

September 20, 2011

The regular Commission meeting of the SJWD Water District was held at the District's Filtration Plant, 161 Groce Road in Lyman, SC, with the following present:

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

Staff: *Mike Caston, Executive Director; Mike Frost, Director of Construction and Projects; Mitch Turner, Manager of Water Resources; and Doug Waldrop, Director of Water Resources.*

Guests: *Sam Holtzclaw, Ravan & Holtzclaw, P.A. and Bob DiAntonio, Priority Performance Group.*

The Agenda for the meeting was emailed to WSPA TV, the *Spartanburg Herald-Journal*, and the *Hometown News (Middle Tyger Times)*.

Buddy Carlton called the meeting to order at 12:45 PM.

EXECUTIVE SESSION

Tom Lomax made a motion, which was seconded by John Sexton, to go into executive session to hear information from Sam Holtzclaw regarding a contractual matter. The motion was approved unanimously.

Tom Lomax made a motion, which was seconded by John Sexton, to come out of executive session. The motion was approved unanimously.

SOUTH ATLANTIC CONSTRUCTION INCENTIVE PROPOSAL

As a result of the discussion in the executive session:

Tom Lomax made a motion, which was seconded by John Sexton, to solidify the recommendation of staff in a previous meeting that South Atlantic Construction receive, as an incentive for satisfactory and timely completion of the Water Treatment Plant Expansion Project, 10% of an agreed to difference between the final guaranteed maximum price and the final cost of the project. The motion was approved unanimously.

APPROVAL OF AUGUST 16, 2011 MINUTES:

Frank Nutt made a motion, which was seconded by John Sexton, to approve the minutes of the August 16, 2011 meeting. The motion was approved unanimously.

MONTHLY FINANCIAL REPORT

The financial report was not given for August. Staff will present the financial report for August and September at the October meeting.

MISCELLANEOUS ADMINISTRATIVE MATTERS

Water Treatment Plant Expansion – Mike Frost provided an update on the progress of the project.

Water resource update – Mitch Turner provided an update on current lake levels and the District's internal drought response. The committee is monitoring lake levels and will recommend any actions, if necessary, according to the District's drought response plan. Mitch also reported on the progress of the alum sludge lagoon dredging operation.

Effective Utility Management (EUM) process – Bob DiAntonio gave a report about the staff's progress to address key EUM attributes. Staff will continue to work with Bob DiAntonio to develop measures and identify system changes that need to be made to move forward on the top five attributes as determined by the Commission.

Legal Update – Mike Caston gave an update on legal issues.

Town of Lyman – Buddy Carlton and Tom Lomax met with Mayor Rodney Turner at his request. Mayor Turner discussed several open items between the Town of Lyman and the District. The main item concerned an open issue with a right-of-way from the Town of Lyman during the District's raw water line construction. The Commissioners suggested that Buddy Carlton draft a letter to Mayor Turner stating that items will be discussed with staff and an appraiser (mutually acceptable to SJWD and the Town of Lyman) will be suggested for the raw water line right-of-way issue.

EXECUTIVE SESSION

John Sexton made a motion, which was seconded by Tom Lomax to adjourn the regular meeting and go into executive session to discuss a personnel matter. The motion was approved unanimously. The regular meeting was adjourned at 3:18 PM.

Wanda Fowler made a motion, which was seconded by Tom Lomax, to end the executive session at 3:47 PM. The motion was approved unanimously.

EXECUTIVE DIRECTOR'S COMPENSATION FOR FISCAL YEAR JULY 31, 2012

As a result of the discussion in the executive session:

Tom Lomax made a motion, which was seconded by Wanda Fowler, to increase Mike Caston's salary by 2.5% for fiscal year July 31, 2012 retroactive to August 1, 2011. The motion was approved unanimously.

ADJOURNMENT

Tom Lomax made a motion, which was seconded by Frank Nutt, to adjourn the meeting at 3:50 PM. The motion was approved unanimously.

The next Commission meeting will be held on Tuesday, October 18, 2011 at the Administrative Office boardroom.

Read & Approved

Wanda Fowler
Secretary










