

December 15, 2009
12:45 pm

The regular meeting of the SJWD Water District was held with the following present:

Commissioners: *Wanda Fowler, John Sexton, Tom Lomax, Buddy Carlton, and Roger Nutt.*

Staff: *Mike Caston, Executive Director; Mike Frost, Director of Projects and Construction; Larry Christopher, Director of Finance and Administration; Greg Moore, Director of Operations; Doug Waldrop, Director of Water Resources; and Josh Fulmer, Engineering Technician-GIS/CAD*

Guests: *None*

The Agenda for the meeting was emailed to WSPA TV and the *Spartanburg Herald-Journal*.

John Sexton called the meeting to order.

APPROVAL OF NOVEMBER 10, 2009 REGULAR MEETING MINUTES

Wanda Fowler made a motion, which was seconded by Roger Nutt, to approve the minutes of the November 10, 2009 regular meeting. The motion was approved unanimously.

MONTHLY FINANCIAL REPORT

Staff reviewed the Financial Report and Bank Balance Report for the four months ending November 30, 2009. Staff reported that the District has maintained a strong financial position as compared to last year and to the budget.

POLE SHED FOR OPERATIONS

Staff presented an appropriations request for up to \$25,000 to construct a pole shed on the pipe yard behind the Operations Center. The structure will be a 30' x 108', A-Framed, metal building with 12 bays and will be enclosed on three sides. It will allow heavy equipment to be stored out of the weather.

Buddy Carlton made a motion, which was seconded by Roger Nutt, to approve up to \$25,000 for the construction of the pole building described above. The motion was approved unanimously.

REVIEW OF PROCUREMENT POLICY

Staff reviewed the District's Procurement Policy (last modified on July 11, 2006) with respect to alternative delivery methods for construction projects. Staff proposed adding language to the policy (see attached) to pursue reasonable and advantageous methods on project delivery such as Design-Build, Construction Manager At-Risk, and Qualifications Based Contractor Selection.

Tom Lomax made a motion, which was seconded by Buddy Carlton, to authorize the recommended language relative to alternative delivery methods for construction projects upon review of the policy by the District's legal counsel. The motion was approved unanimously.

REVIEW OF DISTRICT WELL SOURCES

Mike Frost provided a complete review of the wells in the old Piedmont Rural Water District area that SJWD took control of in the late 1980s. The review included aerial maps of the area and dimensions of the wells that could be of future use to SJWD. Staff recommended that the Commission approve up to \$40,000 to study 3 of those well sites to determine the current safe yield of the well and whether SJWD should develop the well for future use.

Tom Lomax made a motion, which was seconded by Buddy Carlton, to approve up to \$40,000 to complete a study of 3 of the wells from the old Piedmont Rural Water District area as described above. The motion was approved unanimously.

MISCELLANEOUS ADMINISTRATIVE MATTERS

Larry Christopher reviewed with the Commission the proposed draft of the customer newsletter to be mailed in January 2010.

Doug Waldrop briefed the Commissioners on the status of the reservoir aeration project (project #250). The project is on hold until sufficient data can be collected and a determination can be made on the best method to accomplish objectives.

Mike Frost provided an update on the Filter Plant treatment capacity upgrade project (project #234). The project is complete. However, negotiations regarding change orders are continuing with the contractor.

OFFICER ELECTIONS

Tom Lomax made a motion, which was seconded by Roger Nutt, to approve the new slate of officers effective in January 2010 as follows: Buddy Carlton, Chairman; Roger Nutt, Vice-Chairman; and Wanda Fowler, Secretary. The motion was approved unanimously.

EXECUTIVE SESSION

At 3.25 pm. Tom Lomax made a motion, which was seconded by Buddy Carlton, to go into Executive Session to discuss a personnel matter. The motion was approved unanimously.

At 3.40 pm. Tom Lomax made a motion, which was seconded by Roger Nutt, to end the Executive Session and adjourn the meeting. The motion was approved unanimously. No action was taken from the discussion.

The next regular Commission meeting will be held January 12, 2010 at 12:45.

Read & Approved

Wanda Fowler, Secretary

