

GREENVILLE UTILITIES COMMISSION

GREENVILLE, NORTH CAROLINA

Thursday, March 21, 2019

The Board of Commissioners of the Greenville Utilities Commission met in the Greenville Utilities Board Room in regular session at 12:00 noon with the following members, and others present, and Chair Blount presiding.

Commission Board Members Present:

Rebecca Blount, Chair
Joel Butler
Parker Overton
Don Mills

Minnie J. Anderson
Ann E. Wall
Tommy Stoughton
Kelly L. Darden, Jr.

Commission Staff Present:

Tony Cannon, General Manager/CEO
Chris Padgett
Phil Dixon
Jeff McCauley
Keith Jones
Randy Emory
George Reel
Roger Jones
Richie Shreves
Sandy Barnes
Scott Mullis
David Springer
Amy Wade
Steve Hawley

Jonathan Britt
Kevin Keyzer
Lou Norris
Kristen Jarman
Kyle Brown
Kathy Howard

Others Present:

P.J. Connelly, City Council; Ginger Livingston, The Daily Reflector; Brad Hufford, Pitt County Development Commission; Cindy Cronkhite, and Jesse Harris, Chamber Leadership Institute participants.

Chair Blount called the meeting to order and Mr. Overton ascertained that a quorum was present.

Chair Blount welcomed participants from the Chamber Leadership Institute and Mayor P.J. Connelly.

ACCEPTANCE OF THE AGENDA

A motion was made by Mr. Butler, seconded by Mr. Mills, to accept the agenda as presented. The motion carried unanimously.

SAFETY BRIEF

Tony Cannon, General Manager/CEO, called on Kevin Keyzer, Risk and Facilities Manager, to provide the safety brief. Mr. Keyzer explained the plan of action should there be an emergency at today's meeting.

APPROVAL OF MINUTES (Agenda Item 1)

A motion was made by Mr. Overton, seconded by Ms. Anderson, to approve the February 7, 2019 Workshop Meeting, February 11, 2019 Special Meeting; and the February 21, 2019 Regular Meeting minutes as presented. The motion carried unanimously.

PUBLIC-PRIVATE ECONOMIC DEVELOPMENT PARTNERSHIP UPDATE AND
RESOLUTION OF SUPPORT (Agenda Item 2)

Mr. Cannon noted at the February 11, 2019 Special Meeting the Board of Commissioners previously heard a presentation on a proposed public-private economic development partnership. Mr. Cannon introduced Mayor Connelly to address the Board. Mayor Connelly stated that over the past year various community partners have been working toward a new public-private partnership model to lead economic development efforts throughout Pitt County. He reminded the board of the background of these efforts.

- Convergent Nonprofit Solutions was retained in February of 2018 and conducted 61 interviews with Pitt County business and community leaders. Over 78% of those interviewed indicated that they supported creating a public-private partnership to lead economic development countywide.
- In October of 2018 an Economic Development Working Committee was appointed to review public-private partnership models, governance structures, funding sources, and staffing.
- The Committee worked for several months and in December of 2018 endorsed a collaborative economic development organization that would include Pitt County, municipalities, private sector partners, and economic development ally organizations. In January Pitt County withdrew support for proceeding.

Mayor Connelly asked the GUC Board of Commissioners for a commitment to participate in the proposed partnership.

Commissioner Overton stated that this should be looked upon as an investment and that he hoped the new entity would measure their performance so that GUC can measure its return on investment. Mr. Cannon explained that performance measures would be an important factor for the new entity for that very reason.

Commissioner Butler said he supported this effort, but it is important for the new partnership to provide comprehensive economic development services that would at a minimum include workforce development, existing industry services, business and industry recruitment, and other services and programs that will make the Greenville Region a successful place to do business.

A motion was made by Mr. Overton, seconded by Mr. Mills to approve the proposed Resolution committing to participate in the Public-Private Economic Development Partnership. The motion carried unanimously.

