

**COMMISSIONERS OF PUBLIC WORKS**  
**Minutes of February 24, 2011**

The regular meeting of the Board of Commissioners of Public Works was held on Thursday, February 24, 2011 at 10:00 a.m., in the Boardroom at 121 West Court Avenue.

**In attendance:**

|                     |                 |                 |               |
|---------------------|-----------------|-----------------|---------------|
| Gene P. Hancock     | Steve Reeves    | Vicki Knott     | Stacia May    |
| Michael G. Monaghan | Ken Barnett     | Jeff Auman      | Lee Roper     |
| Henry O. Watts      | Vickie Gorham   | Richard Gentry  | Chris Trainer |
|                     | Denise Ogletree | Jeff Meredith   | Mark Warner   |
|                     | Eduardo Noriega | Jerry Smith     |               |
|                     | Jeff Chapman    | George Petersen |               |

I. Chairman Watts called the meeting to order. The invocation was given by Commissioner Hancock.

II. Chairman Watts 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 Monaghan to approve the minutes of the January 13, 2011 and the January 27, 2011 regular meetings as received; the motion was seconded by Commissioner Hancock, and unanimously approved.

IV. Financial Statement:

Chairman Watts inquired about collection of past due accounts. Ms. Ogletree responded that most that is being collected right now is coming from MASC tax refunds. She noted \$5,430 collected for the entire year from the collection agency, adding that accounts had recently been placed with them after expiring from MASC. Commissioner Monaghan asked if they waited to send them to the collection agency until after they had expired with MASC. Ms. Ogletree responded that was correct; they had tried in the past having them both collect at the same time. It caused confusion because it might have come through the tax refund, and then the collection agency was also getting it at the same time. Mr. Roper added that the notices that go out from the MASC program have specific requirements as to fees that can be tacked on, which would not necessarily jive if it was also out there being collected by a collection agency.

V. Business:

- A. Chairman Watts presented a recommendation to accept the low bid from Line Equipment Sales for a Square D circuit breaker in the amount of \$24,082.49, including tax.

A motion to accept the bid as recommended was made by Commissioner Hancock, seconded by Commissioner Monaghan, and unanimously approved.

- B. Chairman Watts presented a recommendation to accept the only bid received for a meter test board from Watthouse Engineering Company, Inc. in the amount of \$26,696.50, including tax for meter test boards.

A motion to accept the bid as recommended was made by Commissioner Monaghan, seconded by Commissioner Hancock, and unanimously approved.

- C. Chairman Watts presented a recommendation to accept the low bid from George Ballentine Ford in the amount of \$38,932 for a one-ton truck for the gas department.

A motion to accept the bid as recommended was made by Commissioner Hancock, seconded by Commissioner Monaghan, and unanimously approved.

- D. Manager Reeves referred to a proposed merger between Duke Energy Carolinas and Progress Energy and noted that it could possibly affect the rates being charged to CPW. He explained that Ms. Sheree Brown, rate consultant, was retained to monitor the cost involved and the effect on CPW. Manager Reeves pointed out that there is also a legal side to the merger, and a number of municipal utilities in North and South Carolina are discussing the joining together to hire legal representation in Washington, D. C. to monitor the merger. Manager Reeves recommended entering into an agreement with Mr. Glen Ortman, who has represented CPW previously, most recently before the North Carolina Utilities Commission where he was successful. He noted that authorization was needed to sign a contractual agreement.

A motion to enter into an agreement with Mr. Ortman was made by Commissioner Monaghan and seconded by Commissioner Hancock; the motion was unanimously approved.

Chairman Watts asked when the contract with Duke Energy would renew; Manager Reeves responded that would take place sometime in 2019.

VI. Other Business:

1. Manager Reeves informed the Commissioners that the Chamber of Commerce is soliciting sponsorships earlier than usual for the annual dinner in January of 2012. He noted a cost of \$600 for a table if paid this year.

A motion to sponsor a table was made by Commissioner Hancock, seconded by Commissioner Monaghan, and unanimously approved.

2. Mr. Mark Warner reported on launching a Business Retention and Expansion Manufacturing Survey and that returns from manufacturing employers had been good. He noted an initial meeting with several commercial and retail real estate brokers to launch a retail/commercial database to collect information on commercial and retail buildings and properties, similar to what is done with manufacturing. He reported on workforce project meetings with Lander University and Piedmont Tech. Mr. Warner concluded by noting involvement with the Upstate Alliance and the Department of Commerce about working with rural counties and refining the marketing messages to stay at the forefront with what they are doing and so they do not lose sight of us.
3. Mr. Gentry informed the Commissioners of a meeting on March 10, at 7:00 p.m., at the Promised Land Fire Station. He noted an application for a pipeline safety tag grant with a maximum amount of \$50,000. Mr. Noriega reported on progress with moving the gas line toward Promised Land. Mr. Chapman reported on an energy grant application with the Office of Local Government for \$50,000, and updates to the CDBG information in order to apply for the 2011 cycle. Mr. Meredith noted work at the Lander project as weather allows. He stated that some weekend work would be necessary on the front of the project since they do not want them working during the week.

VII. Executive Session:

A motion was made by Commissioner Hancock and seconded by Commissioner Monaghan to go into *Executive Session* for a contractual matter. The motion was unanimously approved.

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

Approved: \_\_\_\_\_, 2011

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Secretary