

**MINUTES OF THE
FOREST ACRES CITY COUNCIL MEETING
December 13, 2016**

Mayor Frank Brunson, Mayor Pro-Tem Curt Rye, Council members, Ginger Dukes, Beau Powell, and Shell Suber were present, along with City Administrator Mark Williams, 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-** Ms. Ginger Dukes
- 2. Approval of Minutes**
City Council Meeting held November 8, 2016
On a motion by Mr. Rye seconded by Ms. Dukes, Council unanimously approved the minutes.
- 3. Mayor's Issues & City Projects**
 - a. Police Chief's Report:
Chief Sealy proudly introduced the City of Forest Acres newest officers Kory Mayo, Heather Champagne, Heather Rizer, David Pickett, and Max Parvin all of whom graduated on December 2nd from the South Carolina Criminal Justice Academy. In addition, Heather Champagne was awarded the JP Strom Award at the academy and awarded a bonus of \$1000.00 by Council for her accolade.
On a motion by Mr. Powell seconded by Mr. Rye, Council unanimously approved the bonus.
 - b. TPAC Report-Carol Kososki
There was no report to be given.
 - c. Responses to Community Forum Items- Tree Ordinance
Mr. Williams reported that comments from residents will be taken into account when city council discusses possible tree ordinance amendments.
- 4. New Business:**
 - a. George Goldsmith and Martin Wells, representing the development of Centennial Park at Fort Jackson Mr. Goldsmith and Mr. Wells updated Council on the construction of the park, thanked the city for its donation to Centennial Park and presented commemorative coins to Mayor Brunson, Council, and Administrator Williams in gratitude.
 - b. Designation of James (Jimmy) Jackson as official Code Enforcement Officer
On a motion by Mr. Rye seconded by Mr. Powell, Council unanimously approved the designation.
 - c. Semi-Annual Investments Report
Andy Smith, Assistant City Administrator/Financial Director updated Council on the city's financial investments and possible future investments.
- 5. Old Business:**
 - a. Ratify costs of bridge repairs up to \$50,000 for Forest Lake Place Bridge
On a motion by Mr. Rye seconded by Ms. Dukes, Council unanimously ratified the costs of bridge repairs.
 - b. Second Reading, An Ordinance to Grant a Quitclaim Deed to 3860 FABER PLACE LLC for closed drive into CNHS from Gamewell Drive
On a motion by Mr. Rye seconded by Mr. Powell, Council unanimously approved the ordinance.
 - c. Vacancy of two-year term on the Planning Commission (formerly held by John Kososki)
On a motion by Ms. Dukes seconded by Mr. Rye, Council unanimously appointed resident Ellis Creel to the Planning Commission.

- d. Vacancy of three-year term on the Code Board of Appeals
Mr. Williams said he would post the vacancy on the city's website and try to solicit some volunteers since there are specific requirements of potential appointees
 - e. Vacancy on the Municipal Election Commission for the unexpired term of Valeria Bailey (April 2017)
On a motion by Ms. Dudes seconded by Mr. Rye, Council unanimously appointed resident Rebecca Creel to the Municipal Election Commission.
- 6. City Administrator Report:**
- a. Employee Christmas bonuses (net \$250)
On a motion by Mr. Rye seconded by Mr. Powell, Council unanimously approved the bonuses.
 - b. Sign Ordinance permit appeals
Administrator Williams informed Council that the Zoning Board of Appeals will be hearing four digital billboard sign appeals on December 14, 2016. City Attorney Holloway will be representing the city and Attorney and Planning Commission member Will Dillard will be representing the ZBA.
 - c. Slip and fall injury at City Hall
Administrator Williams reported to Council that an individual who was conducting business with the city slipped and fell on the front steps of City Hall and is expected to recover from the injuries she sustained.
 - d. Public Works employee Brandi Lucas
Administrator Williams shared an exceptionally complimentary email with Council from a resident regarding employee Brandi Lucas and commending her professionalism, kindness and customer service ethic.
 - d. Gills Creek retaining wall
Administrator Williams reported the receipt of four closed bids for the construction of the retaining wall at Gills Creek. AOS Specialty Contractors @ \$702,568; Richardson Construction, Inc. @ \$389,800; Indigo Construction @ \$281,249; Martin & Son Contracting, Inc. @ \$164,320.
On a motion by Mr. Powell seconded by Mr. Rye, Council unanimously awarded the bid to Martin & Son Contracting, Inc. based on several positive recommendations and the lowest bid amount.
- 8. Police Chief's Report**
Chief Sealy reported that the radio fleet was completed and the purchase of file storage has been finalized. The body camera project is ongoing.
- 9. Community Forum**
Resident Carol Lee Witt thanked the city for the completion of Forest Lake Place Bridge.
- 10. Council Item**
City Attorney Holloway mentioned to Council to be aware of changes in their submission of Statements of Economic Interests this upcoming year.
- 11. Adjourn:**
On a motion by Mr. Rye seconded by Ms. Dukes at 5:55 p.m., the meeting was adjourned.

Respectfully submitted,

Maria Queen
Administrative Assistant
City of Forest Acres