

TOWN OF SWANSEA
COUNCIL TELECONFERENCE
BUDGET WORKSHOP 2020-2021

April 20, 2020

MEMBERS IN ATTENDANCE

Mayor Jerald Sanders
Mayor Pro-Tem Woodrow Davis
Councilwoman Linda Butler
Councilman Michael Luongo
Councilwoman Doris Simmons

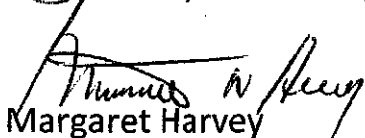
The Swansea Town Council held its Teleconference meeting via Telephone on April 20th at 2:00 pm. The meeting was called to order by Mayor Jerald Sanders. The towns CPA Yvette Jones of Jones Financial Services explained, she had received an e-mail from Councilwoman Doris Simmons who recommended rescheduling the meeting in an effort to get additional information to review. Ms Jones agreed for an updated budget with actual numbers of profit and loss for a much more productive meeting.

Mayor stated, they would proceed with the work shop on next Monday, April 27th at 2:00 pm.

A number of questions, regarding the budget for training of council members; and concerns of training for staff.

The mayor asked, if there were no other questions, if it was a motion for an adjournment. The motion was presented via Councilwoman Simmons and seconded by Councilman Luongo. The meeting was adjourned.

Respectively Submitted,


Margaret Harvey
Clerk Treasurer

TOWN OF SWANSEA
COUNCIL TELECONFERENCE
GENERAL MEETING
APRIL 13, 2020

MEMBERS IN ATTENDANCE

Mayor Jerald Sanders
Mayor Pro-Tem Woodrow Davis
Councilwoman Linda Butler
Councilman Michael Luongo
Councilwoman Doris Simmons

The Swansea Town Council held its Teleconference meeting Via Telephone on April 13, 2020. The meeting was hosted at 300 West Third Street, Swansea SC. Mayor Sanders called the meeting to order, confirming the media was notified and the agenda had been posted at town hall and the police department.

The Mayor asked, for a consideration to approve the minutes of February 24, 2020. Councilwoman Butler placed a motion on the floor to approve the minutes, there was no second. The Mayor inquired asked, if there was a reason, no response or comment. He indicated, he would come back to the minutes.

The Auditors Report for the Town of Swansea for 2019 was presented by John Brown, CPA of JB Accounting Services. Mr. Brown Thanked the Town of Swansea for allowing him to do the Town Audit for 2019. He received full cooperation from the entire town an all contract staff for his requests.

Mr. Brown shared The Independent Auditors report. A synopsis of the audit report was presented. He was told what to engage in and his responsibilities. His Summary of Opinion told what the town had on the Audit. The town received a Modified Report. There were some things that kept him from giving an unmodified report. The Victims Funds and a Capital Asset not listed for 2 years which was a vehicle. If it were not for those two things it he would have given a qualified audit report.

Finding related to Financial Statements.

Capital Assets not being properly maintained:

Recommendations to correct:

1. Establish procedures to follow and correct.
 - a. Fixed assets listing
 - b. List on insurance policy
 - c. Proper documentation to be able to locate and identify

2. Victims Fund Lexington County
 1. No reason a bill should be 17 years in the rear since (2002)
 2. Put procedures in place to make sure town liability are timely paid, should not go 17 years without being addressed.

Checking Accounts Town of Swansea

1. Clerk Treasurer
2. Municipal Clerk
3. Police Department

There are 3 different individual writing checks. It should be one check book for the Clerk Treasurer and 1 Municipal Clerk.

Councilman Luongo, wanted the records to show Council can come back later to answer potential questions on some of the Audit finding by Mr. John Brown CPA per Mayor Sanders.

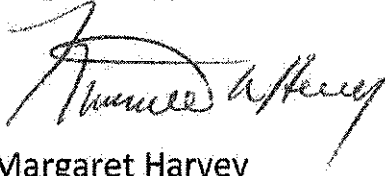
Councilman Luongo, response for not voting on minutes, as he was still waiting on recordings from his FOIA request. Mayor shared, recordings had been sent to his attorney with a certified receipt showing received dated back in March, and Attorney Sidney Evering, informed him he drafted a letter to his attorney on behalf of the Mayor to send on Town letterhead within timeframe. Mayor recommendation was for him to communicate with his attorney.

Mayor asked, Council again if there was a consideration to pass the minutes of February 24th, Councilwoman Butler presented the motion and second via Councilman Woodrow Davis. Councilwoman Butler, yes; Councilman Davis, Yes;

Councilman Luongo No, Councilwoman Simmons, No and Mayor Sanders, Yes and the motion was approved and carried.

Mayor inquired, if there was no further business or questions, for a motion to adjourn. The motion was presented by Councilman Woodrow Davis and Second by Councilwoman Butler. The motion carried, it was unanimous.

Respectively Submitted,

A handwritten signature in cursive script, appearing to read "Margaret Harvey". The signature is written in dark ink and is positioned above the printed name.

Margaret Harvey
Clerk Treasurer