

COMMISSIONERS OF PUBLIC WORKS

Minutes of January 12, 2012

The regular meeting of the Board of Commissioners of Public Works was held on Thursday, January 12, 2012 at 10:00 a.m., in the Boardroom at 121 West Court Avenue.

In attendance:

Gene P. Hancock	Steve D. Reeves, Jr.	Jerry Smith	Bill Patrick
Michael G. Monaghan	Ken Barnett	Jeff Auman	Stacia May
Henry O. Watts	Eduardo Noriega	Jeff Chapman	Chris Trainor
	Carlos Cometto	Richard Gentry	
	Jeff Meredith	George Petersen	

- I. Chairman Monaghan called the meeting to order. The invocation was given by Commissioner Watts.
- II. Chairman Monaghan gave the statement of compliance with the notification provision of the Freedom of Information Act.
- III. Business:
 - A. Manager Reeves noted a budget work session held back in December of 2011. He presented the 2012 budget totaling \$67,925,960, including changes made during the work session for consideration. He stated that the budget is balanced, with no recommendations for rate increases to any utility funds. He added that the recommendation also included a transfer to the Electric Rate Stabilization Fund, in the amount of \$498,330.

A motion to approve the budget as presented was made by Commissioner Hancock, and seconded by Chairman Monaghan; the motion was unanimously approved.
 - B. Manager Reeves recalled recent discussions regarding a security system at the water treatment plant, during which the Board had requested upgrades to provide alarms to alert employees of the presence of someone. He stated that as staff began looking into these additions, they found that these bells and whistles would add about \$4,000 to \$5,000, bringing the total cost to around \$56,000 to \$57,000. He continued that one of the bidders had provided a digital alarm system putting the cost in the range of \$60,000 to \$61,000. Staff found that the digital system could accomplish all of the bells and whistles without any adders. Manager Reeves requested that the motion from December approving the low bidder be rescinded and all bids rejected. He

concluded that they would now like to rewrite the specifications and rebid the item.

A motion to rescind the previous motion, reject all bids, and rebid the security system was made by Commissioner Hancock; the motion was seconded by Commissioner Watts, and unanimously approved.

- C. Manager Reeves referred to an annual advertising agreement with *The Index Journal* for \$12,000 to provide ads for natural gas and other ads. He stated that grant monies had been received for the 811 Call Before You Dig Campaign; \$8,000 of that grant is designated for advertising. He requested that the \$8,000 be added to the original \$12,000 request, for a total of \$20,000.

A motion was made by Commissioner Watts, seconded by Commissioner Hancock, and unanimously approved.

IV. Other Business:

1. Manager Reeves informed the Commissioners of a request from the Employees for Excellence Committee, who plans the annual benefits banquet, for consideration of a new venue for February 23. The committee would like to hold the banquet at the Federal Building, mostly due to lack of space at the COC. He noted that there would be no cost to use the Federal Building. Chairman Monaghan commented that they would have to set up the tables; Manager Reeves responded that the Federal Building would set up everything. Commissioner Watts inquired about parking; Manager Reeves responded that parking would only be a problem in that there are not many spaces at the front, adding that three spaces would be reserved in front for the Commissioners. There should be plenty of parking in the evening in the back parking lot. Chairman Monaghan asked if there would be a performance at the theatre next door; Manager Reeves responded that someone would check. Chairman Monaghan expressed disappointment with not using the American Legion, because they need the business, and have a big parking lot and a large interior area. Manager Reeves responded that for the last twenty years, the Committee had made the plans and arrangements for the most part. The American Legion was mentioned to them. He continued that it is an employee function, and they have chosen the Federal Building, pending the blessings of the Commissioners. Commissioner Hancock asked about square footage; Manager Reeves responded that the large room would comfortably seat over 200 at round tables; the maximum attending the banquet in the past has been around 150. Commissioner Watts expressed that he had no objection

with moving it if everything can be worked out. Manager Reeves concluded that they would find out about a theatre performance on February 23.

2. Manager Reeves noted that execution of signatures for new bank cards from Countybank was needed for all three Commissioners. This was due to the change in staffing with Ms. Giannetti no longer working here.
3. Manager Reeves presented a request from Self Regional Healthcare to waive approximately \$4,000 in fees and costs for labor and equipment to relocate some electrical services at the intersection of Wells and South Main. He noted that we would typically charge them; however, since Self is planning to build a fairly large facility on that corner, it might be appropriate to waive those fees. Mr. Meredith noted that services would have to be relocated to an ATM in the Price Wise Foods parking lot. Manager Reeves continued that in addition, they have asked us to waive the cost of relocating a fire hydrant, at just under \$1,000. He added that the larger facility would use considerably more electricity than what is there now. The Commissioners were in agreement to waive the costs.
4. Manager Reeves requested a list of names of those who plan to attend the Chamber of Commerce Annual Dinner on Friday, January 26, at the Little River Multi-Cultural Complex.
5. Mr. Noriega reported that CSX had approved the first phase of the permit at Promised Land. CSX sent back paperwork and that information has now been returned to them. CSX has promised to have the permit to us in a couple of weeks. He noted that we first paid them for an engineering review; now we are paying for their contractual agreement.

V. Executive Session:

A motion was made by Commissioner Watts and seconded by Commissioner Hancock to go into *Executive Session* for contractual and personnel matters; the motion was unanimously approved.

VI. With no further business, the meeting was adjourned.

Approved: _____, 2012

Secretary