

MINUTES
REGULAR MEETING
OCTOBER 17, 2023

The regular monthly meeting of the Parker Sewer and Fire Subdistrict Commission was held on Tuesday, October 17, 2023, at 4 p.m. Notices were posted and sent according to Freedom of Information Act requirements.

Commissioners present: 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

Absent: Mr. Randall Jones, Chairman

The Vice Chairman called the meeting to order at 4:02 p.m.

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

Greenville News via fax 864-298-4395 on October 13, 2023, at 9:05 a.m.
Channel 4 News via fax 864-240-5305 on October 13, 2023, at 9:18 a.m.

Mr. Wayne Moore gave the invocation.

Everyone stood for the Pledge of Allegiance.

The Minutes of September 19, 2023, were approved as written.

Under old business, the Vice Chairman brought the commission's attention to three (3) policies, Training Policy, Travel Policy, and the Boot Allowance Policy located on Pages 3 through 12 of the commissioner packets. After a lengthy discussion, the Vice Chairman recommended the policies be updated with the suggested changes from tonight's meeting and presented in the next meeting for approval.

Under old business, the Department Heads received a greater understanding of the commission's objectives on the Tuition Reimbursement Policy. It was recommended that Ms. Sarah Franco, Mr. Cam Salle', and the Department Heads get together and revise the policy as discussed and present the revisions to the commission in the next meeting.

The Vice Chairman called for a short break. The break began at 5:46 p.m. and ended at 5:52 p.m.

Ms. Shannon Pritchett gave a brief overview of the Summary of Estimated Charges in the General Fund Balance and Summary of Revenue and Expenditures for the month of September located on Pages 13 through 28 of the commissioner packets; and the Administration's monthly financial report located on Page 29. 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 30; and the department's monthly reports located on Pages 31 through 34 of the commissioner packets. The Fire Department's other reports were included in the packets.

Mr. Mark Jacobs updated the commission on Fleet Department's monthly financial report located on Page 35. 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 36 through 50 of the commissioner packets. The Fleet Department's other reports were included in the packet.

There being no further business, the meeting adjourned at 6:24 p.m.



M. Alan Kay

Mr. M. Alan Kay, Secretary/Treasurer

Attachments: Media Notification Documents (4 pp)

