

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

November 5, 2019

Mayor Frank Brunson, Mayor Pro-tem Beau Powell, Council members Shell Suber, John Barnes, and Thomas Andrews 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,
PROVIDING THAT THE CODE OF ORDINANCES, CITY OF FOREST ACRES, BE AMENDED BY
ADDING A SECTION OF SAID CODE; PROVIDING FOR THE ANNEXATION OF 6900
LONGBROOK ROAD, TMS 16906, BLOCK 04, LOT 01**

Attorney Holloway opened the public hearing at 5:17 p.m. He stated the purpose of the public hearing was for a proposed annexation of Longbrook Road. The property is single family residence and if annexed it will be zoned R-1 Single Family Residential property. Attorney Holloway stated that the Planning Commission has recommended for annexation. Property owner Bruce Reissman spoke briefly about his wish to be annexed into the city. With no questions or comments either in favor of annexing the property or in opposition Mr. Holloway closed the public hearing at 5:22 p.m.

2. Approval of Minutes

City Council meeting held October 8, 2019

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

3. Mayor's Issues & City Projects

a. TPAC report – Jack Oliver

Jack Oliver reported that the Harrison Road sidewalk project has been upgraded to a to-be-constructed phase and the Percival Road project remains in the right-of-way phase.

b. Responses to Community Forum items – Property conditions at 6644 Satchelford Road

Mr. Greenwood reported that Code Enforcement continues to monitor the conditions at 6644 Satchelford Road. The property as of this meeting remains clear of any debris. Stormwater run-off will also continue to be monitored.

Mr. Greenwood has reported the traffic light issue at Atascadero and Forest and the roadway markings at Sunnyside and Forest to SC DOT and will report to Council when he receives any information.

4. New Business:

a. Presentation of the Yearly Audit Report

Mr. Hancock stated that the audit resulted in no significant findings and that a clean and unmodified opinion of the city's financial statements has been issued. The city has paid of its long-term debt. The auditor did draw our attention to an unfunded liability related to retired employee healthcare benefits and recommends the city to explore reserve funding the liability and limiting participation in the benefit for future employees.

b. Presentation by City of Columbia Water Department to provide an update on major waterline projects in Forest Acres

City of Columbia's Director of Engineering Dana Higgins and Director of Utility operations Joey Jaco informed Council and the public about recent and future water line projects in Forest Acres. Bids have been advertised that will impact the City. Eight- and ten-inch water lines with new 18-inch waterlines.

Upcoming water quality and water pressure projects in 2020 will impact Harrison Road, Trenholm Road, and Satchel Ford/Sylvan Road areas. Mr. Jaco addressed a question regarding a recent watermain break at Forest and Beltline and said there is no way to predict breaks, however, outside of repairs affected by the weather the City of Columbia tries to complete repairs quickly and safely. Ms. Higgins and Mr. Jaco said that the MyColumbiaSC app is the most effective way for residents to communicate with the water department regarding concerns and problems and to call the customer service line 803-545-3300 or the administrative offices at 803-545-3400. Mr. Greenwood asked for clarification regarding lane closures and traffic impact when the waterline projects begin. Ms. Higgins said that there will be one lane closures at a time during the construction period, however, SCDOT does not allow construction to impede high traffic hours of the day. The construction time period is planned for February 2020 through late fall 2020.

- c. Discussion and approval of a letter to the SCDOT to request a change to the No Parking signs posted on Florawood Drive.
Mr. Greenwood reported to Council that residents on Florawood Drive have made complaints that the No Parking signs SCDOT installed are much too big for the road and to reduce the number of signs.
On a motion by Mr. Barnes seconded by Mr. Andrews, Council unanimously approved Mr. Greenwood to make the request.
 - d. Staff request for up to \$10,000 in Hospitality Tax funds for extra patrol during the holidays
On a motion by Mr. Powell seconded by Mr. Barnes, Council unanimously approved the extra FAPD patrol funds.
 - e. Discussion and approval of a quote to provide electrical services for the installation and removal of holiday displays
On a motion by Mr. Powell seconded by Mr. Suber, Council unanimously approved the services of JAJ Electric.
 - f. First Reading: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING FOR THE GRANTING, ADOPTION, AND APPROVAL OF A LEASE OF CITY REAL PROPERTY LOCATED ON GROGGY LANE TO ALLTEL CORPORATION D/B/A VERIZON WIRELESS FOR THE PURPOSE OF THE RENEWAL OF A COMMUNICATIONS TOWER LEASE
On a motion by Mr. Powell seconded by Mr. Barnes, Council unanimously approved the lease renewal.
 - g. First 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 ADDING A SECTION OF SAID CODE; PROVIDING FOR THE ANNEXATION OF 1457 BELLA VISTA DRIVE, TMS14214, BLOCK 05, LOT 03 (PORTION)
On a motion by Mr. Powell seconded by Mr. Barnes, Council unanimously denied the annexation request.
- a. Old Business:**
- a. Discussion of 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 ADDING ARTICLE VIII, TO BE NUMBERED SECTIONS 2-130 THROUGH 2-133 OF SAID CODE; PROVIDING FOR A HOSPITALITY TAX COMMITTEE
Mr. Andrews said that Council has discussed a new Hospitality Tax Committee in recent weeks. He added his proposal is a five-member committee to include one member of Council to serve as Chairman to serve for one year and rotate members of Council along with four other members appointed by Council and would serve for 3 years. Mayor Brunson ask our City Attorney to draft the ordinance for December's meeting.
- d. City Administrator's Report:**
- a. Citadel Park Slide update
Mr. Greenwood reported that the slides have been installed and all repairs are complete.

