



LAURENS COUNTY WATER AND SEWER COMMISSION

September 6, 2016

8:15 a.m.

Called Board Meeting

Minutes

COMMISSIONERS PRESENT: Ted Davenport, Chairman (Municipal), Wofford Woods (I), Philip O'Dell (II), Jurell Byrd (III), Bill Teague, Treasurer (IV), Susan Curry (V), John McMurray (VI) and E.L. Mason, Secretary (VII)

STAFF: Jeff Field, Executive Director
Kevin Anderson, Director of Operations and Engineering
Debbie Price, Executive Administrative Assistant
Angie Nelson, Director of Administration and Customer Service
Wendy Workman, Director of Finance

ATTORNEY: Allen M. Wham

PRESS:

GUEST: Debra Green, Area Specialist, USDA

Call to Order

Invocation

New Business

1. Proposed Conflict of Interest Policy
2. Presentation of Proposed Lake Greenwood Water Treatment Facility Funding by USDA
– Rural Development

Adjourn

CALL TO ORDER

Chairman Davenport called the meeting to order at 8:30am in the Board Room of the Laurens County Water and Sewer Commission.

Invocation was given by Commissioner McMurray

New Business

1. Proposed Conflict of Interest Policy

Mr. Field discussed a proposed Conflict of Interest Policy, which is part of the requirements in the Rural Utilities Service Letter of Conditions. The policy applies to all Commissioners, Officers, and Directors.

Highlights of the policy include:

- Duty to Disclose
- Recusal of Self
- Determining Whether a Conflict of Interest Exists
- Procedures for Addressing the Conflict of Interest
- Violations of the Conflicts of Interest Policy

Each director, principal officer and member of a committee with governing board delegated powers will be required to sign an annual statement which affirms such person:

- Has received a copy of the conflicts of interest policy,
- Has read and understands the policy,
- Has agreed to comply with the policy, and
- Understands the Commission is subject to the Ethics Act.

Commissioner Byrd MOVED *to approve the Conflict of Interest Policy as written.*
MOTION SECONDED by Commissioner McMurray. MOTION CARRIED. AYES, 7;
NAYS, 0

2. Presentation of Proposed Lake Greenwood Water Treatment Facility Funding by USDA – Rural Development

Mr. Field opened the discussion of the proposed Lake Greenwood Water Treatment Facility Funding.

Ms. Green, Area Specialist, USDA, provided a copy of the Letter of Conditions for USDA funding and discussed key points.

The funds will be used for the following: Construction of a water treatment plant on Lake Greenwood, raw water intake, 10,300 ft. raw water line alignment along State Roads 30-152 between the intake and WTP, 132,400 ft. of finished water line and three booster pump stations to be located at Waterloo Tank Site, Cross Hill Tank Site and Maddens Tank Site.

The loan of \$34,810,000 will be divided into four obligations, each in the amount of \$8,702,500 with payments of \$27,587 on each loan. The payments will be 4 equal monthly amortized installments beginning one month after the closing date. All projects must be completed and all funds disbursed within five years of obligation.

This letter of conditions is based on system users. There must be at least 13,440 residential users, 148 industrial/commercial uses, 248 small commercial and 1 bulk/wholesale user on the existing system when construction is completed.

LCWSC must establish a debit service reserved and short-lived asset reserve to fund unanticipated emergency maintenance and repairs and assist with debt service if the need arises. A construction account must also be established for all funds related to the project.

Ms. Green also discussed requirements for engineering services, contract documents, legal services, property rights, and system policies and procedures such as the conflict of interest policy

Commissioner Woods MOVED *to approve the Lake Greenwood Water Treatment Facility Funding by USDA Rural Development as submitted.* MOTION SECONDED by Commissioner Byrd. MOTION CARRIED. AYES, 7; NAYS, 0

Adjourn

Commissioner Curry MOVED that the *Board of Commissioners meeting be adjourned.* MOTION SECONDED by Commissioner Woods. MOTION CARRIED. AYES, 7; NAYS, 0

There being no further business, the meeting was adjourned at 9:30am.

I certify that the above Minutes accurately reflect the business conducted at the called Commission meeting on September 6, 2016 and that the minutes were approved at the meeting held September 27, 2016.



E. L. Mason, Secretary