

**MINUTES OF THE
FOREST ACRES CITY COUNCIL MEETING**

July 9, 2019

Mayor Frank Brunson, Council members Beau Powell, Shell Suber, Thomas Andrews, and John Barnes were present, along with City Administrator Shaun Greenwood, Assistant City Administrator/Finance Director Andy Smith, Police Chief Gene Sealy and City Attorney Lee Holloway.

Mayor Frank Brunson called the meeting to order at 5:15 p.m.

1. Invocation and Pledge of Allegiance

Mayor Frank Brunson led the invocation and led the Pledge of Allegiance.

2. Approval of Minutes

City Council meeting held June 11, 2019

On a motion by Mr. Powell seconded by Mr. Suber, Council unanimously approved the minutes.

3. Mayor's Issues & City Projects

a. TPAC report – Jack Oliver

Mr. Oliver reported that he exchanged emails with the TPAC Director and stated that the Harrison Road project is ready to go and will have a more solid date to begin at a later date. The Percival Road project does not look like it will occur.

b. Responses to Community Forum items:

Property conditions at Pinestraw and Two Notch Road

Administrator Greenwood reported that Code Enforcement continues to work with the property owner and progress is moving forward. The property owner is currently abiding by the terms the city is setting forth and is being encouraged to continue ongoing maintenance rather than allowing the property to decline in condition.

Stormwater issues at the intersection of Parrish and Montclair

Mr. Greenwood said he has received topo graphic surveys and a letter from the engineer for the developer that have been submitted to the county for the revision of the stormwater system. The engineer's letter indicated that the storm water revision is minor in nature. The stop-work order remains on the property. There will be no further development or inspections conducted on Lot 34 or any part of the development until the stormwater issue is rectified. Mr. Greenwood displayed the topo graphic survey on the chamber screens and explained the revisions to Council in detail.

Parking and speeding on Florawood

Mr. Greenwood stated he and Chief Sealy met with residents on Florawood regarding the parking and speeding problems. The residents are working on a petition of what they would like to see happen. Mr. Barnes asked if the city can send a letter to the principal of AC Flora regarding the parking situation. Chief Sealy said that the city sends a letter every school year, however, the school has no control over parking on Florawood unless a vehicle is obstructing the road. Chief Sealy added he's spoken with the school's administration for decades regarding the parking situation. There have been many meetings with SC DOT and signs have been installed. FAPD and Administration will continue to monitor the situation and work with the residents so that a decision can be reached.

Trucks on Falcon Drive

Mr. Greenwood reported that the concern is being monitored, however, to date a problem has not been observed. SC DOT determined that the city would have to pass an ordinance stating that "No Thru-Trucks" would be allowed on Falcon Drive and then DOT would post the signs.

4. New Business:

- a. Administration of Oath of Office for Mayor Frank J. Brunson, Councilman Thomas Andrews, and Councilman John Barnes
City Attorney Lee Holloway administered the oath of office and swore in incumbent Mayor Frank J. Brunson, and newly elected Councilmen Thomas Andrews and John Barnes for new four-year terms.
- b. Election of a Mayor Pro-Tem
On a motion by Mr. Andrews seconded by Mr. Barnes, Council elected Beau Powell to a two-year term as Mayor Pro-Tem.
- c. Discussion of a letter to Richland School District One relating to the use of Non-Standard Service Funds to bury powerlines on Clemson Avenue in front of Crayton Middle School
Administrator Greenwood asked Council to defer until after Executive Session so that Attorney Holloway can advise council. On a motion by Mr. Powell seconded by Mr. Barnes, Council unanimously agreed to defer discussion.
- d. Staff request for H-Tax funds of up to \$1,000 for a Platinum Level Sponsorship at the Annual Conference of the South Carolina Chapter of the American Planning Association
Mr. Greenwood said he is part of a statewide planning conference that will be happening in Columbia in October 2019. The request is so that the City of Forest Acres be recognized by the members and the registration for Mr. Greenwood and Assistant City Administrator Andy Smith will be covered by the sponsorship. They will also teach a session regarding our Cardinal Crossing development due to its type and size. Advertisement for the city will also be included.
On a motion by Mr. Suber seconded by Mr. Barnes, Council unanimously approved the Platinum Level Sponsorship.

5. Old Business:

- a. Discussion of potential members for the Beautification Foundation
Mr. Greenwood stated he has received two new application for membership on the Beautification Foundation. On a motion by Mr. Powell seconded by Mr. Barnes, Council unanimously approved the appointment of Susan Thomas and Diane T. Carr. Both new members are residents of Spring Glade Court.
- b. Second Reading: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING THAT THE CODE OF ORDINANCES, CITY OF FOREST ACRES, BE AMENDED BY REVISING SECTION 21.4.2 (ZONING MAP) OF SAID CODE; PROVIDING FOR A CHANGE IN THE DISTRICT BOUNDARIES OF THE CITY ZONING MAP FOR 3440 PINE BELT ROAD (TMS 14106-01-09).
Mr. Greenwood said the rezoning request change from C-3 to C-2 was approved by council at the June 2019 meeting. The first reading of the rezoning request with this change was approved as well. Mr. Greenwood reached out to the two residents of Pine Belt regarding the change and did not receive feedback.
On a motion by Mr. Powell seconded by Mr. Suber, Council unanimously approved the rezoning to C-2.

