

Laurens County Council

POST OFFICE BOX 446

Laurens, South Carolina 29360-0446

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ERNEST B. SEGARS, ADMINISTRATIVE ASSISTANT
 DOROTHY B. WILSON, CLERK

April 24, 1990

Mr. John W. Martin
 Route 1, Box 240
 Gray Court, South Carolina 29645

Dear Mr. Martin:

I received your letter, dated April 23, 1990, concerning the expenditure of funds that the Hickory Tavern Youth and Recreation Association will receive from Laurens County. As you know, the Parks and Recreation Commission approved the allocation of \$2,000 to the Association on April 7, 1990.

Since I talked to you on the telephone recently, I have reviewed the County's Purchasing Policy. That policy requires that the County receive bids, prior to the expenditure of funds for projects.

To comply with this policy and for auditing purposes, I would recommend that the Association follow the procedures listed below:

1. The Association should obtain at least two bids from reputable vendors and submit these bids to the Council Office at your earliest convenience. If you are able to obtain one bid, that will be satisfactory, but I would appreciate it if you document this fact in writing.
2. Once the bids have been received, I will issue a letter immediately that will commit \$2,000 from Laurens County to proceed with the work.
3. Once the project is started, the contractor can submit the bills directly to the County Council Office and the County will pay the bills, up to \$2,000, on behalf of the Hickory Tavern Youth and Recreation Association.

I realize this process is involved. However, the process described above will protect the County certainly appreciates the efforts of the Association in providing recreational opportunities for the Hickory Tavern area.

Please contact me at 984-5214 if you have questions.

Sincerely,



Ernest B. Segars
 Laurens County Administrative Assistant

EBS/dw

April 23, 1990

MR ERNIE SEGARS
Laurens County Council

Dear Sir;

This is to inform you as to
how we plan to spend the \$2,000.00.
Our group has decided to spend it on
chain link fence to surround the ball fields

Sincerely,

John W Martin Treasurer
Hickory Tavern Youth & Rec. Assn

LAURENS COUNTY PARK & RECREATION COMMISSION
In Care of the Laurens County Council
Post Office Box 445
Laurens, South Carolina 29360

April 7, 1990

Hickory Tavern Youth Association
c/o Ms. Kathy Heggie
Route 1, Box 214
Gray Court, SC 29645

Dear Ms. Heggie:

At a meeting of the Laurens Park & Recreation Commission, you presented a request from the Hickory Tavern Youth Association for \$3170.00. The Commission agreed to allocate \$2000.00 to the Hickory Tavern Youth Association. Please have the President or designated representative contact Mr. Ernie Segars at 984-5214 to make arrangements for being issued a check in the amount of \$2000.00.

Sincerely,

Freddie G. Pinson

Freddie G. Pinson
Acting Secretary

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