

COMMISSIONERS OF PUBLIC WORKS
Minutes of February 23, 2012

The regular meeting of the Board of Commissioners of Public Works was held on Thursday, February 23, 2012 at 10:00 a.m., in the Boardroom at 121 West Court Avenue.

In attendance:

Gene P. Hancock	Steve Reeves	Vickie Gorham	Bill Patrick
Michael G. Monaghan	Ken Barnett	Jeff Auman	Stacia May
Henry O. Watts	Richard Gentry	Chris Lindley	David Tuck
	George Petersen	Jeff Meredith	Wayne Bartley
	Jerry Smith	Jeff Chapman	
	Eduardo Noriega	Carlos Cometto	

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. Approval of Minutes:

A motion was made by Commissioner Hancock and seconded by Commissioner Watts to approve the minutes of the regular meetings on January 12, 2012 and January 26, 2012; the motion was unanimously approved.

IV. Financial Statement:

Commissioner Watts asked if the figure shown for collection of bad debt was the amount collected. Mr. Barnett responded that with what comes in versus what is written off as bad debt, more was actually written off than collected for the full year. Commissioner Watts asked if Metro was included; Mr. Barnett responded that money received goes into the bucket to pay off different things, and if some part is theirs, eventually they get their part. Chairman Monaghan noted \$4.7 million shown in accounts receivable within thirty days, and asked if that was in addition to the \$5 million in cash on hand. Mr. Barnett responded that it was, and would be the outstanding receivables, plus cash in the bank. Chairman Monaghan stated that if there was to be \$9 million within thirty days, then why keep \$5 million at that level. Mr. Barnett pointed out that we would hope to collect that amount within thirty days. He concluded that he could not fully answer the question without looking at the \$5 million and our cash needs with

Michael Nix. Chairman Monaghan asked that he check with Mr. Nix. With no further questions, the financial statement was accepted as information.

V. Business:

A. Manager Reeves presented a recommendation to accept the low bid meeting all specifications submitted by Love Chevrolet, in the amount of \$16,109, for a meter reader truck.

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

B. Manager Reeves presented a recommendation to accept the low bid meeting all specifications submitted by Dick Smith Ford, in the amount of \$23,301, for a $\frac{3}{4}$ -ton service truck.

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

C. Manager Reeves presented a recommendation to accept the low bid based on cost of ownership submitted by Wesco Distribution for six (6) 15-KVA transformers, at a cost of \$759 each; the low bid based on cost of ownership submitted by Wesco Distribution for twelve (12) 25-KVA transformers, in the amount of \$1,010 each; and the low bid based on cost of ownership submitted by Line Equipment Sales for the Ermco brand, for twelve (12) 50-KVA transformers, in the amount of \$1,539 each.

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

D. Manager Reeves presented a recommendation to accept the lowest bid meeting all specifications from Blanchard Machinery, for a compact excavator, in the amount of \$59,707.

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

E. Manager Reeves presented a recommendation to accept the bid for a Caterpillar mini-excavator from Blanchard Machinery, in the amount of \$96,989, plus a five-year, 5,000-hour governmental power train warranty for an additional \$1,550.

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

- F. Manager Reeves presented a recommendation to accept the low bid meeting all specifications for a compact excavator from Blanchard Machinery, in the amount of \$59,781.

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

- G. Manager Reeves presented a recommendation to accept the low bid meeting all specifications from Love Chevrolet, in the amount of \$23,000 for a 2012 pick-up truck.

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

- H. Manager Reeves presented a recommendation to accept the low bid from Pumping Machinery, LLC, in the amount of \$22,564, to overhaul two pumps at the water treatment plant.

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

VI. Other Business:

1. Manager Reeves reminded the Commissioners of the Annual Awards Banquet at the American Legion that evening, beginning at 6:00 p.m. with benefits.
2. Manager Reeves recalled prior approval of a contract with *The Index Journal* for advertising. He noted that they had since come back with a better deal, whereby we would receive extra ads. These ads would be on the front cover of a TV weekly and another publication, and would actually cost a little less. Chairman Monaghan asked about the Call Before You Dig campaign; Mr. Gentry noted that we have a year from October to spend the money. Mr. Gentry noted that the public hearing for CDBG was held on Monday.
3. Chairman Monaghan presented a request for a \$1,000 donation for Preserve Lake Greenwood. He noted plans for a State of the Lake event at the Drummond Center with the legislation delegation, Upstate Forever, and

others invited. Manager Reeves asked for some type of invoice or an e-mail to use as backup for the check.

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

4. Mr. Noriega noted that thirty-day notice was given by CSX, so within the next thirty days they would be crossing the railroad tracks. He added that there could possibly be some additional cost.

VII. Executive Session:

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

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

Approved: _____, 2012

Secretary