

**MINUTES  
TAYLORS FIRE & SEWER DISTRICT  
REGULAR BI-MONTHLY MEETING  
JANUARY 9, 2024**

The regular bi-monthly meeting of the Board of Commissioners was held at the District Office in the Board Room, 3335 Wade Hampton Blvd., Taylors, South Carolina at 4:30 pm.

**BOARD MEMBERS PRESENT**

Jeff Hannah, Commission Chairman re-elected to remain Commission Chairman  
Paul Bowen, Commission Vice Chairman/Treasurer transitioned to Commission Secretary  
Ken Carter, Commission Secretary transitioned to Commission Vice Chairman/Treasurer

**STAFF PRESENT**

Bobby Baker, Fire Chief  
Shane Bagwell, Deputy Chief  
Alicia Jenkins, Administrative Data Coordinator  
Stephanie Hackler, Senior Accounting & HR Specialist  
Marty Dixon, Assistant Chief  
Todd Jennings, Fire Marshal

**OTHERS PRESENT:**

Jaime Daniel, D'Anne Hannah, Todd Mann (Hogan Construction Group, LLC), Jared Sang (DP3 Architects, LTD)

The meeting was called to order by Chairman Hannah at 4:30 pm.

Chairman Hannah stated that the media outlets who requested notification of this bi-monthly meeting were notified via door posting, email, website, Facebook, and X.

Chairman Hannah led everyone in saying the Pledge of Allegiance.

Senior Accounting & HR Specialist Hackler administered the Oath of Office to re-elected Commissioner Jeff Hannah and swore him in for another term as Commissioner for the Taylors Fire and Sewer District.

Chairman Hannah called for the election of Officers. Vice Chairman/Treasurer Bowen nominated Secretary Carter to transition to Commission Vice Chairman/Treasurer and re-elected Commissioner Hannah to remain as Commission Chairman. With that nomination, Commissioner Bowen transitioned to Commission Secretary.

Chairman Hannah opened the floor for a New Station/Headquarters update. DP3 and Hogan updated the Board on the ongoing construction of the New Station/Headquarters and a brief discussion ensued.

Chairman Hannah presented the minutes from the regularly scheduled bi-monthly meeting held on November 14, 2023, at 4:30 pm. Secretary Bowen made a motion to accept the minutes as written. Vice Chairman/Treasurer Carter seconded the motion. The motion carried unanimously.

Chairman Hannah recognized Fire Chief Baker for the Fire Department Report. Fire Chief Baker reviewed the meetings attended during the previous months, as well as upcoming meetings/training. He recognized the years of service, resignations, and deployment for various personnel. Fire Chief Baker announced that the 2004 Pierce/Ford F-550 4X4 Brush Truck has been sold for \$25,000.00 to

Brindlee Mountain Fire Apparatus in Alabama and was picked up on January 3, 2024. Fire Chief Baker reminded the Board that 2024 South Carolina State Ethics Reports are due by Saturday, March 30, 2024, at 12:00 pm. Fire Chief Baker then announced that Fire Marshal Jennings submitted the first quarterly fire inspection reports to the South Carolina Department of Labor, Licensing and Regulations Fire and Life Safety Division. Lastly, Fire Chief Baker summarized the Incident Response Reports for the months of November and December 2023 and the annual Incident Response Report from January 1, 2023 to December 31, 2023, as well as the 2023 South Carolina Fire Fatalities Report as of December 31, 2023. With there being no questions or comments with the Fire Department Report, Secretary Bowen made a motion to accept the Fire Department Report as presented. Vice Chairman/Treasurer Carter seconded the motion. The motion carried unanimously.

Chairman Hannah recognized Mrs. Jaime Daniel for the Financial Reports. Mrs. Daniel reviewed the Financial Reports from July 1, 2023 through November 30, 2023. She detailed the statements of net position, the statements of activities, general funds, and the cash flow statements. With no questions or comments with the Financial Reports, Secretary Bowen made a motion to accept the Financial Reports as presented. Vice Chairman/Treasurer Carter seconded the motion. The motion carried unanimously.

