

**MINUTES
REGULAR MEETING
FAIRFIELD JOINT WATER SEWER SYSTEM
NOVEMBER 28, 2023**

Present: John McMeekin, Chairman; Jason Taylor, Treasurer; Laura Johnson, Kyle Crager, Robert Arndt, Don Prioleau, Commissioners; C.D. Rhodes, Attorney; Patti Davis, Secretary.

Absent: Doug Pauley.

The Fairfield Joint Water Sewer Service met in regular session on November 28, 2023, at 6:00 p.m. at the Midlands Technical College Fairfield Campus. In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80 (e), as amended, the following persons and/or organizations have been notified of the time, date and location of this meeting: The Independent Voice of Blythewood and Fairfield, The Country Chronicle and other individuals associated with distribution lists for the Town of Winnsboro, Fairfield County and the Town of Ridgeway.

1. CALL TO ORDER

Chairman McMeekin called the Regular Meeting to order at 6:00 p.m.

2. APPROVAL OF AGENDA

Motion made by Commissioner Crager, seconded by Commissioner Johnson, to approve the agenda. ***The motion carried 6-0.***

3. APPROVAL OF MINUTES

Motion made by Commissioner Johnson, seconded by Commissioner Taylor, to approve the minutes from the Regular Meeting of September 27, 2023. ***The motion carried 6-0.*** Motion made by Commissioner Crager, seconded by Commissioner Taylor, to approve the minutes from the Technical Committee of October 4, 2023. ***The motion carried 6-0.*** Motion made by Commissioner Johnson, seconded by Commissioner Taylor, to approve the Finance Committee minutes of October 4, 2023. ***The motion carried 6-0.***

4. ISSUANCE OF REQUESTS FOR LETTERS OF INTEREST FOR WASTEWATER TREATMENT PLANT

Mr. Rhodes stated the most recent request for letters of interest was distributed with the agenda. This was discussed in a prior meeting to consider and advise on how to proceed. The suggestion was made to distribute a request for letters of interest in order to give interested parties an opportunity to reach out in a less formal way to obtain additional information on the project itself. The Technical Committee, beginning with Mr. Crager, was tasked with marking up the original RFP. Mr. Rhodes feels the document is in substantially

final form. Commissioner Crager stated he is good with the current document. Mr. Rhodes stated approval from the Commission is not necessarily required for this item. Commissioner Taylor, as the procurement manager, has the authority to issue this, but it does make sense for the Commission to sign off on this early document. Chairman McMeekin stated the decision had been made to run this before the whole Commission to make sure everyone has had a chance to read through the document and that everyone is satisfied. Commissioner Johnson also stated she has gone over the document and made changes. Commissioner Crager inquired of the duration of the advertisement. Commissioner Johnson stated she had this question at the last meeting, and the response was to advertise for two weeks. In addition, some further questions will need to be answered, such as where the interviews would be held and the deadline for written questions, etc. Commissioner Taylor questioned if two weeks would be enough time for turnaround on this type of request. Commissioner Crager stated a question deadline of two weeks is very applicable in this case with maybe two weeks after that for the letters of interest. He also would not be opposed to 45 days either because of the time of year. Mr. Rhodes suggested a deadline for questions sometime prior to Christmas, perhaps the week of the December 19, with interviews the week of January 8. January 15 will be the deadline for the LOI. Commissioner Taylor inquired where this will be advertised. Mr. Rhodes stated the last document was placed on SCBO, and further suggestions were Rural Water and S.C. Municipal Association. Commissioner Crager stated the Municipal Association has prequalified firms in geographic areas. Chairman McMeekin feels this would be a good idea. Mr. Rhodes stated he will send a final read line document to the Technical Committee members, and shortly after this, the County will distribute.

5. JOB POSTING FOR PROJECT MANAGER

Commissioner Johnson stated there was only one change, which has been made, and this is ready to advertise. Mr. Rhodes again stated no action is needed for this item to be advertised. Commissioner Taylor stated the Municipal Association has a wonderful site for job postings as does the County Association. There is also Rural Water.

6. EXECUTIVE SESSION: (The following statement is provided in compliance with the South Carolina Freedom of Information Act: Subsequent to Executive Session, the Commission may take action on matters discussed in Executive Session.)

At 6:25 p.m., motion made by Commissioner Taylor, seconded by Commissioner Crager, to exit regular session and enter executive session for (a) Legal Update on Proposed 208 Amendments and (b) Legal Update on Easement Acquisition for Winnsboro Connector Project. ***The motion carried***

6-0. Mr. Rhodes stated no action will be taken on either of these items at tonight's meeting. Chairman McMeekin inquired of Mr. Rhodes if he is comfortable with the Commission's progress. Mr. Rhodes stated this body and the individual entities have made more progress over the last six to eight months than in the past six years. He is quite satisfied, and even though there is much work to do on the Winnsboro Connector Project, he feels we are ahead of the game and in good shape. Chairman McMeekin stated this is a testament to everyone in the room. At 7:15 p.m., motion made by Commissioner Crager, seconded by Commissioner Taylor, to exit executive session and return to regular session. ***The motion carried 6-0.*** All discussion was taken as information only.

7. ADJOURN

At 7:15 p.m., it was moved by Commissioner Johnson, seconded by Commissioner Taylor, to adjourn. ***The motion carried 6-0.***



PATTI L. DAVIS
SECRETARY



JOHN MCMEEKIN
CHAIRMAN