

**MEANSVILLE RILEY ROAD WATER COMPANY, INC.
REGULAR BOARD MEETING MINUTES FOR JANUARY 28, 2025
HELD IN CONFERENCE ROOM AT MRWC 7:00 P.M.**

PRESENT

Paula Brewster
Cindy Burnett
John Burnett
Robynne Burress
Mark Carroll
Angie Hauser
Otis Hembree
Hermine Keith
Don Tucker

ALSO PRESENT

Paula Wright

Meeting Called to Order: Otis called the meeting to order and opened with prayer.

Approve Minutes: Mark made a motion to accept the minutes as written, Robynne seconded the motion, and the motion passed.

Executive Session: The Board went into the Executive Session at 7:07 and came out at 7:31. No immediate action was taken.

Financial Statement: Robynne made a motion to accept both November and December financial statements, Cindy seconded the motion, and the motion carried.

Annual Oyster Roast: Laurin is a member of the Junior Charity League of Union County and has asked the Board for \$150.00 to help sponsor the Annual Oyster Roast on February 1st. Otis paid the money, Hermine attended, and MRWC was recognized as a Silver Sponsor in the newspapers, on the radio, and on all marketing materials, at the event. Don made a motion for the Board to reimburse Otis the \$150.00, Mark seconded the motion, and the motion passed with John Burnett abstaining.

SCRWA Decision Makers Summit: The Decision Makers Summit will be held in Isle Palms on February 19th through 21st. Paula Brewster, Cindy, and Paula Wright expressed interested in attending. Angie made a motion to send the three, seconded by Mark, and the motion passed unanimously.

Correspondence: The Board discussed meter forfeits last month and the office staff found that if there is water usage on a meter forfeit it will show in the prebill report as consumption on an inactive account.

The company received a thank you note for the peace lily that was sent to the Dan Burnett Family upon his passing.

The Annual Christmas Party was held at Midway BBQ on December 3rd and all twenty-three in attendance seemed to enjoy the food and fellowship. The employees would like to thank the Board for the Christmas bonus they received at the Christmas Party.

A Wells Fargo CD for \$250,000.00 matured on January 14th and was renewed for three months at 4.2% and another \$250,000.00 matured on January 23rd and was renewed for three months at 4.3% on the recommendation of Brent Babb.

Mitch completed the Water Distribution C & D License Advancement School. He took the Water Distribution Test Level C & D and passed both. James would like Mitch to attend the Trenching Shoring & Confined Space Competency in Bishopville on Wednesday, February 12th from 8:00 a.m. to 5:00 p.m. The class will include eight continuing education hours, and attendees will receive a Competent Person certificate upon passing an exam. The cost is \$200.00, including lunch and book. Mark made a motion to allow Mitch to attend, seconded by Cindy, and the motion passed.

MRWC received a Principal check for \$103.66. The company has 142 shares at \$76.83 and the market value is \$10,909.86.

Neptune 360 upgraded a new app software, and the radio read iPad is no longer compatible and we need a new iPad. Kevin Youngblood with Computers Plus estimates the cost will be around \$700.00 for a new iPad. Angie made a motion to purchase an iPad, Mark seconded the motion, and the motion passed.

The company has been asked to sponsor the Union Rodeo hosted by Union County Livestock Association on April 11th and 12th. Robynne made a motion to give \$250.00, seconded by Hermine, and the motion passed with John Burnett abstaining.

Due to the winter weather expected, the SCDNR has rescheduled the SC Drought Response Committee meeting to January 31st.

Dan Henderson would like to have water on Stagecoach Road to develop 25 to 50 homes in four to five years from now. I told him that it was on the project list and took his name and phone number.

Paula Wright, on behalf of the employees, asked the Board to consider substituting Good Friday Holiday for Martin Luther King Day as a holiday. Robynne made a motion to add MLK Day to the list of holiday closings, Mark seconded the motion, and the motion passed unanimously.

James would like the Board to consider changing the on-call time policy to start Thursday morning from 7:00 a.m. to Wednesday morning to 7:00 a.m. All the on-call pay would be on the pay week as it runs Thursday to Wednesday. The on call now runs Monday to Monday. The Board decided to table the on-call policy until a General Manager is hired.

