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Commissioners
Eugene G. Gibson - Chairman
Jeffery M. Howell
Perry J. Williams

Michael Richard, P.E.
General Manager

MINUTES OF THE MEETING OF THE COMMISSIONERS OF PUBLIC WORKS

April 23, 2018

Meeting Location: 301 McCall Street, Greer, SC 29650

REGULAR SESSION

Greer Commission of Public Works met in **Regular Session** with Chairman Eugene G. Gibson presiding. The Commissioners of Public Works assembled for their regular meeting at 12:30 PM in the boardroom of the administrative and operations complex.

Commissioners present were: Chairman Eugene G. Gibson, Commissioner Jeffery M. Howell, and Commissioner Perry J. Williams.

Others present: General Manager Mike Richard, Finance and Administration Manager Chuck Reynolds, Engineering and Planning Manager Mark Harvey, Operations Manager Marc Regier, Public Information Coordinator Alison Rauch, Operations Administration Assistant Maria Camarena and Secretary to the Board Fredia Snow. Reno Deaton with Greer Development Corporation, Kaelyn Cashman with The Greer Citizen and Miller Edwards and Grant Davis with Mauldin & Jenkins were also present.

The Greenville News, The Greer Citizen, Greer Today and the Spartanburg Herald Journal were notified of the meeting by email on April 19, 2018 at 11:51 AM.

Mr. Gibson called the **Regular Session** to order at 12:30 PM.

INVOCATION

Mr. Gibson offered the invocation.

MINUTES OF THE March 26, 2018 MEETING

Jeff Howell made a motion to approve the minutes from the March 26, 2018 meeting. Perry Williams seconded the motion. A roll call vote followed. Mr. Gibson voted yes. Mr. Howell voted yes. Mr. Williams voted yes. The motion carried. The minutes were approved as written.

PRESENTATION AND APPROVAL OF 2017 FINANCIAL AUDIT RESULTS

Mr. Gibson suggested that Mauldin & Jenkins present the Audit Results prior to the Financial Report.

Mr. Edwards started his presentation explaining how impressed he was with the CPW staff during the transition from the previous Auditors. Typically, during the audit process, Mauldin & Jenkins (M&J) has experienced that most engagements require that M&J conduct the audit, prepare their opinion letter, and then prepare the entire Consolidated Annual Financial Report (CAFR) for the client. This was not the case with the CPW CAFR, which was put together by the CPW staff, while M&J only had to supply their opinion letter.

Focusing our Energy on You.

Along with their opinion letter, which M&J issued a clean opinion, containing no adjustments, they provided an Auditor's Discussion and Analysis (AD&A). The purpose of the AD&A is to convey important information about the audit to the Board and Management, as well as information about upcoming pronouncements from the Government Accounting Standards Board (GASB) that may have a material effect on the future financial periods of CPW. There was a short discussion on the topic of *capital leases* and the impact that upcoming changes by GASB could potentially have to the financials. Before closing, it was noted that M&J offers free continuing education classes that would be available to the CPW staff, management and Board.

Mr. Gibson stated he appreciated the mention of an internal controls audit. Mr. Williams then proceeded to show his appreciation to Chuck and his staff for their great job. Mr. Howell then added that he expects CPW to apply for the GFOA award again, an award which they have received for 13 consecutive years.

Mr. Williams made a motion to approve the 2017 Financial Audit Results. Jeff Howell seconded the motion. A roll call vote followed. Mr. Gibson voted yes. Mr. Howell voted yes. Mr. Williams voted yes. The motion carried.

FINANCIAL REPORT

Finance and Administration Manager Chuck Reynolds, presented the Financial Report for the period ending March 31, 2018.

Jeff Howell made a motion to accept the financial report as information and Perry Williams seconded. The roll call vote was as follows: Mr. Gibson voted yes. Mr. Howell voted yes. Mr. Williams voted yes. The motion carried.

PROJECT/DEVELOPMENT UPDATE

Mark Harvey reported on:

- Bent Creek Sewer Extension – Phase III
- Maple Creek WWTP Basin Liner Replacement
- Spring Street Waterline Installation
- Rich Glen S/D Sewer Service Lateral Repair

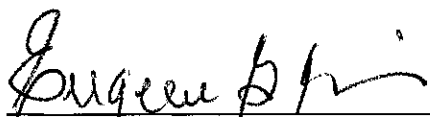
GENERAL MANAGER COMMENTS

Mr. Richard advised that on Tuesday, May 8th at 10:00 AM, they would have a work shop to discuss proposed Extension Policy. He also stated we were still recovering from the gas prices and they secured 5,000 dekatherms for Winter capacity which allows us to access more monthly index gas. We have a three (3) year contract.

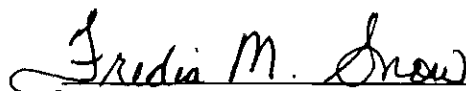
ADJOURNMENT

With no further business, Jeff Howell made a motion to adjourn and Perry Williams seconded. The vote tally was as follows: Gibson, yes; Howell, yes; Williams, yes. The motion carried and the **Regular Session** adjourned at 1:10 PM.

Respectfully Submitted,



Eugene G. Gibson, Chairman
Board of Commissioners



Fredia M. Snow, Secretary
Board of Commissioners