

COMMISSIONERS OF PUBLIC WORKS
Minutes of September 14, 2017

The regular meeting of the Board of Commissioners of Public Works was held on Thursday, September 14, 2017 at 10:00 a.m., in the Boardroom at 121 West Court Avenue.

In attendance:

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

- I. Chairman Watts called the meeting to order and Commissioner Bush gave the invocation.

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

- III. Bid Opening:
 - A. A-3-2017 – Intermediate Sized SUV (Engineering Department)
 - B. IS-3-2017 – Security Policy

Manager Reeves expressed appreciation to staff and employees who worked diligently during the recent hurricane. He noted a great many hours put in by the Electric Department and other departments who assisted including Customer Service and employees who answered the phone at the Water Treatment Plant.

Mr. James Bateman with the Greenwood Partnership Alliance gave the Board an update. He stated that the News and Networking for Partnership Investors that was scheduled for September 11, 2017 had been postponed due to the weather. Upstate Forever was going to be the guest presenter at that luncheon. Heather Jones and Kay Self are working on another date with the guest speaker. He told the Commissioners they will hear when the next meeting is scheduled. Also, the Partnership's Annual Meeting is coming up on October 4, 2017. He said "Save the Date" cards have gone out and the invitation is being worked on. He said they hope to have the new President of Teijin Holdings USA, Jane Thomas, to be the guest speaker at the Partnership's Annual Meeting. Mr. Bateman stated that on October 6, 2017, McCallum Sweeney Consulting will be coming with Duke Energy for the Duke Site

Minutes of September 14, 2017

Page 2

Readiness Assessment Program. He said they will be visiting the Hodges Corporate Park. That will be a combination of the Hodges Industrial Site and Mulberry Creek Farms on Highway 25 at the intersection of 254/Cokesbury and 25 and just south of Corporate Court, the Crown Castings Building. He said those properties are on the left if driving north of the Snead Farm. He said they have made their submission for Duke Site Readiness. This is the same program that the County's Industrial Park went through prior to certification with the State and the Greenwood East Rail Park went through prior to its certification with the State as well. This is the next step that the Hodges Corporate Park is taking. He said the site location consultant will be coming to take a look at this and give them their assessment as well. He stated they will be calling on CPW's team again to join us for that visit. They will want to go through all of the utilities on October 6, 2017. That visit will be at 10:30 a.m. He said they will have a meeting at the Partnership to do the Community overview and will go out to the site with them as well. Mr. Bateman said that in November, they will have a presentation by McCallum Sweeney Consulting with their findings and recommendations for marketing that property as they have done on the properties that have gone through that program previously. Mr. Bateman expressed the Partnership's thanks to CPW Water and Gas Departments for joining them on very short notice for a large project meeting yesterday afternoon and had the consultant with them in the office also on a go-to meeting for a virtual site tour from 1:00 – 4:00 p.m. Mr. Bateman said next week on September 19th and 20th, they will have the Greenwood Business and Industry Showcase. He said this will be their third annual showcase. This year, they have all freshman coming to the showcase on the first day to learn about careers in manufacturing and on the second day, they will have seniors selected by their guidance counselors per industry employability criteria. The industries have said what they are looking for in recent high school graduates for immediate job opportunities. Those seniors will be coming to talk to them about going to work out of high school and also to learn about school-to-work opportunities where they can go to work at an industry while also attending Tech to get a diploma or degree and also college reimbursement programs such as Capsugel where someone can go to work and Capsugel will help pay for most of their college after a certain time. Commissioner Monaghan mentioned that CPW will also do this. Mr. Bateman stated that at this time it is kept to only manufacturers. Mr. Bateman said that today Heather Jones has gone to Tennessee with the three Greenwood County School District Superintendents, Presidents of Piedmont Tech and Lander University, our consultant and Piedmont Tech's head of mechatronics program to go and look at an award winning mechatronics program and the integration between their K-12 school system and higher education and a training center at Nissan's Manufacturing Plant in Middle Tennessee to see those linkages and best practices of what they can bring back to Greenwood to improve existing mechatronics programs in Greenwood to deliver our industries hiring needs. He said that will be a part of the Partnership's Human Resources project within their new strategic plan. That was a component of the strategic plan that was split out of the larger plan you heard about this summer and there will be a presentation from our Consultants to all of you sometime in October. He said there will be a joint meeting of the Greenwood County Industry Council and industry executives, elected

