

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

August 20, 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.

Public Hearing

AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, AMENDING THE BUDGET FOR THE CITY OF FOREST ACRES FOR THE FISCAL YEAR 2019-2020, ADOPTED JUNE 11, 2019 (ORDINANCE 2019-4)

Attorney Holloway opened the public hearing at 5:15 p.m. He stated the purpose of the public hearing was to entertain an amendment to the city's fiscal year 2019-2020 budget that was adopted on June 11, 2019. The amendment is necessary due to Richland County completing their tax reassessments. The tax reassessments altered the adopted budget. Administrator Greenwood reported that the millage rate of 47 mills remains the same. The bulk of the city's revenue numbers are received prior to the required timeframe of budget approval. Richland County's tax assessments came in after the required deadline. Additional changes include auditing expenses, business license fees, delivery of a recycling truck, and additional recycling fees. With no questions or comments either in favor of adopting the budget or in opposition Mr. Holloway closed the public hearing at 5:22 p.m.

2. Approval of Minutes

City Council meeting held July 9, 2019

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

Special City Council meeting held July 23, 2019

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

3. Mayor's Issues & City Projects

a. TPAC report – Jack Oliver

Mr. Oliver stated that there was nothing new to report, however, he will have more information in a couple of months.

b. Responses to Community Forum items:

Mr. Greenwood reported that the Florawood Drive residents came to an agreement and secured all resident signatures. Their request of "No Parking between the hours of 7:30 am through 3:30 pm on school days only" and a "No Parking anytime" sign will be placed on the curve on Florawood. Mr. Greenwood asked for a motion from Council so he can write the official request to SC DOT.

On a motion by Mr. Barnes seconded by Mr. Powell, Council unanimously gave Mr. Greenwood authorization.

Mr. Greenwood reported that the debris at Satchelford and Valleybrook has been removed by Richland County and the city will continue to monitor the area.

4. New Business:

a. First Reading, AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, AMENDING THE BUDGET FOR THE CITY OF FOREST ACRES FOR THE FISCAL YEAR 2019-2020, ADOPTED JUNE 11, 2019 (ORDINANCE 2019-4)

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

- b. First Reading: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, AMENDING THE BUDGET FOR THE CITY OF FOREST ACRES FOR THE FISCAL YEAR 2019-2020, ADOPTED JUNE 11, 2019 (ORDINANCE 2019-4)
 - b. First Reading: ORDINANCE ("FRANCHISE ORDINANCE" OR "AGREEMENT") TO GRANT TO DOMINION ENERGY SOUTH CAROLINA, INC., ITS SUCCESSORS AND ASSIGNS, THE NON-EXCLUSIVE RIGHT, POWER AND AUTHORITY TO ERECT AND TO INSTALL, MAINTAIN, AND OPERATE ON, ALONG, ACROSS, IN, OVER, ABOVE, UPON AND UNDER THE STREETS, ALLEYS AND OTHER PUBLIC PLACES OF THE CITY: (1) ELECTRIC LINES, POLES, WIRES, GUYS, PUSH BRACES, TRANSFORMERS AND APPURTENANT FACILITIES; (2) GAS MAINS, PIPES AND SERVICES AND OTHER APPURTENANT FACILITIES; AND (3) COMMUNICATION LINES AND FACILITIES, TOGETHER WITH ANY NECESSARY RIGHT OF ACCESS THERETO, FOR SUCH PERIOD AS THE SAME IS NEEDED BY THE COMPANY TO RENDER ELECTRIC AND/OR GAS SERVICE TO ITS CUSTOMERS IN THE CITY OF FOREST ACRES, SOUTH CAROLINA FROM THOSE FACILITIES; TO SET THE AMOUNT OF FRANCHISE FEE TO BE PAID BY DOMINION ENERGY SOUTH CAROLINA, INC. TO THE CITY; IF SO REQUIRED, TO LEVY FRANCHISE FEES ON THIRD PARTIES SELLING ELECTRICITY OR GAS USING THE COMPANY'S ELECTRIC OR GAS SYSTEMS; TO ALLOW FOR THE ESTABLISHMENT OF A FUND AND UNDERGROUND UTILITY DISTRICTS FOR ELECTRIC NON-STANDARD SERVICE

Mr. Holloway stated that after numerous drafts discussed with Dominion, he is convinced that the draft included with Council's meeting packets is the best the city will obtain.

On a motion by Mr. Andrews seconded by Mr. Powell, Council unanimously approved the first reading.

Mr. Greenwood added that a public hearing will be scheduled for October 2019.
- c. Discussion and consideration of quotes to remove debris from 3507 Linbrook Dr.

Mr. Greenwood and Mr. Holloway discussed the conditions of the property and the limitations of what can be removed by the city. The city has been working with the homeowner for the better part of ten years with proper notifications and deadlines given. Previous clean-up of the property was done by the homeowner; however, he is no longer able to do the work himself. Mr. Greenwood said there is due diligence the city must take prior to a lien being placed on the property for the city's expense of the clean-up. Three bids of have been obtained and Mr. Greenwood asked Council to approve the lowest quote.

