prior to the meeting and then discuss with Commissioners at the Work Session to see if any changes need to be made.

Danny Lowe reported that we had a very good and productive meeting with the Representative from Master Meter who we purchase our meters through Consolidated Pipe & Supply. Mr. Lowe stated that most of our meter are under warranty and we have been having issues getting certain parts replaced that are still covered under the warranty. Ken Phillips stated he has also signed up for a consignment program with Consolidated where we will always have 60 meters on the shelf and only pay for the ones that we use, so we should always have plenty of meters on hand.

Chairman Trey Stephens reported that Ezekial Cummings is officially retiring at the end of the month. The CPW will be having a Retirement Party for him on Thursday if anyone would like to attend.

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

Attested by,



Director
Danny Lowe



Trey Stephens
Chairman

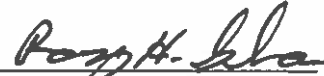


Donnie Cooper
Vice Chairman

Jackie Keenan
Secretary-Treasurer



Gerald McMurray
Commissioner



Roy Shaw
Commissioner