

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

Commissioners: *Buddy Carlton, Barry Frost, Brian Leonard, Frank Nutt, and Wanda Fowler.*

Staff: *Billy Cothran, Larry Christopher, Kim Fortner, Josh Fulmer, Corey Bennett, Julie Gillespie, Tommy Staton, Cam Miller, and Jeff Diaz.*

Guests: *Eddie Tallon* from The Tallon Group

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 10:31 a.m.

RECEIVE PUBLIC COMMENT

Buddy Carlton opened the floor for public comment. There was none.

APPROVAL OF NOVEMBER 22, 2023 REGULAR MEETING MINUTES

Barry Frost made a motion, which was seconded by Brian Leonard to approve the minutes from the November 22, 2023 regular meeting minutes. The motion was approved.

UPDATE/STATUS: MONTHLY FINANCIAL AND OPEN CAPITAL PROJECTS REPORT

Staff provided the monthly financials and capital projects report to the commission for December 2023.

DISCUSS/APPROVE: OLD BETHEL ROAD LINE EXTENSION CONTRIBUTION

Staff presented information related to a proposed line extension along Old Bethel Road that will close a loop and serve the proposed Tyger Pines subdivision (225 lots). Staff recommended that SJWD contribute \$75,000 to the cost of the line extension per SJWD's Line Extension Policy.

Barry Frost made a motion, which was seconded by Brian Leonard to approve the contribution for the line extension. The motion was approved.

Barry Frost made a motion, which was seconded by Frank Nutt, to move agenda item #8(Miscellaneous Administrative Matters) before item #6(Executive Session to Discuss CEO Review) and adjust the remainder of the agenda accordingly. The motion was approved.

MISCELLANEOUS ADMINISTRATIVE MATTERS

- Billy updated the Commissioners on the renaming of the entrance road to the new office. The process has begun to change the road name from White Star Point to Watershed Way. The name change is anticipated to occur after April 1, 2024.
- Larry Christopher distributed 2024 calendar of events to Commissioners.

EXECUTIVE SESSION TO DISCUSS CEO PERFORMANCE REVIEW

At 11:36 a.m., Brian Leonard made a motion, which was seconded by Wanda Fowler, to enter Executive Session to conduct the performance review of the Chief Executive Officer and consider any compensation changes. The motion was approved.

At 12:50 p.m., Brian Leonard made a motion, which was seconded by Wanda Fowler, to exit the Executive Session. The motion was approved.

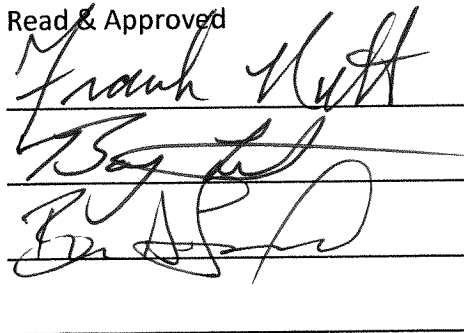
ANY ACTION, IF NECESSARY, FROM EXECUTIVE SESSION

Barry Frost made a motion, which was seconded by Wanda Fowler, to approve the compensation arrangement as discussed in Executive Session. Wanda Fowler will draft a memo outlining the terms of the arrangement to be placed in the CEO's personnel file. The motion was approved.

At 12:55 p.m., Frank Nutt made a motion, which was seconded by Barry Frost, to adjourn the meeting. The motion was approved.

The next regular meeting is Tuesday, February 20, 2024, at 10:30 a.m.

Read & Approved



Wanda Fowler
Secretary



The regular Commission meeting of the SJWD Water District was held at 198 White Star Point, Spartanburg, South Carolina with the following present:

Commissioners: *Barry Frost, Brian Leonard, and Frank Nutt.* Buddy Carlton and Wanda Fowler were absent.

Staff: *Billy Cothran, Larry Christopher, Kim Fortner, Jeff Diaz, Josh Fulmer, Corey Bennett, Julie Gillespie, and Cam Miller.*

Guests: *Eddie Tallon* from The Tallon Group

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.

Frank Nutt called the meeting to order at 10:30 a.m.

RECEIVE PUBLIC COMMENT

Frank Nutt opened the floor for public comment.

Eddie Tallon shared the Bill designating the first Monday of March as the Water Professional Day has been approved. The Governor will host a ceremonial signing on February 29, 2024 at the State House in Columbia.

APPROVAL OF JANUARY 16, 2024 REGULAR MEETING MINUTES

Barry Frost made a motion, which was seconded by Brian Leonard to approve the minutes from the January 16, 2024 regular meeting minutes. The motion was approved.

UPDATE/STATUS: MONTHLY FINANCIAL AND OPEN CAPITAL PROJECTS REPORT

Staff provided the monthly financials and capital projects report to the commission for January 2024.

PROPERTY UPDATES

Billy Cothran provided an update/information on the following properties:

- Upward Property Purchase and Wellford Property Sale – Renovations at the Administration building are progressing well and we should be functioning in the building by the first part of April. The closing with the City of Wellford is scheduled for May 1 and then we have 6 weeks after that date to get everything moved and ready for Wellford to take possession.

- Berry Shoals Property - Slides were presented showing the safe yield of the Middle Tyger River, North Tyger River, and South Tyger River. Also, potential capital expenses associated with preserving the Berry Shoals and Berry's Pond areas were presented. All was shared to give the commission further insight on the potential water resource, property uses, and related expenses. Barry Frost asked for a new safe yield analysis for the South Tyger River.
- Startex to Lyman Trail – The Partners for Active Living (PAL) has inquired about the use of SJWD properties for the extension of trails from the planned Startex section into the proposed Lyman section.

