



**Minutes**  
**Regular Meeting**  
**5:00 pm, November 12, 2020**

Chairman Charles Hegler called the meeting to order with Commissioner Leonard Bowick, Commissioner George Yeldell, Superintendent James Robinson, and Office Manager Cheryl Daniels present.

**On a Motion** by Commissioner Bowick, seconded by Commissioner Yeldell, the Commissioners approved the October 2020 Regular Meeting Minutes, October 2020 Accounts Payable, and September 2020 Financial Statements as submitted.

**Public and Employee Comments:**

There were no comments.

Matt Phillips, CPA, with McKinley, Cooper & Co. presented the final audit for Fiscal Year 2019 - 2020. They found everything to be in order and we have a good audit. (report attached)

**Cheryl Daniels/Office Manager:**

Cheryl stated that approval is needed for the holidays, meeting dates, meter reading dates and cut off dates. Commissioner Bowick made motion to accept these dates as presented, seconded by Commissioner Yeldell. Operations are running smoothly in the office.

**James Robinson ~ Superintendent:**

JR stated that the safety training for the month of November will be Power Tool Safety. Overall, operations are running smoothly.

**Glenn Hill ~ Chief Waste Water Operator:**

Mr. Hegler presented Glenn's report. The annual toxicity test was good. JR has repaired several water leaks at the plant that were coming from an old galvanized line that is supplying the old plant. Overall, operations are running smoothly.

**Troy Caparro ~ Chief Water Treatment Operator:**

Mr. Hegler presented Troy's report. The lake level as of November 9 was 329.77 feet. The plant has acquired a new chemical dosing pump for alum. Its accuracy has helped reduce the alum feed by 15%. A precautionary boil water advisory was issued on October 30 after chlorinator failure. The problem was resolved on the same day and the advisory was lifted the next day. The water tower on Hwy. 378 had a radio survey completed and communications will be installed during November. The water tower on South Main should be completed prior to Thanksgiving. They conducted corrosivity water testing for new plant data and equipment acquisition. They conducted chemical dosing test for new plant data and equipment acquisition. Overall, operations are running smoothly.

**Cheryl Daniels/General Manager**

The old CPW office and the office attached to the storage building at Calhoun Street have been cleaned out. Harper & Turnipseed Engineering will be using these offices during construction. The old office will eventually be torn down. There was a small leak in the metal storage building, and it has been repaired.

The water plant and water tank are both on schedule to start construction on December 6.

Our new logo has been put on the company vehicles.

RIA Project - Goodwyn, Mills and Cawood, Inc. (GMC) out of Greenville, SC has submitted a request for proposal to procure a construction manager-at-risk to RIA for review. The CMAR will team up with our engineer, Glenn, and myself to review design and preconstruction services, and construction for the project. The scope of the project will include the following:

- Removing accumulated sludge from the oxidation ditch
- Replacing aeration motors
- Installing variable frequency drives (VFD) and controls for the new motors
- Installing a small structure to house the VFDs
- Replacing the current filter vales

The grit chamber project is having some delays due to shipment of parts and materials. This is due to COVID-19.

I propose that we longer accept outside water samples at the water plant. There will be a lot of activity with construction starting soon, and this should help eliminate some of the traffic. Commissioner Bowick made motion to approve this recommendation, seconded by Commissioner Yeldell. (approval attached)

Automatic Read Water Meters – I have been in contact with Southern Software and they will be working with Vanguard to make programs compatible. We are waiting on USDA to approve moving forward with this project.

We will be listing several vehicles for sale on Gov Deals in the next week or so;

- 1) 2008 Ford Truck
- 2) 1995 Ford Line Truck
- 3) 2017 Ford Explorer
- 4) 1987 Ford Blue Bucket Truck
- 5) 1997 Dodge Ram Truck
- 6) Ditch Witch

We will be including an insert in our billing this month to inform our customers on how to sign up for Code Red alerts. This should ensure that they will receive notifications in case of emergency.

The F-250 truck for the electric department was ordered on October 13 and it should be ready by the end of the year.

There being no further business, meeting was adjourned.

Respectfully Submitted,

*Cheryl W. Daniels*

Cheryl W. Daniels  
Office Manager