RESOLUTION OF THE GREENVILLE UTILITIES BOARD OF COMMISSIONERS

COMMITTING TO PARTICIPATION IN THE PUBLIC-PRIVATE ECONOMIC DEVELOPMENT PARTNERSHIP

WHEREAS, economic development is beneficial to all residents of Greenville and Pitt County, including all customers of the Greenville Utilities Commission;

WHEREAS, there is a desire to improve the economic development efforts in the City of Greenville and throughout Pitt County; and

WHEREAS, there is a desire to create a more collaborative approach to delivering economic development services; and

WHEREAS, the creation of a public-private partnership will bring parties together to lead our economic development efforts for the region; and

WHEREAS, the economic development working group endorsed the collaborative economic development organization that represents Pitt County, municipalities, private sector and economic development ally organizations; and

Whereas, the program of work for the public-private partnership will include:

- Existing business retention and expansion
- External marketing and business recruitment
- Product development (sites, business parks and buildings)
- Talent retention, development and attraction

- Small business and entrepreneurship development
- Retail/commercial development
- Support for municipal strategies
- Business advocacy and legislative relations
- Internal marketing and investor relations; and

WHEREAS, the governance structure will include sustaining members, municipal members and investors.

NOW, THEREFORE BE IT RESOLVED, by the Greenville Utilities Commission that it does hereby express its commitment for the creation of a public-private economic development partnership to promote the growth of Greenville and all of Pitt County and to that end a commitment to participating in the public-private economic development partnership as a sustaining member

Resolved this the 21st day of March 2019.

/s/ Parker Overton, Secretary

REVIEW OF MONTHLY FINANCIAL STATEMENT – February 28, 2019 (Agenda Item 3)

February 28, 2019 Financial Statement:

Key financial metrics for the combined funds for the period ending February 28, 2019:

Operating Cash:	\$83,302,886	Days of Cash on Hand:	142
Less Current Liabilities	(\$19,862,952)		
Fund Balance:	\$63,439,934		

Fund Balance Available for Appropriation:	25.0%	Days of Cash on Hand After Liabilities:	108
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Average Investment Yield: 2.29%

Fund Equity/Deficit Before Transfers

	Current Month			Year to Date		
	Actual	Budget	Last Year	Actual	Budget	Last Year
Electric	(\$199,045)	\$1,203,904	\$812,345	\$6,116,479	\$1,242,362	\$8,987,536
Water	\$111,044	\$277,599	\$118,766	\$1,976,823	\$2,218,448	\$2,072,137
Sewer	\$407,670	\$158,565	\$358,685	\$3,627,009	\$1,454,845	\$2,386,529
Gas	\$226,339	\$1,669,809	\$158,329	\$2,998,097	\$89,783	(\$1,712,598)
Combined	\$546,008	\$3,309,877	\$1,448,125	\$14,718,408	\$5,005,438	\$11,733,604

Fund Equity/Deficit After Transfers

	Current Month			Year to Date		
	Actual	Budget	Last Year	Actual	Revised Budget	Last Year
Electric	(\$699,045)	\$1,203,904	\$462,345	\$4,066,479	\$1,242,362	\$6,187,536
Water	(\$134,789)	\$31,766	(\$14,567)	\$105,992	\$251,784	\$1,005,473
Sewer	\$7,670	\$25,232	\$275,352	\$1,643,677	\$388,181	\$1,890,780
Gas	(\$13,661)	\$1,669,809	\$74,996	\$1,258,097	\$89,783	(\$2,379,262)
Combined	(\$839,825)	\$2,930,711	\$798,126	\$7,074,245	\$1,972,110	\$6,704,527

Mr. McCauley, Chief Financial Officer, provided a presentation on the Financial Statement for February 28, 2019.

The weather impact for the month of February indicated that the heating degree days were more than February 2018. The February rainfall was 4.31 inches which was more than last year. The portfolio earned 2.3% for the month of February.

Overall year-to-date results through the end of February remain stable. The Electric Rate Stabilization Reserves are approximately \$23.7 million, and the Gas Rate Stabilization Reserves are \$0.87 million. The Operating Reserves are 142 Days Cash on Hand, and Renewals and Replacements Reserves are approximately \$2.6 million. The Capital Project Funds Reserved for Existing and Future Capital Projects are approximately \$24.5 million.

A motion was made by Mr. Overton, seconded by Mr. Butler, to accept the Financial Statement for February 28, 2019. The motion carried unanimously.

RECOMMENDATION TO AWARD AUDITING SERVICES CONTRACT (Agenda Item 4)

Mr. McCauley stated that in accordance with GUC's Charter, a single auditing firm is used to perform the City's and GUC's audit. The costs associated with the audit are based on hours expended for each organization. In 2015 a five-year engagement contract for auditing services was awarded to Cherry Bekaert, LLP, but subject to approval of a contract on an annual basis.

