

**IRMO CHAPIN RECREATION COMMISSION  
SPECIAL CALLED MEETING  
MINUTES**

Saluda Shoals Park  
Administration Building  
February 11, 2014  
6:00 P.M.

Members Attending

John Sowards, Scott Wilhide, Emily Shuman, Bill Harmon

Members Absent

Bruce Loveless

Non-members Attending

Elizabeth Taylor  
Eve Mittendorf

Chairman John Sowards called the meeting to order at 6:00 p.m. and delivered the invocation.

**I. REQUIREMENTS OF THE FREEDOM OF INFORMATION ACT**

The news media was notified of the meeting, it was posted on the website and a notice and agenda posted at the park sites four days prior to the meeting.

**II. AUTHORIZATION OF CONTRACTUAL AGREEMENTS AND NEGOTIATIONS**

Elizabeth Taylor shared, as part of the current master plan, the agency is developing two sites: Epting Camp and Saluda Shoals Park East. A pre-qualification meeting was held to outline the project scope and describe elements required in the request for qualifications from contractors. Six contractors submitted qualifications; the selection was based on an evaluation criteria provided by the design consultant, KBS. Loveless Construction firm scored the highest total points at 300 points in the overall evaluation. Chairman Sowards stated for the record, Loveless Construction is owned by Ken Loveless, the brother of Commissioner Bruce Loveless. Chairman Sowards also communicated that Commissioner Bruce Loveless is not present for the ICRC February 11, 2014 Special Called meeting; Commissioner Loveless has not been a participant in the selection process and will not vote on the authorization of the contractual agreement with Loveless Construction. Chairman Sowards also requested that the record reflect a signed statement from Commissioner Bruce Loveless that he abstains from voting on the selection of Loveless Commercial Construction; furthermore Commissioner Loveless has no financial interest nor is he an officer or representative of Loveless Commercial Construction. Chairman Sowards additionally requested the record reflect that Loveless Construction has previously done business with Irmo Chapin Recreation Commission prior to Bruce Loveless becoming a Commissioner of the agency.

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE LOVELESS COMMERCIAL CONSTRUCTION AS THE BUILDING CONTRACTOR FOR SALUDA SHOALS EAST AND EPTING CAMP. BILL HARMON SECONDED.

Vice Chairman Wilhide asked what the highest number of evaluation points a contractor could receive. Elizabeth Taylor stated 400 points is the highest.

VOTE TAKEN. MOTION PASSED.

### III. **EXECUTIVE SESSION**

A MOTION WAS MADE BY BILL HARMON TO MOVE INTO EXECUTIVE SESSION TO DISCUSS CONTRACTUAL MATTERS. SCOTT WILHIDE SECONDED. VOTE TAKEN. MOTION PASSED.

No action was taken during Executive Session; Commission returned to General Session at 6:28 p.m.

### IV. **ADJOURNMENT**

A MOTION WAS MADE BY CHAIRMAN SOWARDS TO ADJORN GENERAL SESSION AT 6:29 P.M. SECONDED BY SCOTT WILHIDE. VOTE TAKEN. MOTION PASSED.

Respectfully submitted,  
Eve Mittendorf  
IRMO CHAPIN RECREATION COMMISSION