MINUTES
TOWN OF DUE WEST
REGULAR COUNCIL MEETING
MONDAY, APRIL 17, 2023 – 6:00PM
TOWN HALL -- 103 MAIN STREET

COUNCIL PRESENT: Mayor Jeannie Knight; Mayor Pro Tem Bob Mock; Council Members Gayle Beaudrot; Jay Lown; Kitty Storey; and Sandy Totherow

COUNCIL ABSENT: Council Member Chris Myers

STAFF PRESENT: Pati Chasteen, Clerk/Treasurer; Police Chief David Maxwell; and Corporal Jesse Ashley

STAFF ABSENT: Town Attorney Bishop; Town Administrator Krumwiede; Utility Superintendent Lewis Sexton; and Fire Chief Roy McClain

I. CALL MEETING TO ORDER-- Mayor Knight at 6:00 p.m.

II. PLEDGE OF ALLEGIANCE/INVOCATION
Mayor Knight led in the Pledge of Allegiance and Rev. Leland Beaudrot offered the invocation

III. RECOGNITION OF VISITORS
Mayor Knight recognized Boy Scout Troop #54 to tonight’s meeting.

IV. REGULAR TOWN COUNCIL BUSINESS ITEMS
A. A motion was made by Council Member Beaudrot and 2nd by Mayor Pro Tem Mock to approve the minutes of the Regular Town Council Meeting from March 20, 2023. Motion carried unanimously.

B. Monthly Financial Statements for the Period Ending December 31, 2022--no changes were noted. The floor was opened for comments. After hearing none, A motion was made by Mayor Pro Tem Mock and seconded by Council Member Totherow to approve the financial reports as information. The motion passed unanimously.

C. Monthly Financial Statements for the Period Ending January 31, 2023--no changes were noted. The floor was opened for comments. After hearing none, A motion was made by Mayor Pro Tem Mock and seconded by Council Member Beaudrot to approve the financial reports as information. The motion passed unanimously.

D. Monthly Financial Statements for the Period Ending February 28, 2023--no changes were noted. The floor was opened for comments. After hearing none, A motion was made by Mayor Pro Tem Mock to approve the financial reports as information. The motion passed unanimously.

E. Monthly Financial Statements for the Period Ending March 31, 2023--Financial Statements were not available.

V. YEAR-END AUDITOR'S REPORT
Derrick Terry, CPA/Shareholder with Phillips CPAs and Advisors presented the final year-end management and auditor's report for the Fiscal Year 2021-22 with an expressed clean, unmodified audit opinion—the highest opinion possible. An unmodified opinion is the best opinion in which the audit offers a high level of assurance that the financial statements contain no misstatements—presented sufficiently and fairly. The statement of net position is on an accrual basis. The Town has no long-term debt and in a very good position overall with working capital. No issues or findings to note. The Proprietary Fund did have a decrease in net position—expenses exceeded revenue. All significant transactions in the financial statements have been recorded in the proper period. They cited no areas of concern. They’ve noted no transactions entered in during the year for which there was a lack of authoritative guidance or consensus. Subsequent events were reviewed up to the audit date. They encountered no significant difficulties in dealing with management in performing and completing the audit. He noted the "Employee Retirement Systems and Pension Plans" has supplementary schedules required for the "Governmental Accounting Standards Board". This is a required by governmental standards by showing the unfunded portion the Town might be responsible for. He reported a healthy ratio between assets and liabilities. The Town has a very good unrestricted balance. The staff promptly provided everything needed for the audit and handled the pressure efficiently. Mr. Terry asked if Council had any questions. After hearing none, Mayor Knight thanked Mr. Terry.

A motion was made by Mayor Pro Tem Mock and 2nd by Council Member Storey to receive the Fiscal Year Ending June 30, 2022, auditor's and management report as information. Motion carried unanimously.

VI. LEGISLATION
A. PROCLAMATION
Proclamation In Recognition of Peace Officers' Memorial Day on May 15, 2023

Mayor Knight read the proclamation and confirmed the Town’s flags will be lowered. On behalf of the Police Department, Mayor Pro Tem Mock said he appreciates the work they do for the Town.
B. **ORDINANCE NO. 05-2023**
First Reading on Ordinance No. 05-2023—An ordinance authorizing and directing the Town of Due West, S.C., to enter into an intergovernmental agreement relating to South Carolina Local Revenue Services; to participate in one or more local revenue service programs; to execute and deliver one or more participant program supplements; and other matters relating thereto.

At the request Municipal Association, Mayor Knight explained that MASC has requested that we prepare this ordinance in order for us to continue to participate in the local revenue service programs. After no further discussion, a motion was made by Mayor Pro Tem Mock and 2nd by Council Member Lown. The motion carried to approve the first reading of Ordinance No. 05-2023.

VII. **REPORTS**
A. **MAYOR’S REPORT—No Report Provided**

B. **TOWN ADMINISTRATOR**

C. **ATTORNEY JOHN ANDREW BISHOP**

D. **FIRE—No Report Provided**

E. **POLICE—Report Provided**
Mayor Thanked Chief Maxwell and Corporal Ashely for attending tonight’s meeting. Chief Maxwell said the Police Department will always be here. He confirmed the new Police Department’s vehicle is in service. They’ve received SLED’s Letter of Compliance with State Law. Our new Officer Tucker had problems at the Academy with one portion. She’ll return in three weeks. They will be taking her to the firing range for field training.

F. **UTILITIES—No Report Provided**

VIII. **OLD BUSINESS**

IX. **NEW BUSINESS**

X. **ANNOUNCEMENTS**
1. Town Offices Will Be Closed for Memorial Day on May 29th
2. Civic Events Committee Meeting on April 25th at 10:00 a.m. in Council Chambers
3. Memorial Day’s Retiring of the Colors on May 29th at the Corner of Main Street and Strong Circle. Sponsored by Boy Scout Troop 54.

XI. **ADJOURNMENT**
Council Member Totherow made a motion to adjourn at 6:42 p.m., 2nd by Council Member Beaudrot; all were in favor.

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MAYOR

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CLERK/TREASURER