

**COMMISSIONERS OF PUBLIC WORKS**  
**Minutes of August 23, 2007**

A regular meeting of the Board of Commissioners of Public Works was held on Thursday, August 23, 2007 at 10:00 a.m., in the Boardroom at 121 West Court Avenue.

**In attendance:**

Gene P. Hancock	Steve D. Reeves, Jr.	Carlos Commetto	Chris Trainor
Michael G. Monaghan	Kenneth Barnett	Melinda Bishop	Jay West
Henry O. Watts	Denise Ogletree	Ken Whittle	Bill Patrick
	Jeff Meredith	Curtis Burnett	
	Richard Gentry	Jeff Chapman	
	Stacia May	Ron Lemon	
	Vickie Gorham		

- I. Chairman Watts called the meeting to order and Kenneth Barnett gave the invocation.
- 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 July 12, 2007 regular meeting; the July 26, 2007 regular meeting; and the July 30, 2007 emergency called meeting as submitted; Commissioner Hancock seconded, and the motion was unanimously approved.

Chairman Watts changed the order of the agenda to allow Mr. West to provide his quarterly report before the financial statement.

- IV. New Business:
  - A. Mr. Jay West with the Economic Alliance reported that three areas of focus since his arrival two weeks earlier had been product, people, and resources. He noted that they had gone through and made adjustments in terms of actual day-to-day business and evaluative processes were being put in place such as how they expend with contracts. They are looking at mission trips or business trips and how they are recruiting out-of-town through a four-year process where if there are not any leads or prospects or site visits, they are doing something else. He continued that they would also work on two major visits per year for site consultants to come to

Greenwood. Mr. West noted a good relationship with one of the top site consultants in the country that should pay big dividends and that two major events would be done per year to bring them here. He continued that they are looking at their people and their skill sets. They will go with the five-year plan that is in place for people needed, job descriptions, and how that all fits together into an overall infrastructure for the organization. Mr. West reported on six good visits with three real good fits for Greenwood while they were in Canada. These are companies that had notified organizations that they are looking to relocate or expand in this area. He stated that all three did no less than 90% business in the southeastern United States. He reported on a long-range planning committee meeting held where they discussed development of a new industrial park. He stated that the twenty-five acres left on Highway 25 now was not nearly enough. He referred to about 2,000 acres with rail right in the middle of it that would without question make the best spot in the state of South Carolina. He concluded by inviting the Commissioners or staff to come over, sit down and talk if there are ever questions, or if they want to see how they are conducting business.

V. Financial Statement:

The meeting continued with the original order of the agenda. With no questions or comments from the Commissioners, the financial statement was received as information.

IV. New Business:

B. Chairman Watts presented a recommendation for surveying services with Heaner Engineering and Newby Proctor and Associates as an alternate source from Manager Reeves and Carlos Commetto. Mr. Commetto explained that should they need a project done on short-term notice or need survey information quickly and the low bidder's crews were not available to respond in the timeframe needed, he would like an opportunity to approach the second low bidder. Manager Reeves agreed with having an alternative as long as the second bidder would accept the same pricing across the board as the low bidder. Manager Reeves noted that there is not a great deal of difference in cost between the two and asked Mr. Commetto to contact Newby Proctor to be sure they are willing to match the prices.

A motion was made by Commissioner Monaghan to approve the bid as recommended contingent upon Newby Proctor matching the low bidder price; the motion was seconded by Commissioner Hancock, and unanimously approved.

VI. Other Business:

1. Manager Reeves provided an update on annexation. He noted that City Council had held second and final readings on annexation of the Genetic Center property. With that annexation, staff had begun the planning process for installation of water, sewer, electrical and gas to that area. He stated that there was no further development with the property around the COC. Mr. Gentry reported that CPW would participate in the Wellness Celebration at the Greenwood Mall on September 15 from 10:00 to 2:30 by having a booth. Commissioner Monaghan suggested that it would be good to have a Commissioner there. Manager Reeves informed the Commissioners that they would need to designate the time they would be there to avoid having two there at one time. Mr. Patrick stated that he did not think that was a problem as long as they do not discuss business or if they are just speaking to the public.
2. Manager Reeves reported that Lake Greenwood was maintaining its capacity very well during the hot, dry weather. He noted that it is currently less than one foot below full stage. He commented on a state mandated drought response policy that must be followed, adding that we are not close to instituting any drought response measures at this time.
3. Manager Reeves reminded the Commissioners of a previous discussion about proposals for audit services adding that staff needs to begin that process quickly. He suggested a pre-proposal meeting with any interested audit firms take place sometime in September and asked the Commissioners to check their calendars for suitable dates.
4. Commissioner Monaghan referred to a letter received from the CPW attorney that was marked "confidential attorney/client communication" and stated that he felt that letter should be public record as an addendum to the minutes, and that discussion of that letter should be made public. Chairman Watts asked if that could be discussed during *Executive Session*. Mr. Patrick responded that it was the Commissioners decision as to whether to make it public or not. The confidential attorney/client communication was provided for the Commissioners benefit and that could be waived by them at any time. Commissioner Monaghan continued that the information in the letter had a lasting impact on what they are doing in regard to the Grace Street property and should be

public and his comments concerning the letter should also be public. Chairman Watts suggested that discussion continue during *Executive Session*.

VI. Executive Session

A motion was made by Commissioner Hancock, seconded by Commissioner Monaghan, and unanimously approved to go into *Executive Session* to discuss legal and contractual matters pertaining to electrical service to Greenwood Service Center and the Grace Street property, and a personnel matter.

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

Approved: \_\_\_\_\_, 2007

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Secretary