



McCORMICK

COMMISSION OF PUBLIC WORKS

Minutes

Regular Meeting

5:00 pm, June 13, 2019

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

On a Motion by Commissioner George Long, seconded by Leonard Bowick, the Commissioners approved the May 2019 Regular Meeting Minutes, May 2019 Accounts Payable and the April 2019 Financial Statement.

Safety Committee Update:

Safety Training for the month of June will be Plug Safety.

Cheryl Daniels ~ Office Manager:

Cheryl stated that the auditors came for the preliminary audit on Wednesday, June 12. Overall, operations are running smoothly in the office.

James Robinson ~ Superintendent:

JR stated that safety training for the month of June will be Plug Safety. Overall, operations are running smoothly.

Glenn Hill ~ Chief Waste Water Operator:

Mr. Hegler presented Glenn's report:

The gate opener should be here this week. They have not received the new backwash pump yet. They have renewed our contract with HACH service for the UV system at a cost of \$881.00. Overall, operations are running smoothly.

Edward Deason ~ Chief Water Treatment Operator:

Mr. Hegler presented Edward's report:

The lake level as of Wednesday, June 5, 2019 was 328.25 feet. Overall, operations are running smoothly.

Adam Hedden ~ General Manager:

The waterline is almost complete at Burger King. There is still a few feet of pipe left to lay, and the hydrant and meters need to be set. The electric pole needs to be set as well.

The employee personnel handbook is being reviewed by Gignilliat, Savitz, and Bettis Law Firm. This law firm is more experienced handling municipal work and gave us better pricing.

We are in the process of organizing and scanning our right of way documents as well as all of our drawings. We will also borrow and scan all of our old permits submitted to the SCDOT for utility work.

Part of the storage room has been converted to allow for hanging of blueprints. Some of the old shelving was moved to the storage area behind the conference room.

We are still looking for a line truck. We have our name with an auction firm that sells SCE&G trucks.

The payment plan policy was approved.

The 2019-2020 budget was approved.

There being no additional business Chairman Hegler made motion to adjourn the meeting.

Respectfully Submitted,



Cheryl W. Daniels
Office Manager