



Minutes

Regular Meeting

5:00 pm, May 13, 2020

Chairman Charles Hegler called the meeting to order with Commissioner Leonard Bowick, Commissioner George Long, General Manager Adam Hedden, and Office Manager Cheryl Daniels present.

On a Motion by Commissioner George Long, seconded by Leonard Bowick, the Commissioners approved the April 2020 Regular Meeting Minutes, April 2020 Accounts Payable and the March 2020 Financial Statement.

Safety Committee Update:

Safety Training for the month of May will be Smoke Testing.

Cheryl Daniels ~ Office Manager:

The office has continued to work with two in the office and one working from home for the past six weeks. Next week, we will all be in the office and continue to monitor updates within our area. The lobby will remain closed to the public for now. Overall, operations are running smoothly in the office.

James Robinson ~ Superintendent:

Adam presented JR's report:

Safety training for the month of May will be Smoke Testing. Overall, operations are running smoothly.

Glenn Hill ~ Chief Waste Water Operator:

Adam presented Glenn's report:

The John Deere tractor has been repaired. A 100-gallon fuel tank has been purchased for truck. Overall, operations are running smoothly.

Troy Caparro ~ Water Treatment Plant:

Adam presented Troy's report:

The Strom Thurmond Reservoir level as of May 11 was 330.29. New lab glassware has been ordered. New PPE has been provided to all employees. We have an updated flushing plan for 2020. Overall, operations are running smoothly.

Adam Hedden ~ General Manager:**Covid-19 –**

We are continuing to follow guidelines like other businesses in the state.

The main lobby was closed in mid-March. We will monitor the cases in the state and open it back up accordingly, probably later this month or June 1. As a step toward opening things back up, we anticipate letting customers in by appointment only. The drive through has and will continue to remain open.

Per Governor McMaster, we are still not cutting off customers for non-payment. There has not been word yet of when this request will end but I anticipate June.

Since we are not cutting off, we are still not charging disconnect or reconnect fees.

Online and Payment-by-Phone convenience fees, normally paid by customers, have been paid by the CPW to encourage use of these automated systems. This will continue until the lobby re-opens.

The 10% added to bills paid after the 10th will not be added this month.

Our Employees are taking the following precautions:

Front Office: We have been rotating an employee working from home each week. That will end this week and all office staff will be back in the office next week. We continue to clean regularly.

Operations – As much as possible, they are working outside and when practical practicing social distancing. When riding they are to be paired with the same person daily to avoid possibly spreading germs to other employees. Nothing has changed here.

Water Plant and Wastewater Plant – Employees are working normally but using precautions where possible. Especially avoiding everyone being in the office around the same time.

PPE – We have ordered several large bottles of hand sanitizer and 3 cases of nitrile gloves.

Water Plant:

Value Engineering – Based on our last conversation, the contractor will be providing us with a base number and then adders. The base number will be their lowest possible price based on our value engineering options. The adders will be things that can be put back into the project if funding allows.

Funding – We have submitted a written request to the USDA for additional grant funding. Based on conversations, we are very optimistic the request will be met in some fashion. We hope to receive a formal approval in the next couple of weeks.

Interim Financing – Lyman Wray has been made aware of the changes and will wait on us before making any further scheduling changes.

Property – We may or may not need to discuss this point depending on our conversation with the contractor.

Wastewater Plant Grant:

We are using GMC out of Greenville for a revised engineering plan and estimate. It is to be finished in the next two weeks. If the outcome is favorable, we will request the RIA allow us to move the project forward through a CMAR delivery method.

Wholesale Power:

The market is upside down regarding municipal and corporate bonds due to Covid-19. Morgan Stanley wants to complete the deal and expressed their appreciation of the patience of everyone involved. It is most likely not something that will happen in the next 60 days. However, our project is the next one up on their list. They have things ready and will monitor the market in search of the next opportune time to move things forward.

Rate Study:

A discussion was held for rate recommendations for each utility. The rate structure, along with rates, and fees were proposed at recommendation of study.

Budget:

This is the first official reading of the budget. No vote is necessary.

No excess equipment was sold in April due to Covid-19.

There being no further business, Mr. Hegler made motion to adjourn.

Respectfully Submitted,

Cheryl W. Daniels

Cheryl W. Daniels
Office Manager