

AGENDA
TAYLORS FIRE AND SEWER DISTRICT
BOARD OF COMMISSIONERS MEETING
3335 WADE HAMPTON BLVD.
TAYLORS, SC 29687
TUESDAY, JANUARY 8, 2013
4:30 PM

- 1. Invocation**
- 2. Call To Order**
- 3. Approval of the Minutes**
 - a. December 11, 2012 Regular Monthly Meeting at 4:30 pm**
- 4. Department Reports**
 - a. Sewer**
 - b. Fire**
- 5. Finance**
 - a. Financial Department - Financial Report**
- 6. Old Business**
- 7. New Business**
 - a. Greater Greenville Sanitation**
- 8. Adjourn**

NOTE: Dates and locations may be changed at the discretion of the Chairman.

**MINUTES
TAYLORS FIRE & SEWER DISTRICT
REGULAR MONTHLY MEETING
JANUARY 8, 2013**

The regular monthly 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

Gilbert T. Rivers, Commission Chairman
Douglas L. Wavle, Commission Vice Chairman/Treasurer
Mark A. J. Rea Jr., Commission Secretary

STAFF PRESENT

Bobby Baker, Fire Chief
Bobby Van Pelt, Assistant Fire Chief
Samantha Bartow, Director of Sewer Services
William "Red" Ables, Operations Coordinator
Stephanie Hackler, Bookkeeper
Ben Stoner, A.T. LOCKE

OTHERS PRESENT:

Patti Bragg
Jay King, Greer Citizen
Ed Marr, Greater Greenville Sanitation
Steve Cole, Greater Greenville Sanitation
Charles LaGrange, Greater Greenville Sanitation

The meeting was called to order by Chairman Rivers at 4:30 pm.

Chairman Rivers asked that the minutes be presented. Secretary Rea presented the minutes from the Regular Scheduled Meeting held December 11, 2012 at 4:30 pm. Secretary Rea made a motion to accept the minutes as written. Vice Chairman/Treasurer Wavle seconded the motion. The motion carried unanimously.

Chairman Rivers recognized Director Bartow to present the Sewer Reports. Director Bartow requested to divert from the agenda to address several issues that had recently arisen. Director Bartow stated that the Sewer Department currently has a 2-door/2-wheel drive Ranger Truck that has electrical problems. Director Bartow stated that since this is a non-budgeted item, she is requesting approval from the Commission Board to approve replacement of this vehicle. Director Bartow presented quotes from two vendors. Kevin Whitaker stated that they could take the truck in on trade resulting in a replacement cost of \$23,100 for a 2013 Chevrolet. Bobby Jones Ford could not provide a trade-in value without seeing the truck and that was not feasible. Vice Chairman/Treasurer Wavle made a motion to proceed with replacing the vehicle. Secretary Rea seconded the motion. Director Bartow requested that the funds budget for replacing the server be diverted to enable the District Office to be tied into the generator at Fire Station #1. Director Bartow stated that several employees could perform the majority of the work. She stated that since a trench will need to be dug, she will move forward with installing the fiber optic cable needed to connect the District Office to Fire Station #1. Vice Chairman/Treasurer Wavle made a motion to tie into the existing generator as well as run fiber optic cable to be connected to the other buildings. Chairman Rivers amended the motion to state that the project is not to exceed \$30,000. Secretary Rea seconded the motion with the amendment. The motion carried unanimously. Director Bartow then stated that the heating unit at the District Office is not repairable and needs to be replaced. Director Bartow reviewed the replacement options. Secretary Rea made a motion to allow the

Department Heads to go ahead with replacing the heating system according to the quote for the 90% system. Vice Chairman/Treasurer Wavle seconded the motion. The motion carried unanimously. Director Bartow presented her reports as written and attached. Director Bartow reviewed the Permit Fees and Workers Comp Reports as provided. She stated that GIS Analyst Hammer submitted a report that is provided in the Commissioner's packet as well. Director Bartow stated that during December, GIS Analyst Hammer worked on the Lee Mike West project, maps for Taylors Town Square, Greater Greenville Sanitation project, and the Fire Department study maps. Director Bartow reviewed the progress the Sewer Department has made during the month of December as well as reviewed the year to date totals. She stated that Secretary Rea, Chairman Rivers, Fire Chief Baker, GIS Analyst Hammer and Director Bartow met with Greater Greenville Sanitation to discuss how we can work with them as a Special Purpose District. Director Bartow reported that the 2013 Regular Commission Meeting schedule was printed in the Greer Citizen on Wednesday, January 2, 2013 and in the Greenville News on Sunday January 6, 2013 and it has been posted in the lobby of the District Office. Director Bartow reviewed the various training the Department has received and meetings attended during the month of December. She reviewed the upcoming training/meetings as well. Vice Chairman/Treasurer Wavle moved to accept the Sewer Reports and the GIS Analyst Report as written. Secretary Rea seconded the motion. The motion carried unanimously.

