

# MINUTES

May 19, 2025



**Kershaw County and Lee County Regional Water Authority**

## **AGENDA** **Commission Meeting**

**2:00p.m.**

**May 19, 2025**

**2638 Old Stagecoach Road, Cassatt, SC 29032**

- |   |                                 |
|---|---------------------------------|
| 1. Call to Order  | Mr. Roosevelt Halley, Chairman  |
| 2. Invocation   | Rev. Kenneth Carter, Chaplain   |
| 3. Statement of Public Notice Compliance with the South Carolina Freedom of Information Act | Mr. Roosevelt Halley, Chairman  |
| 4. Approval of the Agenda   | Mr. Roosevelt Halley, Chairman  |
| 5. Public Comment   | Mr. Roosevelt Halley, Chairman  |
| 6. Committee Reports & Discussion   | Mr. Roosevelt Halley, Chairman  |
| • Executive Committee   | Mr. Roosevelt Halley, Chairman  |
| • Finance Committee   | Mr. Derrick Brown               |
| • Human Resources Committee   | Mr. Mike Davis                  |
| • Policy Review Committee   | TBD                             |
| • Memorial Committee  | TBD                             |
| 7. Secretary's Report   | Mrs. Angie McCaskill, Secretary |
| • Minutes, Board Retreat, April 25, 2025  |                                 |
| • Minutes, Commission Meeting, April 27, 2025   |                                 |
| • Minutes, Special Meeting, May 5, 2025   |                                 |
| 8. Approval of Minutes  | Mr. Roosevelt Halley, Chairman  |
| • Minutes, Board Retreat, April 25, 2025  |                                 |
| • Minutes, Commission Meeting, April 27, 2025   |                                 |
| • Minutes, Special Meeting, May 5, 2025   |                                 |

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| 9. CEO's Report  | Mr. Nathan Ward, C.E.O.            |
| 10. Board to Consider Adopting Inactive Meter Policy               | Mr. Roosevelt Halley, Chairman     |
| 11. Financial Report   | Mr. Justin Gates, Finance Director |
| 12. Operations Report  | Mr. John Watkins, C.O.O.           |
| 13. Executive Session – Personnel Matters                          | Mr. Roosevelt Halley, Chairman     |
| 14. Action, if any, to be taken from Executive Session Discussions | Mr. Roosevelt Halley, Chairman     |
| 15. Old Business   | Mr. Roosevelt Halley, Chairman     |
| 16. New Business   | Mr. Roosevelt Halley, Chairman     |
| 17. Next Meeting Monday, June 23, 2025,                            |                                    |
| 18. Adjourn  | Mr. Roosevelt Halley, Chairman     |

## Committee List

### Executive Committee

Roosevelt Halley, Chairman  
Furman Fountain  
Kenneth Carter

### Finance Committee

Derrick Brown, Chairman  
Garrett Plyler  
Kenneth Carter

### Human Resource Committee

Mike Davis, Chairman  
Ollie Thompson  
Eddie Thomas

### Building Committee

Furman Fountain, Chairman  
Mike Davis  
Kenneth Carter

### Policy Review

Ollie Thompson  
Mike Davis  
Derrick Brown

### Memorial Committee

Eddie Thomas  
Ollie Thompson

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Members Present: Mr. Roosevelt Halley  
Mr. Furman Fountain  
Rev. Kenneth Carter  
Mr. Derrick Brown  
Mr. Mike Davis  
Mr. Garrett Plyler  
Rev. Eddie Thomas  
Mrs. Ollie Thompson

Chairman  
Vice Chairman  
Chaplain  
Commissioner  
Commissioner  
Commissioner  
Commissioner  
Commissioner

Associates' Present: Mr. Nathan Ward  
Mr. Justin Gates  
Mr. John Watkins  
Mrs. Angie McCaskill

C.E.O  
Finance Director  
C.O.O  
Secretary

## 1. Call to Order

### Action

- Meeting called to order by Mr. Halley.

## 2. The Invocation

### Action

- Rev. Carter delivered the invocation.

## 3. Statement of Public Notice Compliance with the South Carolina Freedom of Information Act

### Key Discussion Points

- Mr. Halley stated that the public has been notified of the meeting.

## 4. Approval of the Agenda

### Action

- Mr. Fountain made a motion to approve the agenda. Mr. Plyler seconded the motion. All voted in favor.

## 5. Public Comment

### Key Discussion Points

- None

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## 6. Committee Reports & Discussion

### Key Items of Discussion

- Executive Committee – Met prior to meeting. Recommendations to be made in Executive Session.
- Finance Committee – No report given.
- Human Resource Committee - No report given.
- Policy Review Committee – No report given.
- Memorial Committee – No report given.

## 7. Secretary's Report

### Key Items of Discussion

- Mrs. McCaskill presented the minutes for the Board Retreat dated, April 25, 2025.
- Mrs. McCaskill presented the minutes for the Commission Meeting dated, April 27, 2025.
- Mrs. McCaskill presented the minutes for the Special Meeting dated, May 5, 2025

## 8. Approval of Minutes

### Action

- Mr. Fountain made a motion to approve the minutes for the Board Retreat dated, April 25, 2025. Mrs. Thompson seconded the motion. All voted in favor.
- Rev. Carter made a motion to approve the minutes for the Commission Meeting dated, April 27, 2025. Mr. Fountain seconded the motion. All voted in favor.
- Mr. Plyler made a motion to approve the minutes for the Special Meeting dated, May 5, 2025. Rev. Thomas seconded the motion. All voted in favor.

