

**MINUTES
TAYLORS FIRE & SEWER DISTRICT
REGULAR MONTHLY MEETING
JUNE 16, 2015**

A special called meeting of the Board of Commissioners was held at the District Office in the Board Room, 3335 Wade Hampton Blvd., Taylors, South Carolina at 4:30 pm.

BOARD MEMBERS PRESENT

Mark A. J. Rea Jr., Commission Chairman
Douglas L. Wavle, Commission Vice Chairman/Secretary
Paul Bowen, Commission Treasurer

STAFF PRESENT

Bobby Baker, Fire Chief	William "Red" Ables, Operations Coordinator
Samantha Bartow, Director of Sewer Services	Chris Powell, Construction Crew Leader
Bobby Van Pelt, Assistant Fire Chief	Gary Cantrell, TV Crew Leader
James Baker, Fire Marshal	Mike Townsend, Right-of-Way Crew Leader
Stephanie Hackler, Bookkeeper	

OTHERS PRESENT:

Jamie Daniel (A.T. LOCKE), Tina Smerdon (A.T. LOCKE), Scott Taylor (A.T. LOCKE), Stacey Bevill (Ask and Receive)

The meeting was called to order by Chairman Rea at 4:32 pm. Chairman Rea stated that the media outlets who requested notification of this monthly meeting were notified via door posting, email, website, Facebook, and twitter.

Chairman Rea presented the minutes from the Regular Scheduled Meeting held on May 12, 2015 at 4:30 pm, the Special Called Meeting held on May 28, 2015, and the Special Called Meeting held on June 2, 2015. Vice Chairman/Secretary Wavle made a motion to accept the minutes as written. Treasurer Bowen seconded the motion. The motion carried unanimously.

Chairman Rea recognized Director Bartow for the Sewer Reports. Director Bartow stated in the absence of GIS Analyst King, Director Bartow would be presenting the GIS report as written and attached. There were no questions concerning GIS Analyst King's report.

Director Bartow presented her report as written and attached. She presented the Permit Fees for the month of May. Director Bartow interjected that the District had compiled the application for the Mill Hill Project and that the final step was the signature page that needed to be signed by the Commission Chair and Secretary. Director Bartow then presented the Summary of Work Orders and Service Requests for the month of May, and SC811 Tickets since June 7, 2015. Vice Chairman/Secretary Wavle asked that the District keep track of the amount of hours that are put into SC811 locates/tickets and apply a wage rate to those hours in order to communicate to our Legislators how much it is costing the District. Director Bartow announced that the South Carolina Legislature passed an Act to amend the Freedom of Information Act and held a brief discussion with the Commissioners on how the District is now responsible for noting in the minutes that the news media was notified regarding the Commission Meeting and how to make changes to the agenda appropriately. Director Bartow thanked Lieutenant Dixon for training the District Office Staff and the Sewer Department in CPR and First

Aid. Director Bartow read aloud an email that she sent to Ray Orvin, Executive Director of Renewable Water Resources and its Commissioners, the Taylors Sewer Department, and the Taylors Fire and Sewer District Commissioners, thanking Renewable Water Resources for their assistance with the Boling Road Trailer Park issue. Vice Chairman/Secretary Wavle then thanked Director Bartow for reaching out to Mr. Orvin and Renewable Water Resources in such a positive manner. Director Bartow asked if there were any questions. With no further questions, Treasurer Bowen made a motion to accept the Sewer Department Reports as written. Vice Chairman/Secretary Wavle seconded the motion. The motion carried unanimously.

Chairman Rea recognized Assistant Fire Chief Baker for the Fire Reports. Fire Chief Baker presented his report as written and attached. Fire Chief Baker recognized Firefighter Mintz for 1 year of service, Sergeant Hughes for 8 years of service, and Firefighter Perry for 2 years of service. Fire Chief Baker thanked GIS Analyst King for her efforts in updating the Fire Department's maps at all three Stations. Fire Chief Baker announced that Explorer Grayson Bartow is enrolled in the South Carolina Fire Academy Explorer Boot Camp at the Boiling Springs Fire Department from July 20, 2015 to August 1, 2015 and thanked him for all of his hard work. Fire Chief Baker summarized the Incident Response and Fire Fatalities Reports for the month of May. Fire Chief Baker asked if there were any questions. There were no questions.