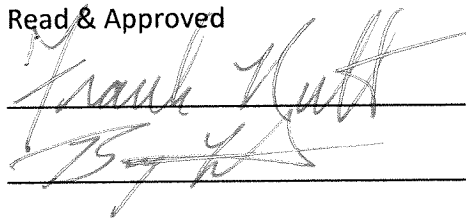
MISCELLANEOUS ADMINISTRATIVE MATTERS

- Jeff Diaz gave the commission an update on SJWD IT projects, cybersecurity, customer service, field services, and the impact of each in the various areas of the organization.
- Ethics forms are due from each Commission by the end of March.
- The Budget Workshop will be on April 9, 2024 9am-Noon.

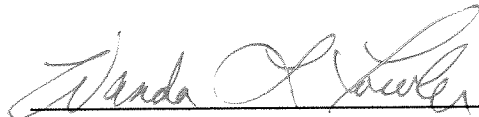
At 12:33 p.m., Barry Frost made a motion, which was seconded by Brian Leonard, to adjourn the meeting. The motion was approved.

The next regular meeting is Tuesday, March 19th, 2024, at 10:30 a.m.

Read & Approved



Wanda Fowler
Secretary



The regular Commission meeting of the SJWD Water District was held at 198 White Star Point, Spartanburg, South Carolina with the following present:

Commissioners: *Barry Frost, Wanda Fowler, and Frank Nutt.* Buddy Carlton and Brian Leonard were absent.

Staff: *Billy Cothran, Larry Christopher, Kim Fortner, Jeff Diaz, Josh Fulmer, Corey Bennett, Julie Gillespie, Lisa Hart, Tommy Staton, and Cam Miller.*

Guests: *Eddie Tallon* from The Tallon Group

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.

Frank Nutt called the meeting to order at 10:35 a.m.

RECEIVE PUBLIC COMMENT

Frank Nutt opened the floor for public comment. There was none.

APPROVAL OF FEBRUARY 20, 2024, REGULAR MEETING MINUTES

Barry Frost made a motion, which was seconded by Frank Nutt to approve the minutes from the February 20, 2024, regular meeting minutes. The motion was approved.

UPDATE/STATUS: MONTHLY FINANCIAL AND OPEN CAPITAL PROJECTS REPORT

Staff provided the monthly financials and capital projects report to the commission for February 2024.

PROPERTY UPDATES

- April 1, 2024, the renaming of White Star Point to Watershed Way will be effective. Staff will work to inform vendors and customers.
- April 15, 2024, will be the first day that customers can make payments at Watershed Way.
- May 1, 2024, the closing between SJWD and the Town of Wellford will occur for the purchase of the Highway 29 property.

MISCELLANEOUS ADMINISTRATIVE MATTERS

- Eddie Tallon encouraged everyone to get out and vote during primaries. He also recommended we check with Spartanburg County to be certain we have the full State and County Paving list.

- Lisa Hart gave the commission an update on SJWD Human Resources services and activities. March 27, 2024 the Blood Mobile we be in Operations.
- The Budget Workshop will be on April 9, 2024 9am-Noon.
- SJWD has entered into an agreement with Asterra to use satellite imagery to evaluate water leaks. The first set of data indicates only 5-6% of the area may have some leakage.

EXECUTIVE SESSION TO DISCUSS PURCHASE OF PROPERTY ALONG BERRY SHOALS ROAD

At 12:05 a.m., Barry Frost made a motion, which was seconded by Wanda Fowler, to enter Executive Session to discuss the purchase of property along Berry Shoals Road. The motion was approved.

At 12:28 p.m., Barry Frost made a motion, which was seconded by Wanda Fowler, to exit the Executive Session. The motion was approved. No action was taken in the Executive Session.

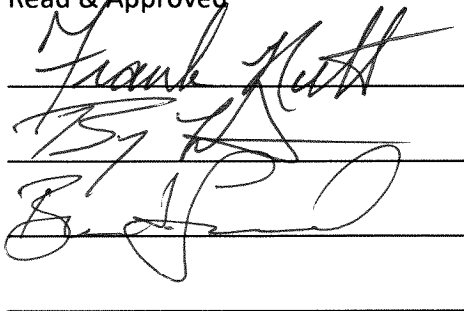
ANY ACTION, IF NECESSARY, FROM EXECUTIVE SESSION

Barry Frost made a motion, which was seconded by Wanda Fowler, to authorize Billy to purchase property along Berry Shoals Road as discussed in Executive Session. The motion was approved.

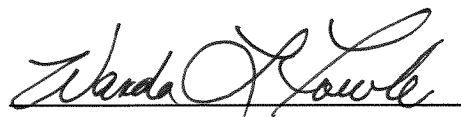
At 12:29 p.m., Barry Frost made a motion, which was seconded by Wanda Fowler, to adjourn the meeting. The motion was approved.

The next regular meeting is Tuesday, April 16th, 2024, at 10:30 a.m.

Read & Approved



Wanda Fowler
Secretary



The special Commission meeting of the SJWD Water District was held at 198 White Star Point, Spartanburg, South Carolina with the following present:

Commissioners: *Wanda Fowler, Barry Frost, Brian Leonard, and Frank Nutt.* *Buddy Carlton* was absent.

Staff: *Kim Fortner, Billy Cothran, Larry Christopher, Julie Gillespie, and Jeff Diaz.*

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.

Frank Nutt called the meeting to order at 9:08 a.m.

DISCUSS FYE2025 BUDGET/CIP

Larry Christopher gave the commission a general summary of the budget informing them of the key factors influencing the proposed budget levels. Larry and Kim went over the list of capital projects that are proposed for FY2025 budget year and in the 5-year planning period. Larry informed the commission of the current head count and the number of additional employees that are proposed in the budget and the main driver behind the increase in personnel.

