

**MINUTES  
TAYLORS FIRE & SEWER DISTRICT  
REGULAR MONTHLY MEETING  
JUNE 19, 2014**

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**

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

**STAFF PRESENT**

Bobby Baker, Fire Chief	Alicia Jenkins, Administrative Assistant
Bobby Van Pelt, Assistant Fire Chief	Mike Jones, I&I Technician I
Samantha Bartow, Director of Sewer Services	Mitchell Merrell, Cleaning Crew Leader
William "Red" Ables, Operations Coordinator	Chris Powell, Sewer Technician I
Stephanie Hackler, Bookkeeper	Violet Shehan, Administrative Assistant
Shane Bagwell, Lieutenant	Chris Stamey, Sewer Technician I
Benjie Burns, Sewer Technician	Mike Townsend, Right-of-Way Crew Leader
Michael Green, I&I Technician	

**OTHERS PRESENT:**

Jamie Daniel (A.T. LOCKE), Katie Jones (Greer Citizen), Frances Parrish (Greenville News), Ben Stoner (A.T. LOCKE), Scott Taylor (A.T. LOCKE)

The meeting was called to order by Chairman Rea at 4:34 pm.

Chairman Rea asked that the minutes be presented. Vice Chairman/Secretary Wavle presented the minutes from the Regular Scheduled Meeting held on April 8, 2014 at 4:30 pm, the Special Called Meeting held on May 8, 2014, and the Special Called Meeting held on May 27, 2014. 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. GIS Analyst King recognized Administrative Assistant Jenkins for her assistance in helping set up Microsoft Office Suite and Outlook E-mail on her new computer. Vice Chairman/Secretary Wavle made one correction to the report stating that GIS Analyst King was unable to attend the Greenville Area Utility Coordination Committee on Wednesday, June 18<sup>th</sup>.

Director Bartow presented her report as written and attached. She presented the Permit Fees and the Sewer Maintenance Report for the months of April and May. Director Bartow stated that the development of a subdivision called Brushy Creek Gardens has been resurrected however the plans that were presented were unacceptable due to the fact that sewer lines were not present on the plans. A meeting has been scheduled for Monday, June 23, 2014 to discuss the plans for the subdivision. Director Bartow reported that she attended a meeting at ReWa with Ray Orvin and their Engineering Department earlier in the day concerning a new subdivision being developed off of Highway 290. This subdivision is out of the service area for both ReWa and Taylors Fire & Sewer. The meeting was to discuss the possibility of both ReWa and Taylors Fire & Sewer District being

able to expand their service areas to include this new development. Director Bartow asked if there were any further questions. Vice Chairman/Secretary Wavle inquired about the root removal that was discussed previously. He stated that in April we removed 1,049 feet of roots and in May we removed 6,698 feet of roots in the sewer line leaving only 367 feet removed during the previous months of the year. Director Bartow deferred the question to Cleaning Crew Leader Merrell. Cleaning Crew Leader Merrell stated that the first few months of the year, their time was spent on several other projects which included the renovations to the District Office. It was also stated that the last few months they have been working in areas with more tree growth hence more roots. He also stated that during the month of May, they have been working predominately on the Mill Hill Project which is heavily populated with trees and roots. There being no further questions Treasurer Bowen moved to accept the Sewer Department Reports as written. Vice Chairman/Secretary Wavle seconded the motion. The motion carried unanimously.

Chairman Rea recognized Fire Chief Baker for the Fire Reports. Fire Chief Baker presented his report as written and attached. Fire Chief Baker recognized Firefighter Frost for two years of service, Lieutenant Dixon for 13 years of service, Firefighter Harvey for 8 years of service, Firefighter Standifer for 5 years of service, Sergeant Hughes for 7 years of service and Firefighter Perry for one of service. Fire Chief Baker reported that Firefighter Parris submitted his resignation stated that he will be going to Wade Hampton Fire Department. Firefighter Parris has been replaced by Firefighter Mintz. Fire Chief Baker reported that there was one other item to note that was not included in his written report due to timing. He stated that he received a call from the Greenville County Solicitors Office concerning the fire on 301 McConnell Road that involved a death. The Fire Department has been put on notice that subpoenas will be arriving for the firemen who responded to the call.

Assistant Fire Chief Van Pelt presented his report as written and attached. Assistant Fire Chief Van Pelt recognized Firefighter Frost and Firefighter Horton for passing their level 2 tests. Firefighter Frost also passed his Class E driver's license test. Battalion Chief Gossett passed Fire Officer II. Lieutenant Buckhout and Lieutenant Johnson passed Fire Officer I. Assistant Fire Chief Van Pelt stated that Taylors Fire Department sponsored an Art Contest at Brook Glenn and Taylors Elementary. Each grade had 3 winners. He recognized B-Shift and C-Shift for a great job facilitating the contest. Assistant Fire Chief Van Pelt reported that several firemen attended the Cardiac Survivor Ceremony stating that Taylors Fire Department had 4 saves this past year. He also reported that the Fire Department helped Mauldin Fire Department with covering their fire stations during their loss of a fellow firefighter. Assistant Fire Chief Van Pelt asked if there were any questions. Vice Chairman/Secretary Wavle stated that he had a letter he wanted to read and make part of the office record. The letter was from the Mayor of Mauldin as well as the Mauldin Fire Chief. The letter expressed the appreciation of the Mauldin Fire Department for the support received during the days following the loss of one of their firefighters. Chairman Rea also expressed appreciation to the Taylors Fire Department on behalf of Trinity Baptist Church for our presence during their Community Day. Assistant Fire Chief Van Pelt reiterated that our firefighters worked their shifts here and then went to Mauldin and completed another 24 hours.