Chairman Rea recognized Assistant Fire Chief Van Pelt for his report. Assistant Fire Chief Van Pelt presented his report as written and attached. He reviewed the training attended during the month of May, as well as the upcoming training that will be offered in the coming months. Assistant Fire Chief Van Pelt thanked the Commission for allowing him to attend the South Carolina State Fire Chief's and Firefighter's Association Conference. Assistant Fire Chief Van Pelt announced that ISO results came in on May 27, 2015 and they were impressed with the Fire Department's documentation. The Fire Department scored high on training, response times and man power. Assistant Fire Chief Van Pelt thank everyone that was involved in getting ready for the inspections. Assistant Fire Chief Van Pelt noted that Lieutenant Hall, Battalion Chief Reid, and C Shift gave out awards for the annual awards day and art contest at Brook Glenn and Taylors Elementary Schools. Assistant Fire Chief Van Pelt then briefed the Board on the collapse at the Taylors Mill. Assistant Fire Chief Van Pelt thanked Operations Coordinator Ables and the Sewer Department for cutting the grass at the training tower. Lastly, Assistant Fire Chief Van Pelt, Director Bartow, and Operations Coordinator Ables held a brief discussion on the replacement of the Edwards Road Bridge and how it relates to a Taylors sewer line nearby and Taylors Fire Engines and response times. Fire Chief Baker interjected and thanked Battalion Chief Gosset for stepping in and working from 8 am until 5 pm while Fire Chief Baker and Assistant Fire Chief Van Pelt were away at the South Carolina State Fire Chief's and Firefighter's Association Conference. There were no questions.

Chairman Rea recognized Fire Marshal Baker for his report. Fire Marshal Baker presented his report as written and attached. He reviewed the inspections, training/meetings, and fire prevention measures for the month of May. Fire Marshal Baker thanked the Board for allowing him to attend the South Carolina State Fire Marshal's Association Conference. Fire Marshal Baker attended several meeting with the Taylors Mill to prepare their 50th Year Anniversary Celebration. Fire Marshal Baker noted an engine company was sent to Brushy Creek Elementary School's Spring Fling on May 8, 2015. B Shift sent an engine alone with two Explorers to participate in the Greenville Armed Forces Day Parade on May 16, 2015. Fire Marshal Baker also noted that Piedmont Natural Gas cancelled their

pipeline integrity work until further notice. There being no further questions or comments, Vice Chairman/Secretary Wavle made a motion to accept the Fire Department Reports as written. Treasurer Bowen seconded the motion. The motion carried unanimously.

Director Bartow interjected and read aloud Ray Orvin's email response to the thank you email that was sent from Director Bartow regarding the Boling Road Trailer Park issue.

Vice Chairman/Secretary Wavle made a motion to allow the Fire Department to donate both of the old thermal imaging cameras to two different Fire Departments as requested in Fire Chief Baker's Report. Treasurer Bowen seconded the motion. The motion carried unanimously.

Vice Chairman/Secretary Wavle made a second motion to declare Engine #5 surplus in order to sell it. Treasurer Bowen seconded the motion. The motion carried unanimously.

Chairman Rea recognized Mr. Scott Taylor for the Financial Reports. Mr. Taylor reviewed his reports as written and attached. There being no further discussion, Treasurer Bowen moved to accept the Financial Reports as presented. Vice Chairman/Secretary Wavle seconded the motion. The motion carried unanimously.

As for old business, there was a lengthy discussion on the South Carolina Special Purpose District (SCSPD) Legal Policy Fund Procedure. Vice Chairman/Secretary Wavle made a motion to send a letter to the SCSPD saying that Taylors Fire and Sewer District did not move to support their efforts or participation in the Legal Fund. Treasurer Bowen seconded the motion. The motion carried unanimously.

There was no new business to discuss.

Chairman Rea recognized Mr. Scott Taylor, with A.T. LOCKE to present the proposed FY16 Budget for the Fire and Sewer Departments. He stated that the public notice was published in the Greenville News and the Greer Citizen with the proposed millage rate changes. He directed the attention to the provided visual presentation giving a brief overview of the layout.

