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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

August 27, 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 Manager Chuck Reynolds, Engineering and Planning Manager Mark Harvey, Operations Manager Marc Regier, Public Information Coordinator Alison Rauch, Human Resource Manager Ken Holliday, and Secretary to the Board Fredia Snow. Mayor Rick Danner, City Administrator Ed Driggers, Reno Deaton with Greer Development Corporation, and Kaelyn Cashman with The Greer Citizen were also present.

The Greenville News, The Greer Citizen, Greer Today and the Spartanburg Herald Journal were notified of the meeting by email on August 23, 2018 at 4:40 PM.

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

INVOCATION

Mr. Gibson offered the invocation.

MINUTES OF THE July 30, 2018 MEETING

Perry Williams made a motion to approve the minutes from the July 30, 2018 meeting. 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. The minutes were approved as written.

HOTEL AND GARAGE SITE UTILITY INFRASTRUCTURE

Mr. Gibson invited Mayor Danner and Mr. Driggers to address the Board ahead of the Financial Report so as not to interfere further with their schedule.

Mr. Danner thanked the Board for allowing he and Mr. Driggers to address the Board. Mr. Danner explained that they share space and overlay in seven (7) Fire Districts and as they work with them on contractual agreements, the first thing that is asked are what the fees will be. Mr. Danner explained that the Hotel Project is going to transform downtown, and the expected construction cost for the hotel will be \$13M, and the City's commitment is \$2.5M if the contractual agreements are met.

Focusing our Energy on You.

The City parking garage is another \$6 - \$7M and the City will also be paying to have the streets and sidewalks redone which will be \$13 - \$15M that has saved CPW money and time. Mr. Danner further stated he understands to build the garage, CPW will need to relocate utility services. The City wants to work together to ensure the existing customers will not have their services interrupted and will help with that cost; however, ask that CPW bear the sole cost of the utility relocation, whatever that might be.

Mr. Driggers supports the recent policy adopted by CPW on how to handle developers; however, stated the City is not your traditional developer who will turn a profit off their investment. The City is providing infrastructure and encouraging development so that we will all benefit as we continue to grow. Mr. Driggers added they bonded \$12.5M and have the capacity to pay that bond with no increase of fees or taxes. The other \$7M investment came from their fund balance that they have been putting away for about seven (7) years. Though Mr. Driggers does not know what the cost to CPW will be to relocate the utility services, he too asks that CPW bear the entire cost of the relocation because the City and CPW will both benefit from this very public project and look forward to continuing the partnership which the City and CPW have developed.

Mr. Gibson commented that CPW relishes their partnership with the City and wants to continue to foster the relationship and watch it grow. CPW is very mindful of the impact of this project now and overtime and will come to a common ground that will be at the best interest of the City, CPW and the citizens that both the City and CPW serve. At this time, CPW is working on the cost and after the cost has been established, Mr. Gibson asked that Mr. Driggers and Mr. Richard work together as they have done in the past.

FINANCIAL REPORT

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

Perry Williams made a motion to accept the financial report as information and Jeff Howell 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:

- **Hampton Inn – N Main & Jason St – Utilities Relocation**
- **Bent Creek Sewer Extension – Phase III**

NEW BUSINESS

SOUTH CAROLINA PREGNANCY ACCOMMODATION ACT

Mr. Holliday explained that effective on May 18, 2018, added to the Equal Employment Policy, is the Pregnancy Accommodation Act which protects individuals from employment discrimination. Also, employers are to provide accommodations for any medical conditions related to the pregnancy as well as place for mothers to pump.

Jeff Howell made a motion to amend our Employee Handbook accordingly 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.

VACATION POLICY

Mr. Holliday indicated that we are no longer front loading our vacation and instead, give time when it is earned. After one (1) year, employees get two (2) weeks. The wording in our policy has been changed to match what we are practicing.

Perry Williams made a motion to amend our Employee Handbook regarding the Vacation Policy to comply with what we are practicing, and Jeff Howell seconded. The roll call vote was as follows: Mr. Gibson voted yes. Mr. Howell voted yes. Mr. Williams voted yes. The motion carried.

APPROVAL OF NATURAL GAS ASSET MANAGEMENT PROPOSAL

Mr. Richard asked the Board to defer this proposal until next Commissioners meeting on September 24, 2018.

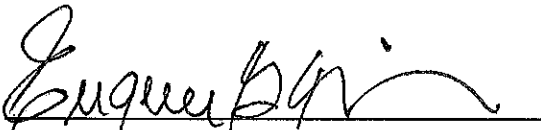
GENERAL MANAGER COMMENTS

Mr. Richard noted that all departments have started working on their budgets and a Budget Workshop will be scheduled soon.

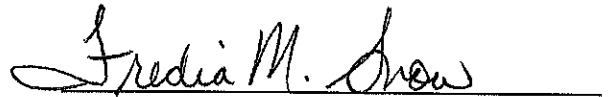
ADJOURNMENT SESSION

With no further business, Perry Williams made a motion to adjourn and Jeff Howell seconded. The vote tally was as follows: Mr. Gibson, yes; Mr. Howell, yes; Mr. Williams, yes. The motion carried, and the **Regular Session** adjourned at 1:18 PM.

Respectfully Submitted,



Eugene G. Gibson, Chairman
Board of Commissioners



Fredia M. Snow, Secretary
Board of Commissioners