Chairman Rivers recognized Fire Chief Baker for the Fire Reports. Fire Chief Baker first updated the Commission Board on the progress of the repairs to Station #1. Fire Chief Baker reported that an employee was driving Platform #1 out of Station #1 and turned left before the rear of the truck cleared the door way causing the back passenger side of the truck to hit the brick column. Damage was done to the truck and to Station #1. He stated reflective tape as well as new procedures have been put into place in order to prevent similar incidents from happening. He also stated that Platform #1 was scheduled to go into the shop for the necessary repairs. Vice Chairman/Treasurer Wavle asked how long the truck would be out of service. Fire Chief Baker stated Platform #1 is not out of service due to the incident. It is out of service due to the steering box issue. Chairman/Treasurer Wavle inquired about the automatic aid. Fire Chief Baker confirmed that the bordering Fire Districts were on standby to loan us their aerial should the occasion arise. He presented his reports as written and attached. Fire Chief Baker reviewed the meetings he attended in December. Fire Chief Baker reminded the Commissioners that the State Ethics Report are due by April 15, 2013. Fire Chief Baker stated that he has been involved in the meeting with Greater Greenville Sanitation and commended them on the work they have done so far. Fire Chief Baker reported the Firefighter Standifer received orders that his Air Force duties have been reassigned and he will be training in Texas for the next several months. Fire Chief Baker recognized Firefighter Condrey for 7 years of service. Fire Chief Baker stated that Mr. Jeff Davis from Liberty Mutual Insurance Company presented Firefighter Krawczyk with the Liberty Mutual "Firemark Award" for his service to the Taylors Fire and Sewer District and his service to our country in Afghanistan. Fire Chief Baker reviewed his Workers Compensation report as well as his Monthly Incident Response Report. Secretary Rea inquired about the false calls on the incident report verses the major incident type report. Fire Chief Baker stated that the discrepancy could arise according to how the call was recorded when it first came in versus how it was recorded once the call was resolved. Chairman Rivers asked if the residential false alarms were charged a fee and Fire Chief Baker stated they were not.

Fire Chief Baker recognized Assistant Fire Chief Van Pelt for his report. Assistant Fire Chief Van Pelt presented his report as written and attached. He reported on the various training completed during the

month or coming in the future months. He also reported on the meetings that he has attended. Assistant Fire Chief Van Pelt stated that the promotional exam for the Sergeant positions available has been completed and filled. Firefighter Jennings was promoted to Sergeant on A-shift and Firefighter Jameson was promoted to Sergeant on C-shift. Sergeant Johnson was promoted to Lieutenant on B-shift. Assistant Fire Chief Van Pelt then reviewed the Automatic Aid calls that the Department ran.

In the absence of Fire Marshal Baker, Assistant Fire Chief Van Pelt reviewed the Fire Marshal Report. Assistant Fire Chief Van Pelt presented the report as written and attached. He reviewed the inspections, pre-plans, and occupancy permits for the month. Assistant Fire Chief Van Pelt reported on the fire investigations for the month of December. He reviewed the training Fire Marshal Baker received during the month and what is scheduled for future months. Assistant Fire Chief Van Pelt reported on fire prevention and the meetings Fire Marshal Baker attended. Assistant Fire Chief Van Pelt stated that Fire Marshal Baker wanted to thank everyone for their generosity in donating time and money towards the Christmas project. This year, over \$1,200.00 was donated which helped 15 children have a Merry Christmas. Vice Chairman/Treasurer Wavle made a motion to accept the Fire Department Reports as written and read. Secretary Rea seconded the motion. The motion carried unanimously.