MISCELLANEOUS ADMINISTRATIVE MATTERS

Billy Cothran gave the commission an overview of the initial draft of the wholesale agreement with Spartanburg Water. Billy presented possible term conditions and yearly rate increases of the agreement. Billy explained that the agreement would have a two-phase approach with the first phase not involving the existing Whitlock plant. The second phase would involve upgrades to the Whitlock plant.

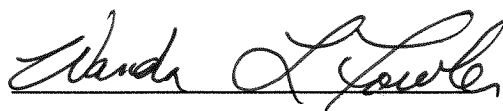
At 11:52 a.m., the meeting was adjourned.

The next regular meeting is Tuesday, April 16, 2024 at 10:30 a.m.

Read & Approved



Wanda Fowler
Secretary



The regular Commission meeting of the SJWD Water District was held at 198 White Star Point, Spartanburg, South Carolina with the following present:

Commissioners: *Barry Frost, Wanda Fowler, Brian Leonard, and Frank Nutt.* Buddy Carlton was absent.

Staff: *Billy Cothran, Larry Christopher, Kim Fortner, Josh Fulmer, Julie Gillespie, Tommy Staton, Ivonne Osorno, and Cam Miller.*

Guests: *Eddie Tallon* from The Tallon Group

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.

Frank Nutt called the meeting to order at 10:35 a.m.

RECEIVE PUBLIC COMMENT

Frank Nutt opened the floor for public comment. Eddie Tallon gave the commission a quick update on events occurring with the legislature in Columbia.

APPROVAL OF MARCH 19, 2024 REGULAR MEETING MINUTES

Wanda Fowler made a motion, which was seconded by Brian Leonard to approve the minutes from the March 19, 2024 regular meeting. The motion was approved.

APPROVAL OF APRIL 9, 2024 SPECIAL MEETING MINUTES

Barry Frost made a motion, which was seconded by Brian Leonard to approve the minutes from the April 9, 2024 special meeting. The motion was approved.

UPDATE/STATUS: MONTHLY FINANCIAL AND OPEN CAPITAL PROJECTS REPORT

Staff provided the monthly financials and capital projects report to the commission for March 2024.

Staff presented the revised budget package (operating and CIP plan) for FY 2025. The final draft of the budget package will be approved for public hearing at the next meeting.

PROPERTY UPDATES

- Billy Cothran explained minor items left to complete the move to the new location. There are a few minor punch list items left for the renovation completion for the new building. The Kiosk is scheduled to be delivered this week. Customer Service will

complete their move and be open to the public on April 19th with all duties to be completed at new building.

- The Closing of the sale of the Wellford location is scheduled for May 1, 2024.
- A "Meet and Greet" breakfast is scheduled for April 24, 2024, at the new building for anyone already present at new building to meet Upward employees.
- A companywide grand opening will occur sometime in May.
- At this time, we have made no improvements or finalized plans on how the newly acquired Berry Shoals property will be used.

EXECUTIVE SESSION TO DISCUSS WHOLESALE AGREEMENT

At 11:56 a.m., Barry Frost made a motion, which was seconded by Brian Leonard, to enter Executive Session to discuss a contractual agreement. The motion was approved.

At 12:09 p.m., Barry Frost made a motion, which was seconded by Brian Leonard, to exit the Executive Session. The motion was approved, and no action was taken.

At 12:13 p.m., Barry Frost made a motion, which was seconded by Brian Leonard, to adjourn the meeting. The motion was approved.

The next regular meeting is Tuesday, May 21st, 2024, at 10:30 a.m.

Read & Approved

Frank Nutt

Barry Frost

Wanda Fowler
Secretary

Wanda Fowler

Buddy Carlton - absent April 16th
Brian Leonard - May 21st

The regular Commission meeting of the SJWD Water District was held at 198 White Star Point, Spartanburg, South Carolina with the following present:

Commissioners: *Barry Frost, Wanda Fowler, Frank Nutt, and Buddy Carlton.* Brian Leonard was absent.

Staff: *Billy Cothran, Larry Christopher, Josh Fulmer, Julie Gillespie, Corey Bennett, Jeff Diaz, and Cam Miller.*

Guests: *Eddie Tallon* from The Tallon Group

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 10:32 a.m.

RECEIVE PUBLIC COMMENT

Buddy Carlton opened the floor for public comment. There was none.

APPROVAL OF APRIL 16, 2024 REGULAR MEETING MINUTES

Barry Frost made a motion, which was seconded by Frank Nutt to approve the minutes from the April 16, 2024 regular meeting. The motion was approved.

UPDATE/STATUS: MONTHLY FINANCIAL AND OPEN CAPITAL PROJECTS REPORT

Staff provided the monthly financials and capital projects report to the commission for April 2024.

PROPERTY UPDATES

- Billy Cothran explained that the move to the new building is complete except for a few minor items. The drive-up kiosk is now fully functional.
- An informal drop-in for the new building is being planned for late June 2024.
- The road name change from White Star Point to Water Shed Way is official. New signage has been ordered and will be installed soon.
- The purchase of property at Berry's Pond (including the old Bait and Tackle Shop) is complete.

APPROVAL OF PUBLIC HEARING FOR FISCAL YEAR 2025 OPERATING BUDGET AND CIP PLAN

Frank Nutt made a motion, which was seconded by Barry Frost, to approve the public hearing for Fiscal Year 2025 Operating Budget and CIP Plan. The motion was approved.

EXECUTIVE SESSION TO DISCUSS WHOLESALE AGREEMENT

At 11:47 a.m., Barry Frost made a motion, which was seconded by Frank Nutt, to enter Executive Session to discuss wholesale purchase agreement. The motion was approved.

