

**MEANSVILLE RILEY ROAD WATER COMPANY, INC.
REGULAR BOARD MINUTES FOR, MARCH 25, 2025
HELD IN CONFERENCE ROOM AT MRWC 7:00 P.M.**

PRESENT

Gibby Arthur
Paula Brewster
Cindy Burnett
Robynne Burress
Mark Carroll
Otis Hembree
Hermine Keith
Don Tucker
David Valentine

ALSO PRESENT

Patrick Jackson
Paula Wright

Meeting Called to Order: Otis called the meeting to order.

Invocation: Gibby gave the invocation.

Approved Minutes: Paula Brewster made a motion to approve the minutes, Cindy seconded the motion, and the motion passed.

Executive Session: The Board went into the Executive Session at 7:00 p.m. and exited at 8:01 p.m. No decisions were made in the execution session.

Financial Statement: Paula Brewster made a motion to accept the financial statements, Cindy seconded the motion, and all approved.

Correspondence: On March 3rd, \$15,000.00 was transferred from Arthur State Checking to SCIIP.

On March 11th, Brent Babb deposited \$25,000.00 into the Arthur State Account, which was then transferred to the SCIIP Account.

The office purchased a new iPad to read but returned it as it lacked Wi-Fi and cellular capabilities. A replacement was purchased for \$349.25 more, bringing the total cost to \$1,018.00.

Eric Bennett and Jerry Baxley from SCRWA visited the office Thursday, March 13th to discuss water loss and Laurin is inputting the data.

Lower Fairforest Baptist Church sent a thank you note for the \$50 donation made in memory of former Board Member, John West.

Tyler attended the SCRWA Trenching & Shoring class on Tuesday, March 18th in York and received a competency certification.

Joseph Frazier, Fuel Compliance Officer with the IRS, conducted a fuel compliance inspection. Today. MRWC was randomly selected and found to be in compliance.

Eric Bennett from SCRWA will visit tomorrow to conduct the Consumer Confidence Report CCR).

Customer William Brockman damaged the awning with a ladder in the back of his truck. He will cover the repair cost.

Mitch Heatherly removed the decal on the 2017 Toyota work truck this week and it was posted on GovDeals.

Nancy O' Handley and Mike Hogan from Correll Insurance will visit tomorrow to discuss rates.

Will McAllister from World Insurance will meet on March 27th to discuss rates.

David McAllister, company auditor with Manley Garvin will begin the 2024 audit on April 1st.

Matt Van Name would like to discuss transitioning the 401(k) Plan from John Hancock to Human Interest at the next meeting.

Policy Committee: Paula Brewster reported that the Policy Committee recommended the following policy changes:

- The on-call week will begin at 7:00 a.m. on Thursday and end at the same time the following Thursday.
- Sick and vacation time may be used in increments of no less than one hour.

The Board unanimously approved the policy changes.

SCIIP Highway 49: Don reported the new water line is connected from Tyger River to Old Buncombe Road. Phase Five will extend the line from Highway 49 to Bombing Range Road, Lower Fairforest Road and Meadow Woods Road. Permits are secured, and the project will soon go to bid.

SRF Meadow Woods Road: Rich Anderson of Summit Engineering Firm is obtaining permits.

SRF Old Hills Bridge Road, Gwinn Mill Road, Riddle Road, & Pettit Circle: Rich Anderson submitted the application on March 17th.

Bridge Replacements: Otis and James attended the SCDOT Pre-Construction Meeting in Gaffney. The new Highway 49 bridge is scheduled for replacement in 2026. MRWC contractors have bored the water line on the north side, but adjustments will be needed during construction.

Bridge Hangers Hwy. 92: Tim Lowery provided two bridge hangers for Highway 92 repair. Pricing is still being finalized.

HAVC: Ben Parham installed a cage around the outside HVAC unit at a cost of \$650.00.

Badge Readers/Fingerprint versus Timecards: Laurin reviewed the Lathem Time system, but due to its cost and unreliable fingerprint recognition, it was decided to retain timecards. Piedmont Central, the answering service, will send a weekly report detailing maintenance calls from Thursdays through Wednesday. The on-call person will complete a work order for all after-hour calls.

IRS Form 990: David McAllister will update the form, send it to Otis for his signature, and submit it.

New Laptop: Mark made a motion to purchase a new laptop for the new General Manager, Cindy seconded, and the motion passed unanimously.

Roof Replacement for Office Building: MRWC received three bids. The Leon Easler Roofing bid was \$9,200.00, Brown's Roofing was \$8,720.00, and the Gibson Homes & Roofing bid was \$8,000.00. Mark made a motion to award the contract to Gibson Homes & Roofing. Paula Brewster seconded, and the motion passed unanimously.

Office Flooring: The Board requested three bids for new LVT flooring.

Project Sign: Otis informed the Board that a construction sign will be installed along the highway displaying the Union County/MRRWC logo and the South Carolina Rural Infrastructure Authority logo. The cost of \$1,000.00 and is included in the current Division 1 project contract.

Closing Prayer: Robynne closed the meeting with prayer.

Adjournment: The meeting adjourned at 8:38 p.m.

Paula C. Wright