Last year's audit fee was \$39,000 and the projection under the five-year plan for the fiscal year 2019 audit was \$42,000. Cherry Bekaert, LLP is proposing that the audit fee for fiscal year 2019 be decreased to \$39,500, which is \$2,500 or 6 percent below the original projection and \$500 or 1.3 percent above last year's actual of \$39,000.

A motion was made by Ms. Wall, seconded by Mr. Stoughton, to approve the Finance/Audit Committee's recommendation of the proposed revised pricing of the auditing services contract to \$39,500 and recommends the Board approve the execution of the fiscal year 2019 auditing services contract with Cherry Bekaert, LLP. The motion carried unanimously.

UPDATE ON THE STATUS OF THE BUDGET DEVELOPMENT (Agenda Item 5)

Mr. Cannon reminded the Board that the Finance/Audit Committee met on March 11, 2019 to review the end-of-year financial forecast for FY 2018-19 and the proposed budget for FY 2019-20.

A presentation on the budget development was provided by Mr. Cannon. It focused on end-of-year performance for FY 2018-19 and the key elements of the proposed FY 2019-20 budget. These areas include current status, recommended rate adjustments, capital investment, five-year capital plans, rate models, and the long-term financial forecast.

Key rate adjustment recommendations from the Finance/Audit Committee for the FY 2019-20 proposed budget are listed below:

- **Electric:** 0.0% rate increase as forecasted last year
- **Water:** 7.0% rate increase, a 0.6% reduction from last year's forecast of 7.6%
- **Sewer:** 0.0% rate increase, a 3.0% reduction from last year's forecast of 3.0%
- **Gas:** 0.0% rate increase as forecasted last year
(Proposed Purchased Gas Adjustment (PGA) in March and April will result in a 15.7% reduction in the typical residential bill)

Other key provisions in the Preliminary FY 2019-20 budget include:

- Expenditures budgeted for FY 2019-20 have increased by 2% or \$4.18M when compared to the FY 2018-19 budget. Key points are:
 - \$3.3M increase in purchased power
 - \$2.7M decrease in purchased gas
 - \$1.1M decrease in debt service
 - \$250K increase in transfers to rate stabilization
 - \$3.4M increase in transfers to capital projects
 - \$1.5M increase in operations
- No rate adjustment for the Electric Fund
- A 7.0% rate increase for the Water Fund, 0.6% less than projected last year
- No rate adjustment for the Sewer Fund, 3% less than last year
- No rate adjustment for the Gas Fund
- Funding for the employee market adjustment at 2.0% or \$585K effective July 1, 2019

- Funding for the employee merit program at 1.5% or \$448K
- Continuation of a self-insured health insurance plan which includes a high deductible Health Savings Account option
- Continuation of self-insured dental insurance plan
- Funding to bring replacements on board prior to the retirement of key personnel in order to facilitate succession planning, leverage the knowledge and experience of long-term employees for training on critical issues and ensure smooth transitions
- Existing positions have been reallocated and six permanent positions have been added to appropriately respond to needs within the combined enterprise operation
- Prefunding for Other Post-Employment Benefits (OPEB) \$500K
- Funding for increase in LGERS employer contribution from 7.75% to 8.95% - \$350K
- Transfer of \$150K to City's housing energy conservation program
- Investment of \$11.4M for capital outlay in order to maintain system reliability and comply with regulatory requirements in the combined enterprise operation
- Annual turnover or transfer of \$6.6M to the City of Greenville in accordance with the Charter issued by the North Carolina General Assembly

Additional components of the budget include:

- Rate Stabilization Reserves via Rate Stabilization Fund(s) for Electric and Gas will be established as needed.
- Proposed addition and revision to Electric Rate Schedule EL-2 (Rural Street Lighting Service) to offer more light fixtures options including LED and High-Pressure Sodium and to update some language regarding new developments. Rates will be based on the cost to serve.

Mr. Cannon noted that looking ahead the Board will review the proposed budget at GUC's regular Board meeting on April 18, 2019. On May 9, 2019, the FY 2019-20 balanced budget will be presented to the City Council. Adoption of the final budget will be at GUC's regular Board meeting on June 13, 2019, and at the City Council meeting on June 13, 2019. It was the consensus of the Board to proceed with the staff's recommendation.

