

MINUTES
REGULAR MEETING
MAY 16, 2023

The regular monthly meeting of the Parker Sewer and Fire Subdistrict Commission was held on Tuesday, May 16, 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: Chief Gregory Farley, Fire Department
Mr. Mark Jacobs, Fleet Maintenance Supervisor
Mrs. Jennifer Beckett, Benefits/Payroll Administrator
Ms. Shannon Pritchett, Financial Administrator

Guest: Fire Marshal Stephen Saylor

The Chairman called the meeting to order at 3:59 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 May 12, 2023, at 9:30 a.m. at Fax #864-240-5329
Channel 4 News via fax 864-240-5329 on May 12, 2023, at 9:31 a.m. at Fax #864-298-4395

Mr. Cam Salle' gave the invocation.

Everyone stood for the Pledge of Allegiance.

The Minutes of April 18, 2023, were approved as written.

The SC Minutes of April 26, 2023, were approved as written.

Chief Farley welcomed Fire Marshal Stephen Saylor to the meeting. Chief Farley recognized Fire Marshal Stephen Saylor and Deputy Fire Marshal James Walker for their active participation in developing risk reduction strategies to reduce fire-related injuries in our community, earning the 2022 Fire Safe South Carolina Designation.

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 April located on Pages 22 through 32 of the commissioner packets; and the Administration's monthly financial report located on Page 25.

Each Department Head gave a summary of their monthly budget reports.

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

The Chairman opened the floor to discuss Fiscal Year 2023 – 2024 Draft Budget located on Pages 4 through 21 of the commissioner packets. Ms. Pritchett recommended to pay the 2023 – 2024 Worker's Compensation invoice

out of the excess funds received during the current fiscal year. After discussion, Mr. Cam Salle' made a motion that we pay the 2023 – 2024 Worker's Compensation invoice in the amount of \$166,450.00 out of the funds received during the current fiscal year. Mr. Wayne Moore seconded the motion; all in favor, motion carried.

After a lengthy discussion regarding decreasing the millage. Mr. Salle' made a motion to proceed with decreasing the millage if the bond attorney agreed. Ms. Franco seconded the motion; all in favor, motion carried.

Chief Farley updated the commission on the Fire Department's monthly financial report located on Page 26; and the department's monthly reports located on Pages 33 through 36 of the commissioner packets.

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

Chief Farley brought the commissions' attention to Pages 37 through 47 of the commissioner packets. Chief Farley explained the Request for Qualification pertaining to the construction of station 54 and the possible renovation/addition of station 53 was sent to the list located on Page 46. After careful consideration, the committee selected three architectural firms: DP3, Stewart-Cooper-Newell, and ADW that will move forward to the next phase. The next phase will be an in-person or zoom meeting with these three companies. Tentatively, these presentations will be held in the last week of May or the first week of June.

Mr. Mark Jacobs updated the commission on Fleet Department's monthly financial report located on Page 28. 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 48 through 54 of the commissioner packets.

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

There being no further business, the meeting adjourned at 7:41 p.m.

Mr. M. Alan Kay, Secretary/Treasurer



Attachments: Media Notification Documents (4 pp)