

**TOWN OF SUMMERSVILLE
FINANCE COMMITTEE REPORT
DECEMBER 9, 2013**

The Finance Committee met at 8:00 a.m. on Monday, December 9, 2013 in the Training Room of the Summerville Municipal Complex. Present were Mayor Bill Collins, and Council members Aaron Brown, Kima Garten-Schmidt, Bob Jackson, Terry Jenkins and Bill McIntosh. Walter Bailey was absent. Also present were Town Attorney, G.W. Parker, Director of Administrative Services, Lisa Wallace and Finance Director, Belinda Harper. Other staff members, members of the press and members of the public were also present.

Presentation of Financial Report	Belinda Harper presented the November 2013 financial report. The report was accepted as information.
Approval of Financial Requisitions	<p>Mr. Jackson made a motion, seconded by Mr. Jenkins, to award the bid to Tupco, Inc. and issue a purchase order in the amount of \$173,831 for construction of the Fire Department Training Tower to be paid from 2013 and 2014 budgeted funds. Mr. McIntosh recused stating that he represents Tupco, Inc. in an unrelated matter. The motion carried unanimously with Mr. McIntosh recusing.</p> <p>Mr. Jackson made a motion, seconded by Mr. Jenkins, to approve the following financial requisitions: a purchase order to Air Cleaning Specialists, Inc. in the amount of \$34,699 for installation of a diesel exhaust extraction system to be paid from allocated construction funds for Fire Station 5; a purchase order to Spillman Technologies in the amount of \$33,013 (payment 1 of 4 annual payments) for a mobile module for the Police Department to be paid from E911 funds; a purchase order to Steen Enterprises in the amount of \$103,685 (state contract) for a Kubota Rubber Track Excavator to be paid from Stormwater fund balance (replacing excavator approved in October); a purchase order to Central Industries, Inc. not to exceed \$55,000 for fuel pump improvements and upgrades to be paid from contingency funds; and a purchase order to Vic Bailey Ford in the amount of \$26,512 plus tax (state contract) for a Crew Cab pick-up truck for the Fire Department Incident Management Team to be paid from 2012 State Homeland Security Program Grant. The motion carried unanimously.</p>
Discussion of Council Committee Reports	<p>Mr. McIntosh gave the report of the December 4, 2013 Planning and Development Committee meeting.</p> <p>Mr. Jenkins gave the report of the December 4, 2013 Public Works Committee meeting.</p> <p>Mr. Jackson gave the report of the December 4, 2013 Parks and Recreation Committee meeting. He pointed out that the department would like to close some park facilities [that require a staff person to unlock/lock them] on certain holidays (New Year's day, Thanksgiving, Christmas Eve and Christmas Day). The Finance Committee had no objection to this proposal.</p>

Discussion of Proposed/Upcoming Council Agenda Items	There was some discussion about the upcoming Council swearing-in ceremony. Mayor Collins reported that the first Wednesday of January falls on New Year's Day. The Finance Committee agreed that the council members and the commissioner of public works would be sworn-in on Thursday, January 2, 2014 at 4:00 p.m. (prior to the regularly scheduled committee meetings).
Miscellaneous	There were no miscellaneous items to discuss.
Executive Session	Mr. McIntosh made a motion, seconded by Mr. Jenkins, to enter into executive session at 8:16 a.m. to discuss personnel matters. The Finance Committee returned to public session at 8:25 a.m. and announced that no action was taken.
Adjourn	There being no further business, the meeting adjourned at 8:25 a.m.

Respectfully submitted,



Lisa Wallace
Director of Administrative Services
Clerk/Treasurer