Chairman Rivers recognized Mr. Ben Stoner for the Financial Reports. Mr. Stoner reviewed his reports as written and attached. He stated that November was a very strong month. He stated we received significantly more property tax revenue than budgeted. Mr. Stoner stated that he believes this is related to a timing issue and that December and January may come in lower than expected. Income for the month of November was \$415,000. As for the cost to provide service, everything was in line with budget. Training was a little lower than budgeted. Mr. Stoner stated that this is probably due to a timing issue as well. Mr. Stoner explained the small variances in budget stating that the safety variance on the Sewer side was due to uniforms in November and maintenance on the Fire side was due to auto expenses. As for the administrative section of expenses, there were no surprises. Administratively, we continue to not have the legal fees that were originally anticipated on the District side. Mr. Stoner presented a year to date comparative P&L and highlighted several points for the Commission Board. Mr. Stoner stated that for the year to date numbers, our revenues continue to be strong and are better than last year. He stated that the District continues to look strong financially. Mr. Stoner presented a comparative balance sheet drawing attention to the column that signifies the change from 2011 to 2012. He stated that cash is approximately \$993,000 more than it was a year ago. Vice Chairman/Treasurer Wavle moved to accept the Financial Reports as written. Secretary Rea seconded the motion. The motion carried unanimously.

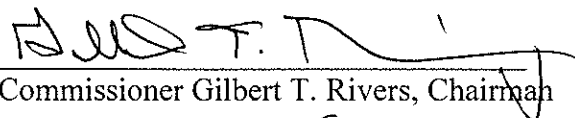
Chairman Rivers recognized Charles LaGrange to proceed with the scheduled presentation for Greater Greenville Sanitation. Mr. LaGrange delivered his presentation as attached, detailing the history of Greater Greenville Sanitation, their service area, and the services they provide. Secretary Rea wanted it noted for the record that the former waste removal provider for Station #1 and Station #2 charged a 23.4% surcharge for fuel on their last invoice. Mr. LaGrange completed his presentation and opened the floor for questions. Vice Chairman/Treasurer Wavle asked if the fee for their services would be billed through the individual's tax bill. Mr. LaGrange deferred the question to Mr. Steve Cole, Chief Financial Officer for Greater Greenville Sanitation. Mr. Cole stated that their proposal is to enter into an intergovernmental agreement with Taylors Fire and Sewer District. This agreement would allow Greater Greenville Sanitation to offer the citizens of Taylors another option for their waste removal

service. Greater Greenville Sanitation would invoice the customer and collect the fees monthly. They would then remit a small portion of the fee back to Taylors Fire and Sewer District. Vice Chairman/Treasurer Wavle expressed a concern for the independent companies that are competing within the neighborhoods. Mr. Ed Marr, Executive Director for Greater Greenville Sanitation responded that the homeowners would still have a choice to remain with their current vendor or utilize the services that Greater Greenville Sanitation offers. They are not proposing that they become the sole waste management provider however they would like the opportunity to provide a superior service for a reasonable rate. Director Bartow commended the employees of Greater Greenville Sanitation for a job well done. Everyone she has come in contact with has been professional and prompt with their service. Fire Chief Baker reaffirmed their prompt and courteous service. Mr. Cole reiterated that Greater Greenville Sanitation would be billing the customers directly versus on their tax bill. He stated that if we are able to partner with them, we could add a small revenue stream in the form of fees per customer. Director Bartow clarified that the relationship with Greater Greenville Sanitation would be similar to the relationship we currently have with Renewable Water Resources whereas we sell their permits, collect their fee and then remit the monies directly to them less a small percentage that we retain. Secretary Rea inquired how we would judge the interest in the District. Mr. Cole explained that they would first send out a letter to 1000 District residents to inquire about the interest in their services. He added that we could set up our phone system to forward all waste removal calls to Greater Greenville Sanitation to be handled. Chairman Rivers inquired about the initial target area. Mr. LaGrange stated that he has been working with GIS Analyst Hammer on determining the best test area. Chairman Rivers thanked Mr. LaGrange, Mr. Marr, and Mr. Cole for their presentation.

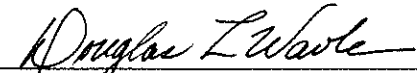
Secretary Rea asked Chief Baker if he could get a copy of the map located in the Dispatch office at Station #1 and Chief Baker stated that once it is updated, he would get him a copy.

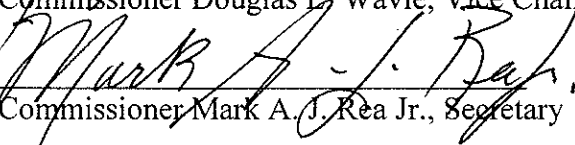
There was no old business to discuss.

There being no further business, Secretary Rea made a motion to adjourn the meeting. Vice Chairman/Treasurer Wavle seconded the motion. The motion carried unanimously and the meeting was adjourned at 6:10 pm.


Commissioner Gilbert T. Rivers, Chairman

2/12/2013
Date Minutes Approved


Commissioner Douglas L. Wavle, Vice Chairman/Treasurer


Commissioner Mark A. J. Rea Jr., Secretary