officials, school administrators, school boards, and their Partners to hear about the recommendations for workforce readiness plan in Greenwood as they continue to focus on the people aspect of recruitment. Commissioner Monaghan asked Mr. Bateman if Heather Jones could come and talk to the Board about it in Executive Session. Mr. Bateman stated that he would ask Heather Jones to come. Chairman Watts asked Mr. Bateman about the Greenwood Promise. Mr. Bateman said that Kris Burris, Executive Director of the Greenwood Promise could come to a Board Meeting and give an update on the Greenwood Promise.

IV. Business:

- A. Manager Reeves stated that the first item is consideration of Bond Fund reallocation. He said that Teresa Lake will touch on a couple of items including moving some money around where there is some excess in some funds and some shortages in others and also a couple of new things added. Mrs. Lake asked that the Commissioners look at Page 3 of their packet to see the excel schedule that lists all of the Bond Projects for the 2014 Bonds. She said the recommendation is to move the funds in or out of a particular project that has already been closed just to get to the actual dollar that it costs for that project with the exception of adding under Administrative, COC on-call parking to be paved. She said that is something that has needed to be done but have not had the funds until now and those funds must be spent by the end of the year. She said the other new one is under Electric. It is for the URD cable replacements. Mrs. Lake said this is a project that has to be done and qualifies for Bond monies and it is recommended that the money be moved here to expend those funds by the end of the year. Commissioner Bush asked if that was at the mall. Mrs. Lake said that it was. She said all of the projects listed here with the exception of the two new ones and the Water Plant which are still on-going are complete. She said these could be completed by the end of the year to meet the Bonds guidelines.

A **motion** was made by Commissioner Monaghan to approve Management's recommendation for reallocation of the Bond Funds, seconded by Commissioner Bush and unanimously approved.

- B. Teresa Lake gave a Presentation of Red Flag Plan Changes. Mrs. Lake stated that the Identity Theft Prevention Program Policy was approved on October 23, 2008. She said the development and implementation was completed in 2009 with the exception of the ID validation technology service which was completed in 2014. Mrs. Lake stated that since implementation, information

services has put into production redundant firewalls that will protect the network from potential identity theft attacks. She said Firewall Security Policies were reviewed for best practices by a security expert in 2015. She said that they are in the process of a security evaluation of all security related settings for the billing system as well as the network. Mrs. Lake said they recently purchased two devices to help with detecting counterfeit currency and illegal documents. She said if these devices are successful, they will purchase more as the budget allows. Mrs. Lake said that the Red Flag Committee met on July 20, 2017. During review of the policy, they noted several amendments they would recommend due to evolving technology. Mrs. Lake then went through the amendments with the Board from their reports by Page Numbers and Item Numbers. Mrs. Lake stated that the committee noted 37 incidents from July 2016 – June 2017. She said the majority were customers requesting their accounts be flagged because they felt their personal information had been compromised. She said they lost a total of \$459.86 with one account. On the account, a person used the identity of a person in Pennsylvania. Services have been disconnected and if the individual requested services again, this would have to be paid first. Mrs. Lake then recommended the Board approve the amendments to the plan.

A **motion** was made by Commissioner Bush to approve amendments to the Red Flag Plan as requested by the committee, seconded by Commissioner Monaghan and unanimously approved.

V. Other Business:

Manager Reeves made a public reminder to the Commissioners of interviews this afternoon for the General Manager position.

VI. Executive Session:

A **motion** was made by Commissioner Bush to go into *Executive Session* to discuss Personnel and Contractual 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*.

Minutes of September 14, 2017

Page 5

The Commissioners went into Executive Session.

VII. Adjourn

Approved: 10/26, 2017



Secretary