6. City Administrator's Report:

- a. Administrative Initiatives update
Mr. Greenwood said the overhaul for job descriptions has moved forward. The project is being finalized and all employees will be met with to receive their new job descriptions. The time-clock issue is still in the works and an update will be provided as soon as negotiations are completed.
- b. Forest Lake Place Bridge update
Mr. Greenwood said that work is being completed on the bridge and work should be completed, weather permitting, in the next couple of weeks. The monitoring program recommended by Chao and Associates will be implemented when the work is completed.

c. Recycling program update

The new recycling roll cart program is going well. There have been a couple of challenges, however, it continues to move along smoothly. The new program alleviates physical overexertion by not having to lift hundreds of the small bins daily for our recycling employees. The recycling roll carts are picked up by the mechanical truck lifts.

7. Finance Director's Report:

Assistant City Administrator/Finance Director Smith reported to council an update on FY 18-19 ending June 30, 2019. Mr. Smith pointed out the preliminary and unaudited statement of activities describing our actual revenue vs. budget. Through June 2019 we have collected just over \$7,000,000 in revenue. That amount is approximately 93-94% of our annual budget. We will be accruing items back into FY 18-19 for the next couple of months and will likely reach approximately 98-99% of our budget. On the expense side through June 2019 we were at 88% of our expenses and that will rise for up to the next couple on months with accruals. A recycling truck that was supposed to be purchased in FY 18-19 will be purchased in FY 19-20 due to delays with the seller's delivery. Mr. Smith said that the Hospitality budget is also included in the preliminary report. The Forest Drive Corridor budget line remains in the budget and will remain until decisions are made on the improvements. Mr. Greenwood added that our Hospitality budget includes anticipated repair funds as well as maintenance of trees needed to be limbed. Mr. Barnes asked about the revenue line item regarding permits, plan review, and inspections. Mr. Smith stated that the timing of larger projects like Cardinal Crossing and Tuscan Gardens is the reason for the over budgeting of that line item.

Revenues and expenditures are consistent with the same period in prior years.

8. Police Chief's Report:

Chief Sealy reported that the Born in the USA race on July 4th was successful. There were 316 runners who participated.

Boy Scout Troop #324 members Thomas Corvin and Garrick Cappell completed community service hours in June 2019 by stenciling nearly 1000 orange traffic cones.

Richland County Deputy John Burckhard presented mission flags and certificates flown in Afghanistan on combat missions to Forest Acres Police Department, Dr. and Mrs. Alia, and Kassy and Sal Alia in honor of Officer Greg Alia who was killed in the line of duty on September 30, 2015.

Regarding speeding complaints on Florawood a stealth stat survey was completed for four days. Posted speed limit is 30 mph. There were 907 vehicles that clocked an average speed of 19.45 mph. 85% of the vehicles were driving 27 mph or less. The area will continue to be monitored.

9. Community Forum:

Resident Lorien Owens stated that she has two students at AC Flora and asked about MUV Fitness issuing parking permits in their back-parking lot. The incentivizing of carpooling is also an option.

Mr. Greenwood said that MUV did offer that in the past and there were fifty spaces allotted, however, there were problems with the students littering and not following the rules. Mr. Greenwood and Chief Sealy agreed to revisit the parking permits with MUV Fitness for the upcoming school year.

Resident William Brantley reported the Richland county property on the corner of Valleybrook and Satchelford Road is full of garbage again and asked if Mr. Greenwood will reach out to the county again. Mr. Greenwood stated he will reach out to the county immediately.

Resident Mark VanPropren asked for further clarification regarding the storm water revisions at the corner of Parrish and Montclair. Mr. Greenwood displayed the topo graphic survey and pointed out the revisions by the engineer for the developer. The survey shows where the lines are and where the changes will occur. Mr. VanPropren was satisfied with the information Mr. Greenwood explained in detail.

Resident Will Owens asked if the recycling program would ever go to a 1x per week as opposed to 1x every other week. Mr. Greenwood stated that at this time that is not in the plans. However, if the recycling volume gets to the point where our residents require a pickup more often then we will address the need at that time.

10. Council Item(s):

Councilman Thomas Andrews asked if the sidewalk on Satchelford near Meadowood remains broken up. Mr. Greenwood said minor repairs are usually not a priority of SC DOT if they plan on any additional work. Mr. Greenwood will reach out to SC DOT and ask if they are planning to do additional work in that area.

11. Executive Session:

- a. Discussion of contract negotiations related to the City's Franchise Agreement with Dominion Energy
- b. Discussion of contract negotiations related to the removal of debris of Gill's Creek
- c. Discussion of contract negotiations related to the use of Non-Standard Service Funds to bury powerlines on Clemson Avenue in front of Crayton Middle School
On a motion by Mr. Barnes seconded by Mr. Suber, Council unanimously authorized Mr. Greenwood to draft and send a letter to Crayton Middle School as discussed in Executive Session.
- d. Discussion of contract negotiations related to the offer of property at 6305 Pinehill Road
- e. Discussion of employment matters related to City Judge Appointments

On a motion made by Mr. Powell seconded by Mayor Brunson, Council agreed come out of Executive Session and reconvene General Session.

NOTE: Items discussed in Executive Session may result in action by City Council upon its return to General Session.

12. Adjourn

On a motion by Mr. Powell seconded by Mr. Barnes, Council unanimously adjourned the meeting at approximately 8:10 p.m.

Respectfully submitted,

Maria Queen
Administrative Assistant
City of Forest Acres