UPDATE ON THE OPERATIONS CENTER PROJECT (Agenda Item 6)

Mr. Chris Padgett, Chief Administrative Officer, stated that work has begun at the new operations center. The existing gravel parking in the fenced area at the front of the property is being used for the construction trailers and storage containers. A construction entrance off Rock Springs Road has been cleared to bring equipment on site and work on the 2.5-acre retention pond has begun.

GENERAL MANAGER'S REPORT (Agenda Item 7)

1. Informational Reading

Bids, Statistical Data Report, Sewer Spill Tracking Report, and Load Management Report were provided.

The following Bids, Ranking of Proposals, and Ranking of Qualifications awarded by the General Manager/CEO during the past month were reported for information:

GREENVILLE UTILITIES COMMISSION

TABULATION OF BIDS RECEIVED

DEAD-END SHOES, STIRRUP CLAMPS, CABLE CLAMPS,
STRANDVISES AND GUY GUARDS
DECEMBER 13, 2018 @ 3:00 PM

VENDORS	DELIVERY TIME	EXTENSION
Anixter Power Solutions	Stock - 6 Weeks	\$63,756.80*
Wesco Distribution Inc.	Stock-12 Weeks	68,648.15

*Indicates recommended award based on the lowest responsible, responsive bid.

ITEM I (10) 25 KVA CONVENTIONAL DISTRIBUTION TRANSFORMERS 120/240,
STK # 204900

JANUARY 16, 2019 @ 2:00 PM

VENDORS	DELIVERY TIME (WKS)	UNIT PRICE	OWNERSHIP COST/UNIT	TOTAL
National Transformer Sales, Inc.	12	\$723.00	\$1,835.70*	\$7,230.00
Wesco Distribution, Inc.	10	798.00	1,922.70	7,980.00

* Indicates recommended award based on lowest total ownership cost.

ITEM II (3) 100 KVA CONVENTIONAL DISTRIBUTION TRANSFORMERS 120/240,
STK # 204950

JANUARY 16, 2019 @ 2:00 PM

VENDORS	DELIVERY TIME (WKS)	UNIT PRICE	OWNERSHIP COST/UNIT	TOTAL
National Transformer Sales, Inc.	12	\$1,943.00	\$5,039.90*	\$5,829.00
Wesco Distribution, Inc.	16	2,770.00	5,758.30	8,310.00

* Indicates recommended award based on lowest total ownership cost.

ITEM III (4) 150 KVA THREE-PHASE PADMOUNT TRANSFORMERS 120/208,
STK # 205220

JANUARY 16, 2019 @ 2:00 PM

VENDORS	DELIVERY TIME (WKS)	UNIT PRICE	OWNERSHIP COST/UNIT	TOTAL
National Transformer Sales, Inc.	12	\$5,517.00	\$10,906.80*	\$22,068.00
WEG	7	5,884.00	10,993.30	23,536.00
Wesco Distribution, Inc.	10	6,925.00	12,462.70	27,700.00

* Indicates recommended award based on lowest total ownership cost.

ITEM IV (30) 75 KVA PADMOUNT TRANSFORMERS 240/120, STK # 205040

JANUARY 16, 2019 @ 2:00 PM

VENDORS	DELIVERY TIME (WKS)	UNIT PRICE	OWNERSHIP COST/UNIT	TOTAL
National Transformer Sales, Inc.	12	\$1,742.00	\$4,264.10*	\$52,260.00
Wesco Distribution, Inc.	10	2,210.00	4,895.60	66,300.00

* Indicates recommended award based on lowest total ownership cost.

ITEM V (25) 50 KVA PADMOUNT TRANSFORMERS 240/120, STK # 205140

JANUARY 16, 2019 @ 2:00 PM

VENDORS	DELIVERY TIME (WKS)	UNIT PRICE	OWNERSHIP COST/UNIT	TOTAL
National Transformer Sales, Inc.	12	\$1,364.00	\$3,210.80*	\$34,100.00
Wesco Distribution, Inc.	10	1,890.00	3,840.60	47,250.00

* Indicates recommended award based on lowest total ownership cost.

RANKING OF PROPOSALS RECEIVED

FUEL SOFTWARE

JANUARY 24, 2019 @ 4:00 PM

VENDOR RANKING
AssetWorks, LLC *
Guardian Fueling Technologies
Trak Engineering, Inc.

*Indicates recommended negotiations based on the vendor's submitted proposal.