Paula Wright asked the Board to consider looking over the employee handbook and make the policies easier to interpret, especially overtime in emergency closings. She also asked that employees be allowed to take hours of vacation and sick time instead of taking half or whole days of vacation and sick time. Mark made a motion to defer the subject to the policy committee, The policy committee will schedule a meeting to discuss the policies.

Audit: The Board received a copy of the audit from David McAlister with ManleyGarvin and he will attend the Annual Board Meeting along with Paul Klein, the company CPA. Doing the audit David discovered that we were not billing the South Carolina Department of Corrections correctly. When we increased the rates in July we failed to increase their rates. According to company policy MRWC can only go back six months to bill a customer for our error. They were billed and have agreed to split the payment over four months.

Budget: Paula Brewster gave out the budget, answered questions, and stated the budget committee recommended it. The budget was approved with Angie and John opposing.

Rate Study: Laurin sent the requested information to David White with Southeast Rural Community Assistance Project in Columbia a while back and spoke with him on January 22nd. He stated he would not have the rate study done in time for the January Board Meeting due to a family emergency. This is a free study.

Bridge Replacements: Otis, Don, Rich, Paula Wright, and SM Grading & Excavating, and the DOT had a meeting about the boring of the bridges on Tyger River and Fairforest Creek. It was discovered that with the latest drawing of the SCDOT designers, engineers, and contractors have moved south of the bridges and MRWC moved the new water line north of the bridges, and they have now moved the new bridge to the north and our contractors have already bored Tyger River and is going to clip the new bridge on the east side. We are trying to collaborate with them and use the same bore that costs \$300,000.00 but this will need to be approved by the DOT. MRWC has the same problem with the Fairforest Bridge on Highway 49. Also discussed was suspending the new water line under the bridge on Highway 215 Fairforest Bridge. The new water line will be completed in 2025, and we may have to make adjustment when they start on the bridges in 2026. The State will help with the cost of an eight-inch line so we will have to pay for the difference in cost of a 12-inch water line. The DOT did not have the right-of-way on either of the bridges at the time the meeting was held.

South State CD: The certificate will mature on January 31, 2025, and the interest rate is .020% and only paid around \$200.00 last year. Paula Wright asked the Board to consider moving it to Wells Fargo. Robynne made a motion to invest in a Wells Fargo CD, Paula Brewster seconded, and the motion passed unanimously.

HVAC: Mark reported the committee met and recommends hiring the lowest bid for a new cooling and heating unit from Parham's Heating and Cooling from Enoree at \$11,650.00 and the Board voted unanimously to hire Parham.

SC RIA: Rich has completed the drawings for O'Shields Road and is waiting for permits and DEHC approval. Rich will reapply for the Old Hills Bridge Road grant due March 17th that we were turned down for last year. It MRWC receives the grant Spartanburg County will be the recipient.

Bridge Hangers Highway 92: John stated he has not heard anything on the bridge hangers. Otis spoke to Matt with SM Grading & Excavating and they are still concentrating on installing the new water line on Highway 49 and he cannot find the bridge hangers at this time.

Arrowood Acres Subdivision: The subdivision project has been completed.

Airport Road: Slavik Cholak with Adrian B Homes has had Rich to draw plans for 113 spaces on Airport Road, Enoree for an RV Park/Campground called "The Dwelling Place at Horseshoe Falls" Water Line Project. Rich has not heard back from Mr. Cholak.

Free Water Audit Software: Jerry Baxley with SCRWA met with James, Laurin, and Paula Wright on January 16th and gave us website information and templates to help figure water loss.

Jery will return sometime in February along with Eric Bennett with Rural Water to give us more guidance with water loss.

Legal: Lawrence will not be able to attend the Annual Meeting or the meeting after due to a previous meeting but will be able to call in if the Board would like. The Board voted for him not to call in.

Closing Prayer: Don closed the meeting with prayer.

Adjourned: The meeting adjourned at 9:00 p.m.

Paula C. Wright
Board Secretary

Prayer:

Adjourned: