

MINUTES OF REGULAR MEETING OF COMMISSIONERS
OF LANCASTER COUNTY WATER & SEWER DISTRICT

A regular meeting of the Board of Commissioners of Lancaster County Water & Sewer District was held at Lancaster County Water & Sewer District's Administrative Office in the Conference Center Board Room at 6:30 p.m., on Tuesday, April 18, 2023, after due notice of the time, place, and purpose of such meeting.

Members Present: Gerald White, Doc Steele, Robert Barr, Jimmy Deaton, Larry Hammond, Robert Harris, Stephen White, Mike Williams and RJ Clyburn.

Members Absent: N/A

In addition, there were present: Brad Bucy, District Manager; Margaret Flow, Business Manager; Wes Carter, Operations Manager; Randy Hawkins, Chief Administrative Staff Person for Catawba River Water Supply Project; Kerri Baker, Finance Director; English Henderson, HR Director; Cayce Price, Administrative Assistant; Susan Driscoll, District Legal Counsel; via online application – Jim Sheedy, District Legal Counsel; and Bruce Johanson, JER HR Consultants.

Gerald White called the meeting to order at 6:30 pm. and chaired the meeting.

Approval of Minutes

Gerald asked if there were any questions or proposed changes to the February 14, 2023, Commission Meeting Minutes. Hearing none, he then asked for a motion to approve the February Meeting Minutes. Robert Barr made a motion to approve. Doc Steele seconded. All approved.

Executive Session

Mike Williams made a motion to enter into Executive Session on the topic of the LCWSD 2023 Job Valuation and Compensation Study at 6:30 pm. Jimmy Deaton seconded. All approved.

Doc Steele made a motion to come out of Executive Session at 7:34 pm. Larry Hammond seconded. All approved. There was no action taken.

Approval of Audit Services for Greene Finney Cauley, LLP

Brad explained that LCWSD has been utilizing Halliday, Schwartz & Co. as its audit firm for more than ten years. It is recommended by staff and by industry standards to change audit firms on a regular basis to enhance fiscal control. LCWSD prepared a Request for Proposal (RFP) for financial audit services, in response to which two (2) proposals were received. The scoring criteria outlined in the RFP was utilized to evaluate the responses. The points system included mandatory criteria, personnel qualifications, work experience, and cost. The unanimous selection by staff was Greene Finney Cauley, LLP. The selection is anticipated as a five (5) year contract. The pricing for the first year will be \$28,300 with an estimated single audit requirement of

\$4,000 for our EDA grant. Their inclusive pricing anticipates a 4% increase in inflation per year. The fees for the proposals were in line with each other and with our prior services. Legal has reviewed the proposed services agreement.

Jimmy Deaton made a motion to approve management signing the engagement letter for Greene Finney Cauley, LLP for a multi-year accounting contract. Mike Williams seconded. All approved.

Approval of Second Amendment – Roselyn Reimbursement Agreement

Brad presented a drawing which showed the Roselyn Development and the LCWSD water master plan identifying a 24" water line from North Corner Elevated Tank, through Roselyn, to Riverside Road and ultimately terminating near Grace Avenue. A previous amendment to the Agreement was executed with Lennar in the amount of \$365,127.31 on November 9, 2021 to upsize Phase 1 water infrastructure from 16-inch to 24-inch. The proposed second amendment will upsize an additional 5,644LF of water line from 16-inch to 24-inch in the amount of \$961,222.40. The costs related to the upsizing are provided as an exhibit to the amendment. The funding is budgeted from our Capital Improvement Funds.

Doc Steele made a motion to approve the Second Amendment to Roselyn Reimbursement Agreement with Lennar Carolinas, LLC in the amount of \$961,222.40. Stephen White seconded. All approved.

Approval of Memorandum of Agreement of SCDOT In-Contract Utility Relocation – Marvin Road

SCDOT will perform a road widening and alignment project at Marvin Road and US Hwy 521. LCWSD has to relocate and upgrade existing utilities in the highway right-of-way in order to accommodate the proposed SCDOT initiative. LCWSD can notify SCDOT and schedule to self-perform the utility work or request the work to be included "In-Contract" within SCDOT's scope. Due to the congested intersection, short timeframe, and overlapping project goals, it is not realistic for LCWSD to perform in the timeframe allotted by SCDOT. Therefore, it is recommended to request SCDOT to perform the work "In-Contract" and reimburse the cost to SCDOT.

The total estimated cost is \$1,119,948. The estimated cost of LCWSD's share is \$1,017,636. SCDOT's share is estimated to be \$102,312. Funding will be budgeted from a combination of Capital Improvement Funds and Gross Revenue Funds.

Robert Harris made a motion to approve the Memorandum of Agreement of SCDOT In-Contract Utility Relocation near Marvin Road upon staff and legal's review and agreement to final terms thereof. Larry Hammond seconded. All approved.

Adjourn

Robert Barr made a motion to adjourn at 7:53pm. Doc Steele seconded. All approved.



Robert Barr, Secretary