RANKING OF QUALIFICATIONS RECEIVED
ENGINEERING SERVICES FOR GAS DISTRIBUTION SYSTEM IMPROVEMENTS
MEMORIAL DRIVE BRIDGE GAS MAIN RELOCATION
JANUARY 31, 2019 @ 4:00 PM

VENDOR QUALIFICATION RATING
Kimley Horn*
Rivers & Associates
RK&K
AECOM
Energy Land & Infrastructure
Booth & Associates
Patrick Engineering

*Indicates recommended negotiations based on the vendor's submitted qualifications.

RANKING OF PROPOSALS RECEIVED
NETWORK SECURITY
FEBRUARY 5, 2019 @ 3:00 PM

VENDOR RANKING
SeNet International Corp.*
Stern Security
Sentient Cyber Security
MGT Consulting Group
Anixter, Inc.
EPS Engineering & Design
ERMPProtect
Control Cyber, LLC
GoSecure

*Indicates recommended negotiations based on the vendor's submitted proposal.

TABULATION OF BIDS RECEIVED
ONE (1) RUBBER TRACK COMPACT EXCAVATOR
FEBRUARY 6, 2019@ 3:00 PM

VENDORS	MFG.	DELIVERY TIME (DAYS)	UNIT PRICE
Rob's Hydraulics, Inc.	Hyundai R55-9A	60-120	\$54,950.00*
Rob's Hydraulics, Inc., Alt.	Yanmar ViO55-6A	90-120	58,950.00
Quality Equipment	John Deere 50G	15	63,400.00
James River Equipment	John Deere 60G	30	65,889.93
Mitchell Tractor & Equipment	Takeuchi TB260CA	30-60	66,400.00
Quality Equipment, Alt.	John Deere 60G	15	69,900.00
Gregory Poole	Caterpillar 305.5E2	30	73,000.00

*Indicates recommended award based on the lowest responsible, responsive bid.

TABULATION OF QUOTATIONS RECEIVED
WATER & SEWAGE MATERIALS
FEBRUARY 7, 2019@ 3:00 PM

VENDORS	TOTAL
Core & Main, LP	\$4,598.70*
Fortiline Waterworks	5,482.60
Ferguson Enterprises	6,348.85
Consolidated Pipe & Supply, Inc.	8,366.75

*Indicates recommended award based on the lowest responsible, responsive bid.

COUPLINGS AND CAPS
FEBRUARY 7, 2019@ 4:00 PM

VENDORS	TOTAL
Core & Main, LP	\$4,380.40*
Fortiline Waterworks	4,406.60
Water Works, Inc.	4,492.00
Ferguson Enterprises	4,700.40
Consolidated Pipe & Supply, Inc.	5,247.25

*Indicates recommended award based on the lowest responsible, responsive bid.

TABULATION OF RE-BIDS RECEIVED
TUBULAR STEEL STRUCTURES
FEBRUARY 13, 2019@ 2:00 PM

VENDORS	DELIVERY TIME (WKS)	TOTAL
ROHN Products	14-16	\$562,180.00*
Meyer Utility Structures	-	617,250.00
Valmont Utility	22-24	627,182.00
M.D. Henry Co.	24-26	677,754.00
Sabre Industries	18-20	741,366.00
Summit Utility Structures	-	786,578.00

* Indicates recommended award based on the lowest responsible, responsive bid.

Load Management Report

The Duke Energy Progress (DEP) monthly peak occurred on February 1, 2019 for the hour ending at 8:00 a.m. GUC's load management system was in full operation during this period. As a result, the estimated avoided demand costs amount to \$1,263,722.

2. Key Performance Indicators (KPIs)

The following KPIs highlighted for this month were provided in the dashboard format along with the corresponding scorecard:

- Installation of New Services – Water/Sewer
- Duration of Electric Interruptions (CAIDI)
- Days Operating Cash on Hand
- Hours Worked Without a Lost Workday Injury

3. Commendations

The following are compliment records:

Troy Perkins, Water Resources System Superintendent, received a call from customer Joyner Washburn. Mr. Washburn called to report the great job done by GUC on a street sewer repair. The crew included Butch Stroud, Water Resources Pipe Crew Leader II; Dean Roberson, Equipment Operator V; Culter Elks, Equipment Operator III; Maurice Ampley, Pipe Layer III; Corbin Congleton, Pipe Layer III; and Kevin Hudson, Pipe Layer II.