Under old business, the discussion regarding the need, timeline, financials, and specifications for purchasing a new fire truck continued from the November 14, 2023 bi-monthly meeting. Mrs. Daniel and Senior Accounting & HR Specialist Hackler gave their financial advice on purchasing a new truck, with preferences not to make a purchase before July 1, 2025. A lengthy discussion ensued. A request was made for funds not to exceed \$2,000,000.00 for a new fire apparatus. Vice Chairman/Treasurer Carter made a motion to accept the request on the floor for funds up to \$2,000,000.00 provided funds are available and specifications from Mechanic Mosley and/or the Chiefs are met. Vice Chairman/Treasurer Carter went on to designate Deputy Chief Bagwell to execute any necessary documents. Secretary Bowen seconded the motion. The motion carried unanimously.

Also under old business, Senior Accounting & HR Specialist Hackler updated the Board on the 2023 Christmas Gift Fund and thanked everyone involved. She announced that the Department partnered with LEO Santa and was able to help 17 children, leaving a small balance for the 2024 Christmas Fund.

A brief discussion then ensued under old business regarding the purchase of new turn-out gear. Senior Accounting & HR Specialist Hackler suggested budgeting the turn-out gear for the next fiscal year being that the need is not immediate.

Lastly, Senior Accounting & HR Specialist Hackler announced to the Board that the Fiscal Year 2023 Audit will be presented in March.

Under new business, Senior Accounting & HR Specialist Hackler reminded the Board that the South Carolina Special Purpose District Legislative Breakfast will be held on Thursday, January 18, 2024 at 8 am. She then asked for a headcount for those attending the breakfast. The Board confirmed that all three members will be in attendance.

Also under new business, Senior Accounting & HR Specialist Hackler presented the Board with furniture options for the Commissioners' conference room for the new Fire Station/Headquarters. The Board confirmed that they had no specific furniture preferences and would accept any of the options.

Lastly, under new business, Senior Accounting & HR Specialist Hackler asked if the Board had any objections to scanning older paper files to an external hard drive and shredding them afterwards, keeping what is legally obligated to be kept, in order to cut down on what needs to be moved over to the new Fire Station/Headquarters and to purchase small desktop scanners to do so. The Board had no objections and approved any necessary purchases.

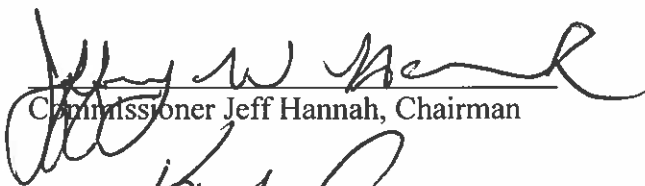
Fire Chief Baker then reminded the Board that Monday, January 15, 2024 is Martin Luther King, Jr. Day and the District Office would be closed to observe the holiday.

Secretary Bowen made a motion to go into executive session as per SC Code of Law Section 30-4-70(a)(1) and 30-4-70(a)(2) for discussion of compensation of employees, Commissioners, and other employment related issues; and for the discussion of negotiations incident to proposed contractual arrangements related to the proposed sale, swap, or purchase of property by the District. Vice Chairman/Treasurer Carter seconded the motion. The motion carried unanimously. The Board entered executive session at 6:14 pm.

Secretary Bowen made a motion to exit executive session. Vice Chairman/Treasurer Carter seconded the motion. The motion carried unanimously. The Board exited executive session at 7:14 pm. No action was taken during executive session.

There was no public comment.

There being no further business, Vice Chairman/Treasurer Carter made a motion to adjourn the meeting. Secretary Bowen seconded the motion. The motion carried unanimously, and the meeting was adjourned at 7:15 pm.

  
Commissioner Jeff Hannah, Chairman

3-12-24  
Date Minutes Approved

  
Commissioner Ken Carter, Vice Chairman/Treasurer

  
Commissioner Paul Bowen, Secretary