At 12:27 p.m., Wanda Fowler made a motion, which was seconded by Frank Nutt, to exit the Executive Session. The motion was approved.

ANY ACTION, IF ANY, FROM EXECUTIVE SESSION

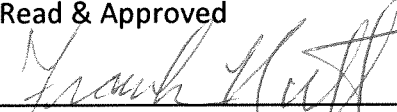
No action was taken because of discussions in the Executive Session.

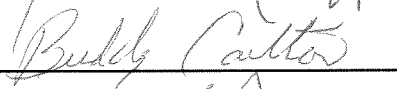
MISCELLANEOUS ADMINISTRATIVE MATTERS


At 1:17 p.m., Barry Frost made a motion, which was seconded by Frank Nutt, to adjourn the meeting. The motion was approved.

The next regular meeting is Monday, June 24th, 2024, at 10:30 a.m.

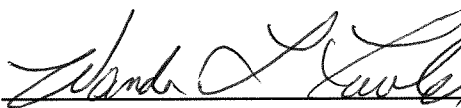
Read & Approved







Wanda Fowler
Secretary



The regular Commission meeting of the SJWD Water District was held at 198 White Star Point, Spartanburg, South Carolina with the following present:

Commissioners: *Barry Frost, Brian Leonard, Frank Nutt, and Buddy Carlton.* Wanda Fowler was absent.

Staff: *Billy Cothran, Larry Christopher, Kim Fortner, Josh Fulmer, Bradley Norman, and Cam Miller.*

Guests: *Eddie Tallon* from The Tallon Group, *C.D. Rhodes* from Pope Flynn, and *Leith McLeod* from PAL Spartanburg.

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 10:30 a.m.

MOTION TO AMEND AGENDA

Barry Frost made a motion, which was seconded by Frank Nutt, to amend the agenda for the timing of the Executive Session. The motion was approved.

RECEIVE PUBLIC COMMENT

Buddy Carlton opened the floor for public comment. Eddie Tallon briefed the Commission on the state budget approval and run-off elections. He also requested that SJWD provide him with any direction for additional legislation as the new legislative cycle begins in January.

PUBLIC HEARING FOR THE OPERATING BUDGET AND CIP PLAN FOR FISCAL YEAR ENDING JUNE 30, 2025

Barry Frost made a motion, seconded by Brian Leonard, to open a public hearing for members of the public to be heard about the operating budget and CIP plan for the fiscal year ending June 30, 2025. The motion was approved. No one from the public appeared before the Commission to be heard.

Brian Leonard made a motion, seconded by Barry Frost, to close the public hearing. The motion was approved.

APPROVAL OF THE OPERATING BUDGET AND CIP PLAN FOR FISCAL YEAR ENDING JUNE 30, 2025

Barry Frost made a motion, seconded by Frank Nutt, to approve the operating budget and CIP plan for the fiscal year ending June 30, 2025. The motion was approved.

APPROVAL OF MAY 21, 2024 REGULAR MEETING MINUTES

Barry Frost made a motion, which was seconded by Frank Nutt to approve the minutes from the May 21, 2024 regular meeting as written. The motion was approved.

EXECUTIVE SESSION TO DISCUSS CONTRACTUAL AGREEMENT AND RECEIVE LEGAL ADVICE

At 10:48 a.m., Frank Nutt made a motion, which was seconded by Brian Leonard, to enter Executive Session to discuss a contractual agreement concerning wholesale water service and receive legal advice concerning financing options. The motion was approved.

At 12:11 p.m., Frank Nutt made a motion, which was seconded by Barry Frost, to exit the Executive Session. The motion was approved.

ACTION FROM EXECUTIVE SESSION

Brian Leonard made a motion, which was seconded by Barry Frost, to authorize Billy Cothran to execute the wholesale purchase agreement as discussed in Executive Session.

ELECTION OF OFFICERS

Buddy Carlton opened the floor for officer nominations.

Frank Nutt nominated Wanda Fowler for the position of Secretary, which was seconded by Barry Frost. The motion was approved.

Buddy Carlton nominated Frank Nutt for the position of Vice Chairman, which was seconded by Barry Frost. The motion was approved.

Frank Nutt nominated Buddy Carlton for the position of Chairman, which was seconded by Barry Frost. The motion was approved.

UPDATE/STATUS: MONTHLY FINANCIAL AND OPEN CAPITAL PROJECTS REPORT

Staff provided the monthly financials and capital projects report to the commission for May 2024.

Commissioner Meeting Minutes

June 24, 2024

Read & Approved

Frank Natt
Bruce Cantor
[Signature]
[Signature]

Wanda Fowler
Secretary

Wanda Fowler
absent

PROPERTY UPDATES

- Billy Cothran explained that the move to the new building is complete except for a few minor items.
- An open house for the new building is planned for Thursday, June 27, 2024 from 4:00 to 6:00 pm.
- The newly purchased Berry's Pond property (including the old Bait and Tackle Shop) is being improved to provide safe access from Berry Shoals Road.
- Brian Leonard asked about vegetation removal from the lakes. Staff informed the Commission that vegetation removal is proceeding while conditions are favorable.

PAL SPARTANBURG (PLAY/ACTIVATE/LIVE WELL) – DISCUSS WALKING TRAIL ON SJWD RIGHT-OF-WAY

Leith McLeod from PAL Spartanburg provided an update on the formation of a section of walkways connecting the Middle Tyger Library to Startex. It is part of a larger trail system in Spartanburg County. PAL is interested in entering into an agreement with SJWD regarding an easement for a portion of the cross-country raw water line right-of-way that connects Groce Road in Lyman to Finch Road in Startex. Mr. McLeod will return for approval of the SJWD agreement once the other property owners affected have agreed to the easement.