Mr. Taylor summarized the changes in the budget from FY15 to FY16 stating that the proposed percentage increase in the budget between FY15 and FY16 for the Fire Department is 3.7%. The proposed decrease for the Sewer Department is 1.6%. The Fire Department budget increase by a greater percentage than the millage rates increase due to capital expenditures, which will be financed by capital lease and/or appropriated fund balance. Mr. Taylor summarized the remaining changes in the FY16 Budget as provided in the packet.

Mr. Taylor gave a brief overview on how governmental accounting is reported and how it relates to the financial reports being presented. Mr. Taylor gave an overview of the Taylors Fire and Sewer District's financial health over a two year period in order to illustrate the cash reserves for both Departments. Mr. Taylor reviewed the millage calculation and detailed the Districts' millage history. He explained the impact to taxpayers by stating that according to the FY16 (2015 tax year) proposed millage, the owner of a \$100,000 home would pay approximately a combined increase of \$9.60 from FY15 (2014 tax year).

The total budgeted revenues and expenditures for FY15 for the Fire Department was \$4,671,000. The proposed total revenues and expenditures for FY16 for the Fire Department is \$4,844,000. The FY15 (2014 tax year) tax rate millage for the Fire Department is 53.6 and the proposed tax rate millage for FY16 (2015 tax year) is 55.4.

The total budgeted revenues and expenditures for FY15 for the Sewer Department was \$2,357,500. The proposed total revenues and expenditures for FY16 for the Sewer Department is \$2,320,000. The FY15 (2014 tax year) tax rate millage for the Sewer Department is 19.8 and the proposed tax rate millage for FY16 (2015 tax year) is 20.4.

The proposed percentage increase in the millage rate between FY15 and FY16 for the Fire Department is 3.36% and for the Sewer Department is 3.03%. The overall proposed millage increase is 3.27%.

Chairman Rea opened the floor to the public. There being no one to speak for or against the budget, Treasurer Bowen made a motion to close public comment on the FY16 Budget. Vice Chairman/Secretary Wavle seconded the motion. The motion carried unanimously.

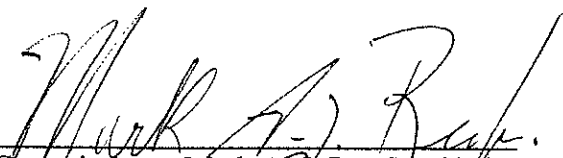
Treasurer Bowen made a motion to accept the FY16 Budget as presented from the Budget Workshop on May 28, 2015 with no changes made. Vice Chairman/Secretary Wavle seconded the motion. The motion carried unanimously.

Treasurer Bowen moved to go into Executive Session for discussion of employment, appointment, compensations, promotion, demotion, discipline, or release of an employee and to receive legal advice where legal advice relates to pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the District in other adversary situations involving the assertion against the District agency of a claim. Vice Chairman/Secretary Wavle seconded the motion. The motion carried unanimously. They entered Executive Session at 6:07 pm.

Treasurer Bowen moved, seconded by Vice Chairman/Secretary Wavle to exit Executive Session. The motion carried unanimously. They exited Executive Session at 7:43 pm.

Vice Chairman/Secretary Wavle made a motion to stay with Prime Benefits with Gary Dobson as our Broker and to switch to Cigna from the South Carolina Firefighter's Association Blue Cross Blue Shield. In this switch, there will be no change in deductible or the employee portion of the premium and we are to carry over the deductible and out of pocket cost in the current calendar year. Treasurer Bowen seconded the motion. The motion carried unanimously.

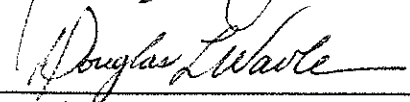
There being no further business, Chairman Rea made a motion to adjourn the meeting. Treasurer Bowen seconded the motion. The motion carried unanimously and the meeting was adjourned at 7:45 pm.




Commissioner Mark A. J. Rea Jr., Chairman

July 14, 2015

Date Minutes Approved



Commissioner Douglas L. Wavle, Vice Chairman/Secretary



Commissioner Paul Bowen, Treasurer