



## Minutes

### Regular Meeting

5:00 pm, May 11, 2023

Chairman Leonard Bowick called the monthly business meeting to order with Commissioner Leonard Bowick, Commissioner George Yeldell, Commissioner Kent Kelly, General Manager Cheryl Daniels, Office Manager Deborah Peeler, Chief Water Plant Operator Eddie Brown, and Chief Waste Plant Operator Glenn Hill present. Superintendent James Robinson was absent from the meeting.

On a motion by Commissioner Kelly, seconded by Commissioner Yeldell, the commissioners approved the agenda as presented. Vote called for and agenda was approved unanimously.

On a motion by Commissioner Yeldell, seconded by Commissioner Kelly, the commissioners approved the April meeting minutes, April accounts payable and financial statements as submitted. Vote called for and these items were approved unanimously.

The following comments were presented by department heads.

Deborah Peeler, Office Manager, presented the following report:

- Office staff took Four (4) new deposits for service during the month of April.
- Fifteen (15) customers were disconnected for non-payment on 4/20/23 and 6 door hangers were delivered. Two (2) remain off.
- Office staff created 58 work orders from customer calls during the month of April.
- Crew members pressure washed the sidewalks in front and back of the office. Lines were repainted in parking areas.
- The janitorial service contract for the office was cancelled effective 3/31/2023. Office staff will begin maintaining the office building for a trial period.
- Overall, operations are running smoothly.

Commissioner Bowick, presented the following report for James Robinson's department:

- A representative from SC Rural Water Association came and instructed our crew on the proper techniques to flush our system on Tuesday, April 25. The crew started flushing that day and finished on May 1. CPW's entire system was flushed.
- Matt Marchman, along with our crew, replaced the 400 amp breaker at the lake pump on Thursday, April 20.

- J. Gary Dorn started work with our crew on Monday, April 24.
- Nick Bowick passed his “D” water distribution test on May 2.
- Daniel Coffee has given his resignation effective May 26.
- The crew did approximately 20 locates for SC811.
- The crew is trimming trees around power lines in our spare time.
- Overall, operations are running smoothly.

Glenn Hill, Chief Wastewater Plant Operator presented the following report for his department:

- #1 Carousel is back in operation and doing good. Started draining the #2 Carousel today – will clean out Monday.
- Our final TOX test for our NPDES permit passed.
- The control panel on our 60 hp vertiline pump has to be replaced. It is 50 years old.
- We are replacing both pumps at Mims lift station.
- Overall, operations are running smoothly.

Eddie Brown, Chief Water Plant operator presented the following report for his department:

- J. Strom Thurmond reservoir had an elevation for April 2023 of 331.08 feet at the beginning of the month and a final elevation of 330.66 feet.
- J & T Service Center has submitted a proposal for repairs and/or replacing the existing generator at the water treatment plant. Management and staff have reviewed the proposals. After reviewing - a decision was made that it would be best to replace the generator. Given the current age of the existing generator and no written warranty for work performed, management and staff felt it would be in the best interests of CPW to replace the generator with a new unit. The new generator will come with an extended warranty, which will provide protection for the next five years.
- McCormick CPW is waiting for approval for Laboratory SOP’s, bench sheets, calibration sheets, and QA/QC plans and procedures. Goldie Associates, Inc. submitted these forms and procedures to the South Carolina Department of Health and Environmental Control Office of Environmental Laboratory Certification for approval on April 10, 2023. No communication between parties has been received since the submittal of the material.
- On May 16, 2023, at 10:00 AM, the Office of Environmental Laboratory Certification has a lab inspection scheduled for the water treatment plant.
- On May 1, 2023, an eleven-month warranty inspection was conducted at the water treatment plant with representatives from Turnipseed Engineers and McCormick CPW. A final list of warranty items/issues was submitted to Harper General Contractors to address. The one-year warranty for the water treatment plant is set to expire on May 27, 2023.
- Daily operations for water production, for the most part, have been progressing smoothly and running very efficiently.

Cheryl Daniels, General Manager, presented the following report:

- Asking for approval of Proposed Budget effective 07/01/2023 – (included in package)
  1. Proposed 5% increase in sewer rates – I had a meeting with Randy Halley, our utility advisor, and implementing a 5% sewer rate increase should be sufficient to keep us in budget.
  2. Public Notice**Commissioner Kelly made a motion and Commissioner Yeldell seconded with all in favor.**
- Asking for Approval of Customer Care Policy Proposed Changes effective 07/01/2023 – (included in package)  
**Commissioner Kelly made a motion and Commissioner Yeldell seconded with all in favor.**
- Asking for Approval of Personnel Policy Proposed Changes effective 07/01/2023 – (included in package)  
**Commissioner Yeldell made a motion and Commissioner Kelly seconded with all in favor.**
- McCormick CPW has been awarded grants for the Mechanical Barscreen and Raw Water Pump Station Improvements project. Funding for a SC Infrastructure Investment Program (SCIIP) Community Impact grant of \$4,128,219 and an RIA state grant of \$500,000 have been awarded to CPW. The SCIIP grant is being made possible by State and Local Fiscal Recovery Funds received through the American Rescue Plan Act.
  1. Award Letter
  2. Workshop scheduled for May 31
- Vanguard will start changing out the remaining water meters on May 11.
- The generator at the water plant is not working properly. J & T Service has done some work on it to keep it going temporarily, but it is over 30 years old and needs replacing. We had rented a generator from them while work was being done. J & T submitted quotes for both a used and new generator. The used one is priced at \$60,000.00; it is 20 years old and only comes with a 90-day warranty. The new one is priced at \$109,800.00 and will have a 5-year warrant, and they are offering us \$20,000.00 trade-in allowance on our current generator. It is a 9-month lead time and they have agreed that if we have problems with the current one before the new one is delivered, we will have the option to rent from them. (information included in package)  
**Commissioner Kelly made a motion and Commissioner Yeldell seconded with all in favor of replacing the old generator with a new one.**
- The SCAMPS annual meeting will be held June 4 – 7, 2023 at Embassy Suites in Myrtle Beach, SC. George Yeldell, Kent Kelly, and James Robinson will be attending for McCormick CPW

There being no further business, a motion to adjourn was made by Commissioner Bowick, seconded by Commissioner Kelly, with all in favor.

Respectfully Submitted,

**Deborah Peeler**  
**Office Manager**