MISCELLANEOUS ADMINISTRATIVE MATTERS

- Buddy Carlton asked staff to research how other public organizations compensated their Commissioners for consideration at the next meeting.
- Barry Frost asked staff to update the Commissioners on the strategic plan for replacing galvanized pipe.
- Staff informed the Commissioners that the Rural Infrastructure Authority approved SJWD application for a matching \$1,000,000 grant to replace galvanized line in the Green Acres area of the District and provide fire protection.

At 1:16 p.m., Barry Frost made a motion, which was seconded by Brian Leonard, to adjourn the meeting. The motion was approved.

The next regular meeting is Monday, July 22, 2024, at 10:30 a.m.

The special Commission meeting of the SJWD Water District was held at 198 White Star Point, Spartanburg, South Carolina with the following present:

Commissioners: *Wanda Fowler, Brian Leonard, Frank Nutt, and Buddy Carlton.* Barry Frost was absent.

Staff: *Billy Cothran, Larry Christopher, Kim Fortner, Josh Fulmer, Bradley Norman, Jake Lancaster, Julie Gillespie, Ronnie Cox, Corey Bennett, Jeff Diaz, and Cam Miller.*

Guests: Daryll Parker with Wildan Financial Services.

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 8:15 a.m.

RECEIVE PUBLIC COMMENT

Buddy Carlton opened the floor for public comment. There was none.

SJWD STRATEGIC PLAN REVIEW AND DISCUSSION

- State of the Organization – Billy Cothran discussed 2024 AWWA State of the Industry and Benchmark Study and how SJWD compared to others in the industry. Billy Cothran also explained the recent changes in the organizational structure.
- SJWD Priorities and Strategic Plan Update – Billy Cothran presented seven priorities of SJWD: Water Quality, Water Quantity, Financial Sustainability, Reliable Infrastructure, Knowledgeable Workforce, Risk Management, and Customer Service/Communications. Billy Cothran reviewed year one of the Strategic Plan and looked ahead to year two and three.

POLICY REVIEW AND DISCUSSION

- Lake and Permanent Structures – Billy Cothran discussed current conditions of permanent structures at Lyman Lake and intentions of the current Permanent Structure Policy. Billy Cothran made recommendations of how to address maintenance and repair concerns moving forward.

FINANCIAL MODEL REVIEW AND DISCUSSION

- Financial Policies – Billy Cothran reviewed the Financial Policy and discussed its intentions to guide SJWD staff in making recommendations to Commissioners regarding financial decisions related to water service for current and future customers.

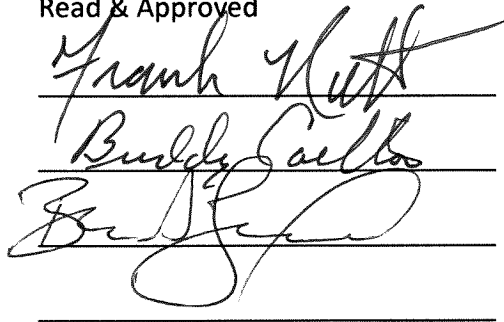
- Debt Management Policies – Billy Cothran reviewed General Obligation Bond and Revenue Bond management strategies.
- Financial Model – Daryll Parker with Wildan Financial Services presented factors driving SJWD’s financial plan. Mr. Parker reviewed the Capital Improvement Plan and how this plan relates to SJWD’s five-year rate path.

MISCELLANEOUS ADMINISTRATIVE MATTERS

At 12:00 p.m., Frank Nutt made a motion, which was seconded by Brian Leonard, to adjourn the meeting. The motion was approved.

The next regular meeting is Tuesday, August 20, 2024, at 10:30 a.m.

Read & Approved


Three handwritten signatures are written over three horizontal lines. The first signature is 'Frank Nutt', the second is 'Buddy Gallo', and the third is 'Barry Frost'.

Wanda Fowler
Secretary


A handwritten signature, 'Wanda Fowler', is written over a horizontal line.

*Barry Frost
absent*

APPROVAL OF GO BOND FOR GREEN ACRES PROJECT

Larry Christopher presented the recommendation for the issuance of a short-term \$1.7 million GO Bond. In addition to the \$1 million grant awarded by SCRIA in May, this bond will be used to fund SJWD's portion of the construction cost for the Green Acres Water Line Replacement Project.

Barry Frost made a motion, which was seconded by Wanda Fowler, to approve the GO Bond for the Green Acres Project. The motion was approved.

PROPERTY UPDATE

The Lake Wardens are proceeding with the construction of a boat ramp at the old bait shop property at Berry Shoals Pond. This will provide much needed access to the lake. Harvesting of the vegetation as requested by adjacent property owners and the Tyger River Foundation was discussed. There are several details that must be addressed before harvesting can begin.

DISCUSS AND APPROVE BUDGET AMENDMENT – COMMISSIONER COMPENSATION

- Buddy Carlton presented that the current compensation was last adjusted in 2008.
- Frank Nutt recommended staff present comparison of other water districts and municipalities to current SJWD's Commission compensation at September meeting.
- No motion was made at this meeting.