In the absence of Fire Marshal Baker, Assistant Fire Chief Van Pelt presented Fire Marshal Baker's report as written and attached. Vice Chairman/Secretary Wavle made a comment concerning the work load of Fire Marshal Baker. He stated that he is a very busy man who completes many time consuming tasks. There being no further questions or comments, Treasurer Bowen made a motion

to accept the Fire Department Reports. Vice Chairman/Secretary Wavle seconded the motion. The motion carried unanimously.

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

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Chairman Rea recognized Mr. Ben Stoner, with A.T. LOCKE to present the proposed FY15 Budget for the Fire and Sewer Departments. He stated that the public notice was published in the paper with the proposed millage rate changes. He directed the attention to the provided visual presentation giving a brief overview of the layout. Mr. Stoner stated that the FY15 Proposed Budget has a 1.1% increase over the FY14 Actual Budget.

Mr. Stoner summarized the changes in the budget from FY14 to FY15 stating that some of the personnel increase is attributed to potential federal minimum wage increase and additional personnel cost. Director Bartow added that a portion of the Sewer Department's increase can be attributed to the fact she is adding a new position to accommodate the unfunded mandate from SC811. Fire Chief Baker stated that the increase concerning personnel in his budget reflects the previously discussed increase in minimum wage as well as increase in the South Carolina Retirement System contributions. Mr. Stoner summarized the remaining changes in the FY15 Budget as provided in the packet. He stated that both Departments will be using some of the previous years' surplus to fund some of this year's capital expenditures.

Mr. Stoner gave a brief overview on how governmental accounting is reported and how it relates to the financial reports being presented. Mr. Stoner 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. Stoner reviewed the millage calculation and detailed the Districts' millage history. He explained the impact to taxpayers by stating that according to the FY15 (2014 tax year) proposed millage, the owner of a \$100,000 home would pay approximately a combined increase of \$8.40 from FY14 (2013 tax year).

The total budgeted revenues and expenditures for FY14 for the Fire Department was \$4,370,000. The proposed total revenues and expenditures for FY15 for the Fire Department is \$4,671,000. The FY14 (2013 tax year) tax rate millage for the Fire Department is 51.9 and the proposed tax rate millage for FY15 (2014 tax year) is 53.6.

The total budgeted revenues and expenditures for FY14 for the Sewer Department was \$2,136,540. The proposed total revenues and expenditures for FY15 for the Sewer Department is \$2,357,500. The FY14 (2013 tax year) tax rate millage for the Sewer Department is 19.4 and the proposed tax rate millage for FY15 (2014 tax year) is 19.8.

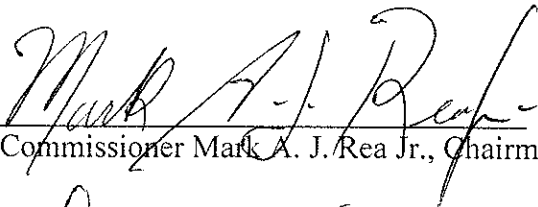
The proposed percentage increase in the millage rate between FY14 and FY15 for the Fire Department is 3.28% and for the Sewer Department is 2.95%

Mr. Stoner detailed the proposed change in the Sewer User Fee as written and attached. He detailed the impact the change would have on the Sewer Department Budget. There was some discussion between the Commission Board and Director Bartow concerning the purpose of the Sewer User Fee increase as well as some clarification on the different tiers.

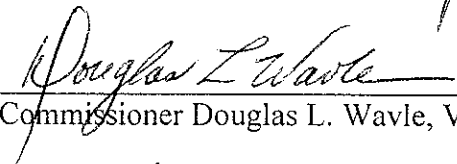
Chairman Rea opened the floor to the public. Chairman Rea stated that he had mentioned to both Department Heads to reevaluate their budgets concerning fuel due to the rising costs. The Departments Heads both felt comfortable with the amounts they had budgeted. There being no one to speak for or against the budget, Vice Chairman/Secretary Wavle made a motion to approve the FY15 Budget and the Sewer User Fee increase as presented. Treasurer Bowen seconded the motion. The motion carried unanimously.

Chairman Rea stated that in light of the fact that there may be additional costs that could impact the District financially; he wanted to ensure the Public that the Fire Emergency and Sewer Services will continue to function. Vice Chairman/Secretary Wavle stated that he is greatly impressed with the well trained staff of both Departments.

There being no further business, Vice Chairman/Secretary Wavle made a motion to adjourn the meeting. Treasurer Bowen seconded the motion. The motion carried unanimously and the meeting was adjourned at 6:22 pm.



Commissioner Mark A. J. Rea Jr., Chairman



Commissioner Douglas L. Wavle, Vice Chairman/Secretary

7-8-2014

Date Minutes Approved



Commissioner Paul Bowen, Treasurer