

**MINUTES
REGULAR COUNCIL MEETING
TUESDAY, JANUARY 17, 2012
6:30 P.M.**

{Summary minutes of City Council meeting. Audio tapes of the meeting are on file and are included by reference as part of this meeting. An agenda of this meeting has been either mailed or made available to persons, organizations and local news media as per their request. The agenda gives the date, time and place of the meeting as well as the order of business. This disclosure is in compliance with the South Carolina Code of Laws of 1976, Section 30-4-80 (e).}

The regular meeting of City Council was held on January 17, 2012 at 6:30 P.M. in the City Municipal building with the following present:

COUNCIL: Mayor Harold Thompson, Mayor Pro Tem Keith Henderson, Councilmembers Tommie L. Hill, Robert Garner, Ricky Todd Harris and Andy Bailey. Councilmember Orangelow Ruff was absent due to illness.

CITY ATTORNEY: Billy Whitney

DEPARTMENTAL STAFF: Gloria Rogers, Municipal Clerk/Personnel Director; Sam White, - Public Safety Director; Joe Nichols – Utility Director; Walker Gallman – Finance Director ; Laura Hembree – Accounting Supervisor and Mike Petrie – Maintenance Shop Director. Perry Harmon – Public Service Director was absent.

NEWS MEDIA: Steve Ramsey – WBCU and Graham Williams – Union County News

OTHERS: Terry R. Fant, Mike Stevens and Sonja Craig

1. Call To Order

Mayor Thompson called the meeting to order. Mayor Pro Tem Henderson gave the invocation. The Pledge of Allegiance to the flag was given by all present. The roll was called by Municipal Clerk Gloria Rogers.

2. Minutes

A. December 6, 2011 Regular Council Meeting

MOTION by Councilmember Harris to accept minutes as presented.
SECOND by Councilmember Bailey.
CARRIED UNANIMOUSLY.

3. Communications

A. Monthly Reports

MOTION by Councilmember Hill to accept monthly reports.
SECOND by Councilmember Harris.
CARRIED UNANIMOUSLY.

B. FY 2011 Audit Presentation

In accordance with Governmental Accounting and Auditing Standards and SC law, an accounting of local government revenues and expenditures must be performed by an independent auditor. Mr. Terry R. Fant, CPA, presented a summary of the audited financial statements for fiscal year ending June 30, 2011.

4. **BUSINESS**

A. ORDINANCE – 1st **READING** – PURCHASING POLICIES & PROCEDURES

Finance Director Walker Gallman addressed Council. He states that purchasing by the State of South Carolina is governed by the Consolidated Procurement Code in the Title II, Section 35 of the SC Code of Laws (volume 4A). All political subdivisions must adopt ordinance or procedures embodying sound principles of appropriately competitive procurement. A municipality may write its own code. Adopting state procedure is not required. On July 21, 1981, City Council adopted a resolution adopting purchasing procedures for the City. These procedures had been revised over the years with the last revision on August 8, 2008. The only exception to this was an ordinance dated October 6, 2010 to allow local preference to contractors and vendors that operate a business in Union County. After many changes in State law requiring the City to follow certain procurement procedures in advertising, awarding bids and record keeping, staff felt that the purchasing manual should be revised in ordinance form. A copy of the revised Purchasing Manual was presented to City Council for their consideration. The recommendation is to pass 1st reading of the Purchasing Policy & Procedures Ordinance.

MOTION by Councilmember Garner to pass 1st reading of the ordinance.

SECOND by Councilmember Harris.

CARRIED UNANIMOUSLY.

B. DISCUSSION/MOTION – MAIN STREET LIGHTING FIXTURES REPLACEMENT

Utility Director Joe Nichols addressed City Council. He discussed Main Street Lighting Fixtures Replacement. Main Street Lighting consists of 51 light poles with four (4) 18” globes and bulbs and one (1) 20” globe and bulb. By changing existing bulbs with light emitting diode (LED) lighting, which will eliminate the ballast, potential energy savings should net \$14,240 per year. The cost of retrofitting these lights with LED lights and replacing globes is \$88,357.50. Labor will be completed by City of Union personnel. A comparison of the existing lighting fixtures to the proposed LED lighting fixtures were presented to City Council. The recommendation is to replace existing lighting fixtures with cost saving LED replacement bulbs and globes.

MOTION by Councilmember Harris to accept recommendation.

SECOND by Councilmember Garner.

CARRIED UNANIMOUSLY.

C. DISCUSSION/MOTION – COMMUNITY CHANGE PROGRAM – HEATING & COOLING ASSISTANCE

Finance Director Walker Gallman addressed Council. He states that the Community Change Program has been in effect at the City of Union since 1993. What started out as a way of generating funds to assist in

providing food and shelter to the needy is now a Heating and Cooling Assistance Program. This program began as a heating assistance only and council voted in August of 2010 to add cooling assistance to the program. Heating assistance (Electric & Gas) runs from January 1, thru April 30 and cooling (Electric Only) runs from July 1 thru October 31. Each City of Union customer that qualifies can receive a \$100 dollars per season. (No customer should receive more than \$200 in any one fiscal year.) In fiscal year 2011, the "Community Change Program" generated \$21,748.00, assisted 209 customers in the amount of \$21,751.52. Use of these funds to help with heating and cooling bills is in keeping with what we have always said funds will be used for. Assistance will continue on the availability of funds. The Salvation Army and Carolina Community Actions have indicated that they are willing to qualify applicants for the assistance as appropriated. Letters from the two agencies agreeing to qualify applications were presented to City Council. To qualify to receive any assistance, a customer must also participate in the program. Should council agree to renew the release of Community Change funds to assist City Utility customers, a motion is required.

MOTION by Councilmember Harris to release Community Change funds to assist City Utility customers.

SECOND by Councilmember Hill.

CARRIED UNANIMOUSLY

D. **AWARD BID – MONARCH MILL VILLAGE – SEWER IMPROVEMENTS PHASE**

Utility Director Joe Nichols states that bids were received on January 10, 2012, 2:00 pm at City Hall for sewer system improvements at Monarch Mill Village Phase I. Eight (8) bids were received for this project. The bid summary and the engineer's recommendation letter were presented to City Council. Proposed funding for this project is through the SC Department of Commerce's Community Development Block Grant Program (CDGB #4-CI-11-032) and administered through Catawba Regional Planning Council. The recommendation is to award bid to C&W Utilities, Inc. in the amount of \$474,465.50, pending approval of funding through the SC Department of Commerce's Community Development Block Grant Program.

MOTION by Councilmember Bailey to accept recommendation.

SECOND by Councilmember Henderson.

CARRIED UNANIMOUSLY.

5. **ANNOUNCEMENT BY MAYOR & COUNCIL**

- A. Please address the Mayor and Council from the lectern and state your name and address for the record.

Mayor Thompson announced that he went to visit Councilmember Ruff on Sunday. She is in rehabilitation progressing fairly well and he hopes she will be back with City Council real soon.

6. **PUBLIC COMMENT:**

- A. Please address the Mayor & Council from the lectern and state your name and address for the record.

None

7. **ADJOURNMENT:**

MOTION by Councilmember Bailey to adjourn.

SECOND by Councilmember Hill.

CARRIED UNANIMOUSLY.

Council meeting adjourned at 7:21 PM.

Gloria J. Rogers, Municipal Clerk

Minutes approved _____ 2012