MISCELLANEOUS ADMINISTRATIVE MATTERS

1. Human Resource Updates – Larry Christopher updated the commission on several items that may be brought before them for consideration at future meetings.
 - Typically, SJWD's Holiday schedule has followed Spartanburg County's. The only holiday that SJWD does not observe is Veteran's Day. A request for the addition of Veterans Day to SJWD holidays may be presented.
 - Currently, SJWD Personnel policy states that an employee must be absent from work for three consecutive days before they are eligible to use sick time. After considering the policy further, staff will likely recommend that accrued sick time can be used regardless of days absent.
2. Water Treatment Plant Operators are encouraged to take their time off during the weeks they are not scheduled to work. Staff would like to allow the A-WTP Operators to sell back up to 4 hours during their 36 hour pay period to incentivize not taking paid time off during their normal work week.
3. Buddy Carlton recommended Bradley Norman become the Rural Water voting delegate to fill Tommy Staton's seat.
4. Upcoming Events:
 - August 22, 2024 – SJWD Health/Wellness Day

The regular Commission meeting of the SJWD Water District was held at 198 White Star Point, Spartanburg, South Carolina with the following present:

Commissioners: *Barry Frost, Brian Leonard, Frank Nutt, Wanda Fowler, and Buddy Carlton.*

Staff: *Billy Cothran, Larry Christopher, Kim Fortner, Josh Fulmer, Bradley Norman, Corey Bennett, Julie Gillespie, Jeff Diaz, and Cam Miller.*

Guests: *Eddie Tallon from The Tallon Group, Brad Love from Haynsworth Sinkler Boyd, P.A., and Julian Hankinson and Monte Mullen from the Tyger River Foundation*

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 10:34 a.m.

RECEIVE PUBLIC COMMENT

Buddy Carlton opened the floor for public comment. There was none.

APPROVAL OF JUNE 24, 2024 REGULAR MEETING MINUTES

Barry Frost made a motion, which was seconded by Frank Nutt, to approve the minutes from the June 24, 2024 regular meeting as written. The motion was approved.

APPROVAL OF AUGUST 7, 2024 STRATEGIC PLANNING WORKSHOP MINUTES

Wanda Fowler made a motion, which was seconded by Brian Leonard, to approve the minutes from the strategic planning workshop as written. The motion was approved.

UPDATE/STATUS: MONTHLY FINANCIAL AND OPEN CAPITAL PROJECTS REPORT

Staff provided the monthly financials and capital projects report to the commission for July 2024.

DISCUSS AND APPROVE ANNEXATION REQUEST FOR KIST ROAD SUBDIVISION

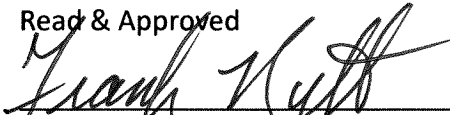
Barry Frost made a motion, which was seconded by Frank Nutt, to approve the annexation request for Kist Road Subdivision consisting of parcels 5-35-00-038.00 and 5-35-00-038.01. The motion was approved.

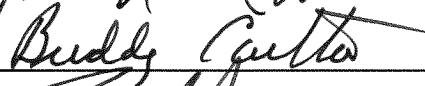
- September 5, 2024 – Mike Frost’s Retirement Luncheon
- November 18-20, 2024 – Rural Water Conference, Myrtle Beach, SC
- December 3, 2024 – SJWD Christmas Party


At 11:39 a.m., Barry Frost made a motion, which was seconded by Brian Leonard, to adjourn the meeting. The motion was approved.

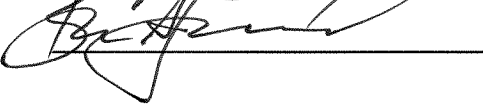
The next regular meeting is Tuesday, September 17, 2024, at 10:30 a.m.

Read & Approved









Wanda Fowler
Secretary



The regular Commission meeting of the SJWD Water District was held at 198 White Star Point, Spartanburg, South Carolina with the following present:

Commissioners: *Barry Frost, Brian Leonard, Frank Nutt, Wanda Fowler, and Buddy Carlton.*

Staff: *Billy Cothran, Larry Christopher, Kim Fortner, Josh Fulmer, Bradley Norman, Corey Bennett, Julie Gillespie, Jeff Diaz, Jake Lancaster, and Cam Miller.*

Guests: *Eddie Tallon from The Tallon Group, Brad Love from Haynsworth Sinkler Boyd, P.A., Julian Hankinson from the Tyger River Foundation, and Leith McLeod and Leigh Macdonald with PAL Spartanburg.*

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 10:34 a.m.

EXECUTIVE SESSION

At 10:35 a.m., Barry Frost made a motion, which was seconded by Brian Leonard, to enter Executive Session to discuss a property transaction along Silver Lake Road and a potential lease agreement for the Friendship Tank site. The motion was approved.

At 11:28 a.m., Barry Frost made a motion, which was seconded by Frank Nutt, to exit the Executive Session. The motion was approved.

ACTION FROM EXECUTIVE SESSION

Barry Frost made a motion, which was seconded by Wanda Fowler, to direct Billy Cothran to further negotiate property transaction with owner of the Silver Lake property as discussed in Executive Session. The motion was approved.

No action was taken regarding a potential lease agreement for the Friendship Tank site.

RECEIVE PUBLIC COMMENT

Buddy Carlton opened the floor for public comment. There was none.

APPROVAL OF AUGUST 20, 2024 REGULAR MEETING MINUTES

Wanda Fowler made a motion, which was seconded by Brian Leonard, to approve the minutes from the August 20, 2024 regular meeting as written. The motion was approved.

UPDATE/STATUS: MONTHLY FINANCIAL AND OPEN CAPITAL PROJECTS REPORT

Staff provided the monthly financials and capital projects report to the Commission for August 2024.

CONSIDER FOR APPROVAL – USE OF SJWD PROPERTY ALONG PROPOSED STARTEX TRAIL

Billy Cothran presented the trail route requested by PAL Spartanburg along SJWD right-of-way. Commission was agreeable to the primary route but not the optional scenic route. Commission gave Billy Cothran authority to negotiate an agreement with PAL to be presented to the Commission for approval at a later date.

