

COMMISSIONERS OF PUBLIC WORKS
Minutes of May 25, 2017

The regular meeting of the Board of Commissioners of Public Works was held on Thursday, May 25, 2017 at 10:00 a.m., in the Boardroom at 121 West Court Avenue.

In attendance:

Arthur C. Bush	Steve D. Reeves, Jr.	Chris Lindley	David Tuck
Michael G. Monaghan	Jeff Chapman	Jeff Auman	Alethea Phillips
Henry O. Watts	Eduardo Noriega	Wayne Bartley	Bill Patrick
	Jerry Smith	Teresa Lake	James Bateman
	Jeff Meredith	Vicki Knott	David Irwin

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

- II. Chairman Watts gave the statement of compliance with the notification provision of the Freedom of Information Act.

Mr. James Bateman with Greenwood Partnership Alliance gave the Board an update. In his update, Mr. Bateman told the Commissioners about what is going on in Greenwood. He said that two weeks ago the SC Department of Commerce Economic Development Institute was in Greenwood. That is the second or third time they have held one of their institutes sessions in Greenwood over the past few years. It is a year-long program of four sessions that they move around the state to different communities that are doing things right, working collaboratively, and taking advantage of the many opportunities like redevelopment of Uptowns and the like. Mr. Bateman said also, last week, the SC Community Developers Association, a group that is a part of the Municipal Association of SC was in Greenwood and Heather spoke with that group. Mr. Bateman said the Partnership submitted two RFI's in the last two weeks and had a prospect visit yesterday at a vacant building that now has a new broker. He said they are continuing to see more rail driven projects such as chemicals and metals which are some of the industries that we are seeing more of with projects. He said the Partnership Alliances' Board Meeting is on June 2, 2017 which is the rescheduled meeting from May and as mentioned yesterday will keep the Partnership Board Meeting on June 21, 2017 as it was scheduled as the last one before going into the next fiscal year. He said the Partnership is expecting to have a draft of their new five-year strategic plan on June 1, 2017 and then a final deliverable by the June 21, 2017 Board

Meeting for the Partnership Board and for Strategic Development Consultants to come and present to the Board. That workforce component of that plan will be split out and coming in October. He said they are looking at the best practices for Education and Industry link initiatives.

III. Bid Opening

A. Wesley Commons – Lights, Poles and Bases

IV. Approval of Minutes:

A **motion** was made by Commissioner Monaghan and seconded by Commissioner Bush to approve the Minutes of the regular meetings of April 13, 2017 and April 27, 2017 as submitted; the **motion** was unanimously approved.

V. Chairman Watts asked if there were any questions or comments on the Financial Statement. There were no questions or comments.

VI. Business:

A. Mr. David Irwin with Mauldin & Jenkins, LLC presented the Audit Report for FY2016. He told the Board they should have received two documents pertaining to the audit. The first is the Financial Statements themselves and second is the Auditors Discussion Analysis which provides information on who Mauldin & Jenkins is as a firm and summarizes what will be discussed today. It also gives you a rundown of some GASB pronouncements. Mr. Irwin said that for the most part, he would be going through the Financial Statements. He said this is the first year for their firm to audit CPW and this year's audit went extremely well. He said they were very impressed with the CPW Financial Staff. He said they did not have any audit findings and what that means in the simplest terms is when the auditors find something during the course of the audit that was incorrect and the auditors have to do an audit adjustment. He said that CPW prepares what is called a Comprehensive Annual Financial Report. This document goes above and beyond the basic financial reporting requirements. There are two sections needed. The first is the introductory section which includes a transmittal letter written by Teresa Lake. It provides some general information on CPW's structure and the

services they provide. In addition, this section also includes an organizational chart, a directory and the Certificate of Achievement for Excellence in Financial Reporting. Mr. Irwin said that Page 60 provides a broad range of financial and demographic information and covers multiple years and is good at assessing CPW's economic condition. In the middle is the Financial Statement. On Page 4 is the Management's Discussion and Analysis. Mr. Irwin said that he strongly encourages the Board to read this section. Page 10 shows 2016 information as well as 2015 information. It shows the Statement of Net Position. The total assets and deferred outflows is \$123,586,981. The total liabilities and deferred inflows is \$68,200,441. This leaves a total net position of \$55,386,450 of which \$2,666,007 is unrestricted. This amount was reduced in 2014 by \$15,664,817 just as an audit adjustment due to GASB68 "Accounting and Financial Reporting for Pensions". Page 11 is the Statement of Revenues, Expenses and Changes in Net Position. It shows change in net position of \$818,937 with the largest changes being in Gas Sales and Capital Contributions. On Page 12 is the Statement of Cash Flows. One of the more significant statements in the CAFR. Cash increased by \$67,578 for the year and shows a strong cash position at year end. Mr. Irwin ended his presentation by stating again that the audit went really well and said they appreciated the opportunity to be of service to CPW.

