

MINUTES
REGULAR MEETING
MARCH 21, 2023
CORRECTED 08/15/2023

The regular monthly meeting of the Parker Sewer and Fire Subdistrict Commission was held on Tuesday, March 21, 2023, at 4 p.m. Notices were posted and sent according to Freedom of Information Act requirements.

Commissioners present: Mr. Randall Jones, Chairman
~~Mr. Cam Salle', Vice Chairman~~
Mr. Alan Kay, Secretary/Treasurer
Ms. Sarah Franco, Member
Mr. Wayne Moore, Member

Also present: Mr. Chuck Naray, Financial Administrator
Chief Gregory Farley, Fire Department
Mr. Mark Jacobs, Fleet Maintenance Supervisor
Mrs. Jennifer Beckett, Commissioners' Assistant
Ms. Shannon Pritchett, Commissioners' Assistant

Absent: Mr. Cam Salle', Vice Chairman

The Chairman called the meeting to order at 4 p.m.

The Chairman declared that, in compliance with SC Freedom of Information Act, the following media was notified:

Greenville News via fax 864-298-4395 on March 17, 2023, at 9:03 a.m. at Fax #864-240-5329
Channel 4 News via fax 864-240-5329 on March 17, 2023, at 9:04 a.m. at Fax #864-298-4395

Mr. Wayne Moore gave the invocation.

Everyone stood for the Pledge of Allegiance.

The Minutes of ~~February~~ January 17, 2023, were approved with correction.

Under old business, Ms. Shannon Pritchett explained the Millage Funds Accessibility Timeline document to the commissioners located on Page 3 of the commissioner packets. Due to the current rate of return with the SC Investment Pool account, Ms. Pritchett recommended moving the Fire Capital Assets funds to the SC Investment Pool. After discussion, Mr. Alan Kay made a motion to transfer \$900,000.00 of the Fire Capital Assets funds from the Bank of Travelers Rest to the SC Investment Pool account. Ms. Sarah Franco seconded the motion; all in favor, motion carried.

Under new business, Ms. Franco presented the commission with a proposed Organizational Chart located on Page 4 of the commissioner packets. The Organization Chart was clarification on the department separations and how they should be treated. The commission agreed.

Mr. Chuck Naray presented the commissioners with the proposed budget timeline calendar for FY 2023 – 2024

located on Page 5 of the commissioner packets. After discussion, changes were made, and it was advised to provide an updated calendar.

Ms. Shannon Pritchett gave a brief overview of the Summary of Estimated Charges in the General Fund Balance Summary of Revenue and Expenditures for the month of February located on Pages 6 through 15 of the commissioner packets; and the Administration's monthly financial report located on Page 7. Each Department Head gave a summary of their monthly budget reports.

The Administration Department's other reports were included in the packets.

Chief Farley updated the commission on the Fire Department's monthly financial report located on Page 8; and the department's monthly reports located on Pages 16 through 19 of the commissioner packets.

The Fire Department's other reports were included in the packets.

Chief Farley brought the commission's attention to Pages 20 through 30 of the commissioner packets. Chief Farley proposed a purchase of Traffic Preemption System and stated: "This is a budgeted item." After a lengthy discussion, Mr. Kay made a motion to allow Chief Farley to purchase the Traffic Preemption System from J.Q & G. Inc, not to exceed the amount of \$200,000.00; Mr. Moore seconded the motion; 4 in favor and **Chairman against**, motion carried.

Mr. Mark Jacobs updated the commission on Fleet Department's monthly financial report located on Page 9. Mr. Jacobs also gave a brief narrative of vehicles that Fleet worked on during the month and informed the commission on the Fleet Maintenance Department's monthly reports located on Pages 33 through 38 of the commissioner packets.

The Fleet Department's other reports were included in the packet.

The chairman called for short break. The break began at 5:50p.m. and ended at 6:00 p.m.

Mr. Kay made a motion to go into executive session for personnel matters; Mr. Moore seconded the motion; motion carried. The executive session began at 6:00 p.m. and ended at 8:54 p.m. The Chairman stated there was nothing to report from the meeting.

There being no further business, the meeting adjourned at 8:55 p.m.

Mr. M. Alan Kay, Secretary/Treasurer



Attachments: Media Notification Documents (4 pp)