CONSIDER FOR APPROVAL – PROPOSED MODIFICATIONS TO SJWD PERSONNEL MANUAL

1. Barry Frost made a motion, which was seconded by Frank Nutt, to approve the Personnel Manual modification allowing all staff to take Sick Leave in hourly increments. The motion was approved.
2. Brian Leonard made a motion, which was seconded by Barry Frost, to approve the Personnel Manual modification allowing water treatment plant operators the option to cash in up to a total of 144 PTO hours(i.e. 104 PTO hours in addition to the existing 40 PTO hours cash-in benefit). The motion was approved.
3. Barry Frost made a motion, which was seconded by Brian Leonard, to approve the proposed holidays as written. This change would add Veterans Day to the previously approved holidays. The motion was approved.

CONSIDER FOR APPROVAL – BUDGET AMENDMENTS

A. Administrative Building Backup Generator and Appurtenances

Brian Leonard made a motion, which was seconded by Frank Nutt, to increase 2024 Capital Improvements Plan by \$300,000 for the purchase of a 3,000kW backup onsite generator to adequately power the administrative building during loss of power. The motion was approved.

B. Commissioner Compensation

At 12:15 p.m., Barry Frost made a motion, which was seconded by Brian Leonard, to enter Executive Session to discuss Commissioner compensation. The motion was approved.

At 12:19 p.m., Barry Frost made a motion, which was seconded by Brian Leonard, to exit the Executive Session. The motion was approved.

Barry Frost made a motion, which was seconded by Brian Leonard, to amend Article VII, Section 1 of the SJWD Board of Commissioners By-Laws to call for the annual review of Commissioner

compensation to occur during budget preparation so any adjustments can be included accordingly.

DISCUSSION – WATER RATES AND FINANCIAL MODEL

Billy Cothran gave a recap of regarding recommended adjustments to the current water rate and requested that the Commission vote on these recommendations at their regularly scheduled October meeting.

MISCELLANEOUS ADMINISTRATIVE MATTERS

Upcoming Events:

- November 18-20, 2024 – SC Rural Water Conference, Myrtle Beach, SC
- December 3, 2024 – SJWD Christmas Party

At 12:16 p.m., Barry Frost made a motion, which was seconded by Brian Leonard, to adjourn the meeting. The motion was approved.


The next regular meeting is Tuesday, October 15, 2024, at 10:30 a.m.

Read & Approved

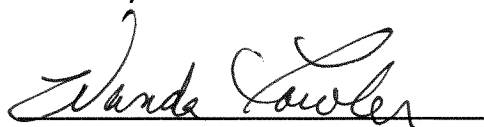








Wanda Fowler
Secretary



The regular Commission meeting of the SJWD Water District was held at 198 White Star Point, Spartanburg, South Carolina with the following present:

Commissioners: *Barry Frost, Brian Leonard, Frank Nutt, Wanda Fowler, and Buddy Carlton.*

Staff: *Billy Cothran, Kim Fortner, Josh Fulmer, Bradley Norman, Corey Bennett, Julie Gillespie, Dusty Peace, and Cam Miller.*

Guests: *Eddie Tallon from The Tallon Group
Bob Burnett, Bill English, and Marsha Madore - Lyman Lake residents
Seth Knight from Destination Dock*

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 10:30 a.m.

RECEIVE PUBLIC COMMENT

Buddy Carlton opened the floor for public comment. There was none.

APPROVAL OF SEPTEMBER 17, 2024 REGULAR MEETING MINUTES

Brian Leonard made a motion, which was seconded by Barry Frost, to approve the minutes from the September 17, 2024 regular meeting as written. The motion was approved.

UPDATE/STATUS: MONTHLY FINANCIAL AND OPEN CAPITAL PROJECTS REPORT

Staff provided the monthly financials and capital projects report to the Commission for September 2024.

PERMANENT STRUCTURE POLICY DISCUSSION

Staff provided an update of the permanent structure policy. Considering the number of requests for repair, due to damages related to Hurricane Helene, staff suggested the Commission hold a policy workshop in November to give full consideration to any potential or proposed changes to the policy.

COMPREHENSIVE MASTER PLAN

Brian Leonard made a motion, which was seconded by Barry Frost, to include the Comprehensive Master Plan in the 2025 Capital Improvements Plan.

MISCELLANEOUS ADMINISTRATIVE MATTERS

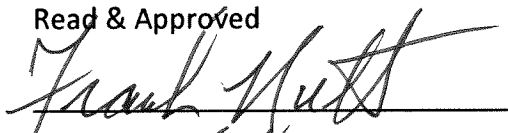
Upcoming Events:


- November 18-20, 2024 – SC Rural Water Conference, Myrtle Beach, SC
- November 26, 2024 – Permanent Structure Workshop
- December 3, 2024 – SJWD Christmas Party


At 12:24 p.m., Barry Frost made a motion, which was seconded by Frank Nutt, to adjourn the meeting. The motion was approved.

The next regular meeting is Tuesday, December 17, 2024, at 10:30 a.m.

Read & Approved







Wanda Fowler
Secretary



The special Commission meeting of the SJWD Water District was held at 198 White Star Point, Spartanburg, South Carolina with the following present:

Commissioners: *Barry Frost, Brian Leonard, Frank Nutt, Wanda Fowler, and Buddy Carlton.*

Staff: *Billy Cothran, Kim Fortner, Josh Fulmer, Bradley Norman, Corey Bennett, Julie Gillespie, Dusty Peace, Jeff Diaz, and Cam Miller.*

Guests: *Rob Tiro with Haynsworth Sinkler Boyd, P.A.,*

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 10:06 a.m.

RECEIVE PUBLIC COMMENT

Buddy Carlton opened the floor for public comment. There was none.