- B. Manager Reeves recommended the Board authorize the Manager to accept the low bid from Data Network Solutions in the amount of \$31,376.00 for a Network Storage Drive Upgrade. He said this price includes the hardware, the maintenance for three years, delivery, installation and taxes.

A **motion** was made by Commissioner Bush to authorize the Manager to accept the bid from Data Network Solutions in the amount of \$31,376.00 for a Network Storage Drive Upgrade, seconded by Commissioner Monaghan and unanimously approved.

- C. Manager Reeves stated that we recently awarded a bid to Graves Water Service, Inc. for the evaluation of a high service pump at the Water Treatment Plant. He said that bid came in at \$14,500.00. After the evaluation, Manager Reeves recommended the Board authorize the Manager to sign a Purchase Order for repairs to be made which include replacement of bearings, wear rings, certain assemblies and impellers at an additional cost of \$29,900.00.

A **motion** was made by Commissioner Monaghan to authorize the Manager to have repairs made on a service pump that includes replacing bearings, wear rings,

certain assemblies and impellers at a cost of \$29,900.00, seconded by Commissioner Bush and unanimously approved.

- D. Manager Reeves recommended the Board authorize the Manager to execute a Purchase Order for six Programmable Logic Controllers and nine Management Switches for the SCADA System at the Water Treatment Plant in the amount of \$31,179.74. He stated that because of the SCADA System that is in use, this item is a sole source purchase.

A **motion** was made by Commissioner Bush to authorize the Manager to execute a Purchase Order for six Programmable Logic Controllers and nine Management Switches for the SCADA System at the Water Treatment Plant in the amount of \$31,179.74, seconded by Commissioner Monaghan and unanimously approved.

VII. Other Business

- A. Manager Reeves stated that he received a call from Rosemary Bell at Greenwood United Ministries. He said that we had a mild winter and there is still \$16,000.00 in the CPW Cares Program for this Fiscal Year. It is expected that the summer may be extremely warm and she wanted to see if CPW would allocate some of that money to the Program for summer month's utility payments rather than all of it to the winter months.

Commissioner Bush made a **motion** to allocate \$10,000.00 of the \$16,000.00 to Greenwood United Ministries for summer month utilities, seconded by Commissioner Monaghan and unanimously approved.

- B. Manager Reeves stated that for almost ten years, CPW has been subsidizing the utility bill for the Federal Building in Greenwood. He said that will end June 30, 2017.

VIII. Executive Session:

A **motion** was made by Commissioner Bush to go into *Executive Session* to discuss Contractual and Personnel Matters per SC Code 30-4-7-(a), seconded by Commissioner Monaghan and unanimously approved.

Manager Reeves stated that following *Executive Session*, the Commissioners may return to Open Session to take action on matters discussed in *Executive Session*.

The Commissioners went into *Executive Session*.

Mr. Bill Patrick stated that during Executive Session, Management discussed and made a recommendation concerning natural gas capacity and the potential need for additional capacity in today's market place where additional capacity is not always readily available. Management recommended that the Commissioners approve the purchase of an additional 10,000 dekatherms per day of capacity from Dominion Carolina Gas Transmission at the Buzzards Roost Meter Station on the terms as discussed with the Commissioners who are inclined to authorize Management to pursue with that. Mr. Patrick stated that a motion would be needed to authorize Management to purchase up to an additional 10,000 dekatherms per day of natural gas capacity on the southern end of the system.

A **motion** was made by Commissioner Monaghan to authorize Management to purchase up to an additional 10,000 dekatherms per day of natural gas capacity, seconded by Commissioner Bush and unanimously approved.

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

Approved: 6/23, 2017


Secretary