- b. Forest Acres Festival
The festival is scheduled for April 25, 2020 rather than the regular month of May due to scheduling with AC Flora High School.
- c. Jam'n on Forest
The event is scheduled for April 4, 2020.
- d. 3507 Linbrook Drive
Mr. Greenwood reported that the property has been cleaned up and an invoice for the cost will be delivered to the homeowner. If the homeowner fails to pay the invoice within sixty-days a lien will be placed on the property.
- e. NPDS reporting
Mr. Greenwood said the annual Stormwater report has been submitted to Richland County and the city remains in compliance.

e. Finance Director's Report:

Assistant City Administrator/Finance Director Smith stated that the city's budget is performing as expected for this period in the fiscal year that revenues and expenditures are consistent with the same period in prior years. In response to Mr. Hancock's recommendation for the city to address the insurance liability for retired employee healthcare Mr. Smith noted that the city has considered participating in a state-wide trust and has already limited participation in post-employment healthcare (a number of years ago City Council voted to end the benefit for any employees hired after that point). Policy steps have been taken for the city and future retirees.

f. Police Chief's Report:

Chief Sealy said that a technology grant through the South Carolina Department of Public Safety was awarded to FAPD for \$16,000. New computers for FAPD are in the current budget for up to \$50,000.

Four FAPD vehicles that are budgeted for up to \$180,000 will be ordered before year end.

FAPD dispatch radio upgrades that are budgeted have been ordered and will cost approximately \$9,000.

Options for a specialized traffic enforcement vehicle are a Dodge Charger or a Chevrolet Camaro. The Charger would be approximately \$26,000 and the Camaro would be about \$40,000. A discussion ensued about the options of purchasing a specialized vehicle, upgrading a currently owed FAPD SUV to exhibit traffic enforcement, and purchasing additional speed survey signs. The addition of a K-9 unit was included in the discussion. Mr. Andrews asked about the threshold of writing tickets for speeding in Forest Acres. Chief Sealy asked Council for clarification of a threshold. Mr. Andrews said with the upcoming addition of three new officers he would like to see an increase in traffic enforcement.

A streetlight request at Meadowood and Sylvan was observed and the recommendation is to add a streetlight would benefit the intersection, however, due to the amount of foliage around the power pole in that area would hinder lighting. A discussion proceeded concerning informing residents and cost of the city's power bill for streetlights. Mr. Greenwood said he would have the request on the December 10, 2019 meeting agenda.

A stealth stat speed survey was conducted at the 4700 block of Reamer Avenue. Following a three-day survey, the results were 1,212 vehicles and the average speed was 28.33 mph. The road is not posted so the default speed limit is 30 mph.

g. Community Forum:

Resident Kathy Davis thanked Code Enforcement for their explanation to her regarding the 6644 Satchelford property. She also requested a new roll cart with a latch to help prevent the problem she is having with raccoons getting into her current roll cart. She asked for advice on how to request Brenthaven Road to be repaved. Mr. Greenwood said the city is at the mercy of SCDOT for roads to be repaved. Underfunding is the largest factor for SCDOT. He suggested a signature petition in the neighborhood and forwarding it to State Representatives since they approve SCDOT budget.

Resident Jack Oliver asked if phone numbers, notices from Dominion Energy, City of Columbia, and any other issues can be advertised on the city's Facebook page and city website. Mr. Greenwood responded that the city does publish that information and will be more meticulous about posting information.

h. Council Item(s):

Mr. Andrews asked about a leaning tree on Satchelford Road. Mr. Greenwood said that Code Enforcement was in contact with the property owner and convinced him that it would be easier to have the tree removed rather than get a ticket and appear in court. The tree has since been removed.

11. Executive Session:

- a. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by Attorney-Client Privilege
- b. Discussion of contract negotiations related to the lease of City property for the continued use of a Cellular Tower

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. Barnes seconded by Mr. Suber, Council adjourned at 7:40 p.m.

Respectfully submitted,

Maria Queen
Administrative Coordinator
City of Forest Acres