## 9. CEO'S Report

### Key Items of Discussion

- Mr. Ward gave a sales update on gallons and revenue.
- Mr. Ward updated the commissioners on the Westville Tank. The new tank is completed and will be sterilized and filled with water today.
- Mr. Ward informed the commissioners that Galloway Tank is completed, but there are still just some touch-up items left.
- Mr. Ward informed the commissioners that the painting of all four Hydro Pneumatic Tanks has been completed. Looking to start the next five tanks mid-September.
- Mr. Ward informed the commissioners that we are still working on the Hydraulic Model with AECOM, but we are about to wrap it up.
- Mr. Ward informed the commissioners that Dogwood Estates has discussed purchasing all taps (approximately 300) in the near future. He also informed them that they have broken ground on Horse Creek Academy.
- Mr. Ward updated the commissioners on the Hwy 97 easement issue. We currently have a court date for July 9<sup>th</sup>.
- Mr. Ward informed the commissioners that a new CSR will be starting on Tuesday, and the job has been offered to Kyle Smith to start in January 2026.

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- Mr. Ward stated that everyone should have received an email concerning board appointments.
- Mr. Ward stated that they are still working on a draft contract for Lynchburg.
- Mr. Ward informed the commissioners that they are close to finalizing a lease agreement for Springhill and Westville sites for the City of Camden's AMI Towers. He also stated they are still working on the interconnection agreement.
- Mr. Ward informed the commissioners that they are still in the process of having the Mt. Olivet water line deeded over to Cassatt Water.
- Mr. Ward suggested the dates of April 23 – 26, 2026 to the commissioners for the next Board Retreat.
- Mr. Ward handed out the Inactive Meter Policy and went over it with the Board.

## 10. Board to Consider Adopting Inactive Meter Policy

### Action

- Mr. Plyler made a motion to adopt the Inactive Meter Policy. Rev. Thomas seconded the motion. All voted in favor.

## 11. Financial Report

### Key Items of Discussion

- Mr. Gates presented the Financial Report.

## 12. Operations Report

### Key Items of Discussion

- Mr. Watkins gave an update on the everyday operations of tap installations, work orders, locates, leaks and valve maintenance.

## 13. Executive Session Personnel Matters

### Action

- Mr. Brown made a motion to go into Executive Session. Mr. Fountain seconded the motion. All voted in favor.
- Mr. Plyler made a motion to come out of Executive Session. Mr. Brown seconded the motion. All voted in favor.

## 14. Action, if any, Taken from Executive Session Discussions

### Key Items of Discussion

- The commissioners discussed recommendations for employee raises for the fiscal year 2025 – 2026.

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## 15. Old Business

### Key Items of Discussion

- None

## 16. New Business

### Key Items of Discussion

- None

## 17. Next Meeting

### Key Items of Discussion

- Next meeting, Monday, June 23, 2025

## 18. Adjourn

### Action

- Rev. Thomas made a motion to adjourn. Mr. Fountain seconded the motion. All voted in favor.
- Meeting adjourned.

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## CEO Report – May 2025

### 1. Sales

	Prestage Usage (Gal.)	Total Usage (Gal.)	Revenue
April 2024	21,847,600	63,851,283	\$550,655
April 2025	17,875,200	66,126,278	\$634,573
YTD (2023-2024)	204,727,500	652,027,994	\$5,751,547
YTD (2024-2025)	186,967,100	668,888,894	\$6,200,485

### 2. Construction Project Updates

- a. Westville EST
- b. Galloway GST Tank Painting
- c. Hydro-Pneumatic Tank Painting
- d. Hydraulic Modeling
- e. Dogwood Estates and Horse Creek Academy

### 3. Legal Updates

- a. Hwy 97 – Customer Easement Issue – Court Date (July 9, 2025)

### 4. HR Updates

- a. New Employee

### 5. Misc. Updates

- a. Board Appointment Update
- b. Lynchburg Update
- c. City of Camden
  - i. Springhill and Westville Site Lease
  - ii. Interconnection Agreement
- d. Kershaw County – Mt. Olivet Line
- e. 2026 Board Retreat – Schedule?
- f. Inactive Meter Policy Presentation

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## Operations Report – April 2025

### 1. Taps

Month	Availability Requests	Taps Purchased	Taps Installed
July	9	5	4
August	15	9	14
September	9	11	9
October	15	4	3
November	8	11	9
December	3	4	5
January	2	4	5
February	12	4	2
March	17	12	12
April	9	6	4
May			
June			

<b>Total</b>	<b>99</b>	<b>70</b>	<b>67</b>
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2. Work Orders Completed: 128, Disconnects 201, Reconnects 155

3. Locate Tickets Completed: 431

4. Main Line Leaks Repaired: 17

5. Service Leaks Repaired: 8  
    ○ Replaced Services 1

6. Water Loss:  
    EST. 5 MG

7. Miscellaneous:  
    a. Asphalt Tiger Lily & Rembert Church  
    b. Valve maintenance 150 valves  
    c. Check valves replacement 11