Roger Jones, Director of Electric Systems, received an email from Kenny Roberts of ElectriCities of North Carolina, Inc. Mr. Roberts wanted to express appreciation to GUC for allowing James Whitaker, GUC's Meter Crew Leader, to help instruct the Basic Meter School recently in Concord. He wrote that James' experience, knowledge and passion has played a vital role in the success of the Basic Meter School, the Advanced Meter School and the Meter Career Development program.

Emily Garner, Public Information Specialist, reviewed a Facebook Message from customer Robin Bliven. Mrs. Bliven complimented John Sheppard, Gas Service Worker Senior, and Karyn Wilson, Gas Customer Records Clerk, for providing excellent customer service.

Karyn Wilson, Gas Customer Records Clerk, received a call from customer James Wilson, Jr. Mr. Wilson called to express his gratitude to Justin Oakes, Gas Serviceworker, and Enrique Basabe Benitez, Gas Serviceworker, when investigating a possible gas leak at this home. He stated they were courteous, professional.

Seth Shoneman and Jonathan Sergeant, Energy Service Officers, received an email from Pamela Ferris, STEM Coordinator for Wellcome Middle School. Ms. Ferris thanked both for taking time to exhibit at the 3rd annual Wellcome Middle School STEM Fair.

4. Other

- Mr. Cannon communicated to the Board of Commissioners and City Liaison about the March 1, 2019 Purchased Gas Adjustment (reduction). A copy of the memorandum was provided in the agenda materials.

- Mr. Cannon stated that the upfit on the Main Office Building is underway. Mr. Kevin Keyzer, Risk Facilities Manager, provided an update on the renovation and provided slides showing the new rerouting of traffic for employees, customer and visitors.
- GUC participated in the 2019 Chamber Grow Local program this past week hosting approximately 75 students from chemistry and information technology classes from Ayden Grifton High School and J.H. Rose High School. GUC was part of the pilot program in during the summer of 2018.
- Mr. Cannon announced that the Joint Meeting with City Council was scheduled for Monday, April 22. Due to conflicts, April 24 has been proposed as the new date. A motion was made by Ms. Wall, seconded by Mr. Mills to move the Joint Meeting in April to Wednesday, April 24, 2019 at City Hall. The motion carried unanimously
- Mr. Cannon announced there is a commissioner orientation session for Commissioner Darden on March 25, 2019 at 1:00 p.m. with the support departments. All are welcome to attend.
- Mr. Cannon invited the Commissioners to attend the 2 Million Hour celebration on April 2, 2019 at 11:00 a.m. and 12:30 p.m.

BOARD CHAIR'S REMARKS/REPORT (Agenda Item 8)

Chair Blount shared the approved minutes from the Finance/Audit Committee and reminded the Commissioners of the following meetings:

- Joint Pay & Benefits Committee Meeting, Tuesday, March 26, 2019, 10:00 a.m., Board Room
- Former Commissioner Dinner, Wednesday, April 10, 2019, 6:00 p.m., Brook Valley Country Club
- GUC Regular Meeting, Thursday, April 18, 2019, 12:00 p.m., Board Room
- The Joint City Council and GUC Board Meeting has been moved to Wednesday, April 24, 2019 at City Hall.

BOARD MEMBER REMARKS

Commissioners commented on the budget process and thanked everyone for the hard work involved.

CLOSED SESSIONS:

Mr. Phillip Dixon, General Counsel, stated that the Board of Commissioners should consider entering Closed Session pursuant to the following statutes.

N.C.G.S. 143-318.11(a)(1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.

N.C.G.S. 143-318(a)(3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged and to consider and give instructions concerning a potential claim or actual claim, administrative procedure, or judicial action.

Upon motion by Mr. Mills, seconded by Mr. Stoughton, the Greenville Utilities Board of Commissioners unanimously agreed to enter Closed Session at 1:18 p.m. for such purposes.

There being no further business to come before the Board of Commissioners in Closed Session, upon motion by Mr. Mills, seconded by Mr. Overton, the Board of Commissioners unanimously agreed to return to Open Session at 1:30 p.m.

There being no further business to come before the Board of Commissioners in Open Session, upon motion by Mr. Mills, seconded by Mr. Overton, the Board unanimously agreed to adjourn the meeting at 1:30 p.m.

Respectfully submitted,

Amy Carson Wade
Amy Carson Wade, Executive Secretary

APPROVED:

Parker Overton
Parker Overton, Secretary