WATER RESOURCES UPDATE

Dusty Peace and Bradley Norman discussed the winter Lyman Lake drawdown that will begin in mid-December and extend through mid-February. The lowering of the lake level will aid in vegetation management and allow for a more visible lake assessment. In addition, this gives property owners a chance to access lake structures and make changes as needed.

Bathymetry studies are under way at Lyman Lake. These studies give a detailed visual of the topography, lakebed makeup, and water levels.

NON-FLOATING STRUCTURE POLICY

Billy Cothran gave an update of the current conditions of the 38 existing non-floating structures at Lyman Lake. The 38 structures fall into three categories: entry door needs removing, structure appears safe but needs repairs, and structure needs to be removed.

EXECUTIVE SESSION TO RECEIVE LEGAL ADVICE

No Executive Session was necessary.

ANY ACTION, IF NECESSARY, RESULTING FROM EXECUTIVE SESSION DISCUSSION

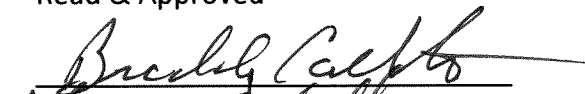
Barry Frost made a motion, which was seconded by Brian Leonard, to request the administration to present a new non-floating structure policy to the Commission at January 2025 regular meeting. The motion was approved.


At 12:36 p.m., Frank Nutt made a motion, which was seconded by Brian Leonard, to adjourn the meeting. The motion was approved.


The next regular meeting is Tuesday, December 17, 2024, at 10:30 a.m.

Read & Approved

Wanda Fowler
Secretary









The regular meeting of the SJWD Water District Commissioners was held at 198 White Star Point, Spartanburg, South Carolina, with the following present:

Commissioners: *Barry Frost, Frank Nutt, Wanda Fowler, and Buddy Carlton.* Brian Leonard was absent.

Staff: *Billy Cothran, Larry Christopher, Josh Fulmer, Julie Gillespie, Jeff Diaz, and Cam Miller.*

Guests: *Don Brown, Lyman Lake Resident
Karyn Lemon and Megan West, Halliday, Schwartz & Co.
Eddie Tallon, The Tallon Group*

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

Buddy Carlton called the meeting to order at 10:34 a.m.

RECEIVE PUBLIC COMMENT

Eddie Tallon updated the Commission on the South Carolina legislative calendar and current water-related and public utility topics being discussed and considered in relation to SJWD.

APPROVAL OF MEETING MINUTES

a. OCTOBER 15, 2024, REGULAR MEETING

Frank Nutt made a motion, seconded by Barry Frost, to approve the October 15, 2024, Regular Meeting minutes. The motion was approved.

b. NOVEMBER 14, 2024, SPECIAL CALLED MEETING

Frank Nutt made a motion, seconded by Barry Frost, to approve the November 14, 2024, Special Called Meeting minutes. The motion was approved.

PRESENTATION OF FISCAL YEAR 2024 ANNUAL COMPREHENSIVE FINANCIAL REPORT

Karyn Lemon presented the Annual Comprehensive Financial Report for the fiscal year ended June 30, 2024. The District received an unqualified (“clean”) opinion that all financial statements fairly presented the District’s financial position.

DISCUSSION AND DECISION REGARDING POTENTIAL SJWD CONTRIBUTION TO THE WATERLINE EXTENSION FOR VISTA TRAIL SUBDIVISION

Barry Frost made a motion, seconded by Frank Nutt, to approve a \$150,000 contribution (maximum per SJWD's Waterline Extension Policy) by SJWD toward the cost of the waterline extension for the Vista Trail subdivision (332 lots) along Hwy 129 in Wellford. The motion was approved.

Frank Nutt requested staff review the existing waterline extension policy, determine if any updates are required, and present the policy to the Commission for consideration and approval, if modifications are necessary.

DISCUSSION AND DECISION REGARDING THE ANNEXATION REQUEST FOR:

a. HOLLINS CREST SUBDIVISION

Barry Frost made a motion, seconded by Frank Nutt, to approve the annexation request for the Hollins Crest subdivision (located on Sharon Road and consisting of parcel 5-42-00-011.03). The motion was approved.

b. HICKORY RIDGE SUBDIVISION

Barry Frost made a motion, seconded by Frank Nutt, to approve the annexation request for the Hickory Ridge subdivision (located on Kist Road and consisting of parcels 5-35-00-038.00, 5-35-00-077.01, 5-35-00-077.00, 5-35-00-038.01). The motion was approved.

EXECUTIVE SESSION TO DISCUSS MATTER RELATED TO:

- a. POTENTIAL PROPERTY TRANSACTION NEAR SILBER LAKE ROAD**
- b. POTENTIAL PROPERTY TRANSACTION NEAR WHITE STAR POINT**

At 11:42 a.m., Barry Frost made a motion, seconded by Wanda Fowler, to enter Executive Session to discuss potential property transactions. The motion was approved.

At 12:19 p.m., Frank Nutt made a motion, seconded by Wanda Fowler, to exit Executive Session. The motion was approved.

ANY ACTION, IF NECESSARY, RESULTING FROM EXECUTIVE SESSION DISCUSSION

Barry Frost made a motion, seconded by Frank Nutt, to permit SJWD CEO Billy Cothran to execute the closing documents related to the sale of approximately 6.62 acres along Silver Lake Road to Mr. Marvin Anderson in exchange for an approximate 1.0-acre property along Silver Lake Road owned by Mr. Anderson and \$20,000.

At 12:24 p.m., Frank Nutt made a motion, seconded by Barry Frost, to adjourn the meeting. The motion was approved.

The next regular meeting is scheduled for Tuesday, January 21, 2025, at 10:30 a.m.

Read & Approved

Frank Nutt
Barry Frost
Buddy Carter

Wanda Fowler
Secretary

Wanda Fowler

