

A regular Commission meeting of the SJWD Water District was held at 307 Spartanburg Highway, Wellford with the following present:

**Commissioners:** *Buddy Carlton, Frank Nutt, John Sexton, Barry Frost and Wanda Fowler.*

**Staff:** *Billy Cothran, Mitch Turner, Larry Christopher, Jeff Diaz and Mike Caston.*

**Guests:** *None.*

The Agenda for the meeting was emailed to WSPA TV and the *Spartanburg Herald-Journal*, and posted in the lobby and on SJWD's website.

Buddy Carlton called the meeting to order at 10:38 AM.

Buddy Carlton opened the floor to public comment.

### **APPROVE JULY 17, 2018 REGULAR MEETING MINUTES**

Wanda Fowler made a motion, which was seconded by John Sexton, to approve the minutes from the July 17, 2018 regular meeting. The motion was approved.

### **REVIEW FINANCIAL REPORTS AND OPEN CAPITAL PROJECTS**

Staff presented the Budget Report, Bank Balance Report, and Open Job Status Report for the period ending July 31, 2018.

### **REVIEW STRATEGIC BUSINESS PLAN: WATER TREATMENT**

Billy Cothran provided an update on the strategic business plan action items for the water treatment plant. Two items are nearing completion: evaluation of taste and odor options (GMC) and evaluation of alum sludge removal options (B&V). Final reports from these two studies should be available within the next couple of months. Billy also discussed the challenges of staffing the plant with "A" licensed operators in light of turnover, medical leave, vacations, and impending retirements. Billy informed the Commission that a fifth operator is scheduled to be added within the next four to five months, and SJWD will explore cross-training operators with Woodruff Roebuck for emergency fill-in.

### **DISCUSS AND APPROVE ENGINEERING SERVICES FOR WATER TREATMENT FACILITIES MASTER PLAN**

Frank Nutt made a motion, which was seconded by Barry Frost, to approve up to \$150,000 for engineering services to develop a facilities master plan for the water treatment plant (WTP). The plan will identify and conceptualize potential capital improvements required at the WTP to accommodate anticipated changes to source water quantity, source water quality, water treatment goals, and future water demands. The motion was approved.

**DISCUSS MISCELLANEOUS ADMINISTRATIVE MATTERS**

SC Rural Water Conference – Myrtle Beach, September 10-12.

**ENTER EXECUTIVE SESSION TO DISCUSS COMMISSIONER COMPENSATION AND BENEFITS**

At 11:32 AM, John Sexton made a motion, which was seconded by Wanda Fowler, to go into Executive Session to discuss Commissioners' compensation and benefits. The motion was approved.

At 12:04 PM, Frank Nutt made a motion, which was seconded by John Sexton, to come out of Executive Session. The motion was approved. Buddy Carlton stated that no action was taken in the Executive Session.





**ADJOURNMENT**

At 12:05 PM, Wanda Fowler made a motion, which was seconded by John Sexton, to adjourn the meeting. The motion was approved.

The next regular Commission meeting will be held on Tuesday, September 18, 2018.

Read & Approved

Wanda Fowler  
Secretary

  
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