On a motion by Mr. Andrews seconded by Mr. Powell, Council approved the clean-up quote of \$4800 and authorized Mr. Greenwood and Attorney Holloway to move forward.
- d. Staff request for \$22,000 from HTax funds for the Police Radio Encryption Upgrade Project

Mr. Greenwood said that this is the same project that Council approved in May 2019 for up to \$65,000. Council previously stated that they did not want FAPD to be without the necessary encryption upgrades in the future. In the process of upgrading Chief Sealy was informed that for an additional \$22,000 FAPD's radios could be upgraded to the maximum encryption. With the previous directive from Council the decision was made to upgrade to the maximum encryption. Council members Andrews and Barnes displayed concern that the additional funds were spent without prior discussion.

On a motion by Mr. Andrews seconded by Mr. Powell, Council unanimously approved the request.
- e. Discussion of potential members for the City of Forest Acres Hospitality Tax Committee

Following a conversation with Council, a member of FARMA, and a member of FANA the item was deferred for further discussion.
- f. Discussion of proposed ordinance changes related to the start time of Council Meetings and public notifications (For Information Purposes Only)

Following a conversation of moving the meeting start time from 5:15pm to 6:00 pm Council agreed to make a change for next calendar year. Mr. Holloway stated he will prepare an ordinance for the next Council meeting.
- g. Discussion of reappointment applications for the Zoning Board of Appeals
 - i. WD Morris
 - ii. Bryan Walters

iii. Liz Cantey

On a motion by Mr. Powell seconded by Mr. Barnes, Council unanimously approved the three reappointments.

h. Discussion of reappointment applications for the Planning Commission

i. Joe Gentry

ii. Ralph Bailey

iii. Beronica Whisnant

iv. Steven Powell

v. Jack Cantey

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

5. Old Business:

No items to discuss.

6. City Administrator's Report:

a. Forest Lake Place Bridge

Mr. Greenwood reported that upon finishing the repairs at the bridge the engineer conducted an inspection and there are a few punch items that were identified. The contractor will address the items and then SC DOT will be notified so the bridge can be reopened.

b. Christmas Lights and Decorations

Mr. Greenwood reported that the new lights and decorations have been received.

c. Citadel Park slide update

Mr. Greenwood reported that the slide cannot be repaired due to a redesigned model replacing the broken slide. He is in the process of getting several quotes to replace the slide. The cost is estimated to be approximately \$15,000 to replace both slides and the surface material on the ground. The second slide needs to be replaced to avoid the same situation.

d. Quinine Park bench update

Mr. Greenwood reported that there is termite damage on the bench swings and support structures and need to be replaced. He is working on getting quotes on different options for replacement.

7. Finance Director's Report:

Assistant City Administrator/Finance Director Smith reported that this time of year instead of doing a monthly report on the current part of the new fiscal year he updates Council on the end of the previous fiscal year. The reason for this reporting is that it is not meaningful to report so early in the current fiscal year. At this point the 2018-19 fiscal year is as closed as it will get regarding revenues, expenses, and accruals. The budgeted revenue was \$7,510,000 and we received 99.4% of that amount. Budgeted expenses were \$7,510,000 and we expended 90.35%. We were under expenses due to the late receipt of the recycling truck, a couple of FAPD cars, a Code Enforcement truck, as well as some staffing issues at Public Works and FAPD.

8. Police Chief's Report:

Mayor Brunson acknowledged Chief Sealy's 46 years of service and 25 of those years as Chief of Police.

Chief Sealy acknowledged FANA and Sgt. Lori Tumlin for coordinating another successful Annual Night on August 6, 2019.

Radio encryption is complete and FAPD can communicate with all other law enforcement entities necessary.

A DARE Scream Event will be held in the Forest Lake shopping center on October 8, 2019.

FAPD officers have finished their blood-loss/blood-stop training as well as their yearly First Aid/CPR training.

9. Community Forum:

No items to report.

10. Council Item(s):

Mr. Andrews asked for an update on the sidewalk at Satchelford and Meadowood. Mr. Greenwood said he's sent three emails and a couple of calls to his contact at SC DOT. He has been given no definite timeframe on repairs. He will be reaching out to someone higher up at SC DOT to ask for the sidewalk to be repaired.

Mr. Andrews asked about a leaning tree 5912 Satchelford. Mr. Greenwood said the tree falls under criteria in our ordinance. He noticed that tree recently and will address it with the homeowner.

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 from Gills Creek
- c. Discussion of negotiations related to a contract with WTS and Cox & Dinkins related to a Space Needs Assessment and Site Feasibility Study for Police Headquarters and City Hall
- d. Receipt of legal advice relating to Economic Development Projects and other matters covered by Attorney-Client Privilege

On a motion made by Mr. Barnes seconded by Mr. Suber, 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. Suber seconded by Mr. Barnes, Council adjourned.

Respectfully submitted,

Maria Queen
Administrative Assistant
City of Forest Acres