

**MINUTES OF THE
FOREST ACRES CITY COUNCIL MEETING
January 13, 2015**

Mayor Frank Brunson and Council members, Ginger Dukes, Curt Rye, Jr., Beau Powell, and Shell Suber were present, along with City Administrator Mark Williams, Assistant City Administrator Jake Broom, Finance Director Andy Smith, Police Chief Gene Sealy and City Attorney Lee Holloway.

Mayor Pro-tem Curt Rye called the meeting to order at 5:15 p.m.

1. Invocation and Pledge of Allegiance

Ms. Dukes gave the Invocation and introduced Boy Scout Troop 4 from St. Martins in the Field who led the Pledge of Allegiance.

Public Hearing: On the request to rezone 3731 Forest Drive, TMS 14005-03-16 from Residential (R-1) to Commercial (C-1) by extending boundary of the adjacent Commercial (C-1) district to encompass the property at 3731 Forest Drive.

Attorney Holloway called the public hearing to order at 5:17 p.m.

Attorney Holloway stated that the public hearing was to entertain questions, comments or concerns regarding the request to rezone 3731 Forest Drive, TMS 14005-03-16 from Residential (R-1) to Commercial (C-1) by extending boundary of the adjacent Commercial (C-1) district to encompass the property at 3731 Forest Drive. Attorney Holloway introduced David Brandeis with Genesis Consulting who is representing the applicant. Mr. Brandeis stated that if rezoned the applicant will build a dental office approximately 4,000 square feet in size and a parking area. The office will have a pitched roof and be constructed using brick and landscaping will be maintained in the best visual interests of Forest Acres. Resident Alex De'Wein of Pryor Court asked how many parking spaces would be built; Mr. Brandeis stated there are 30 spaces in the tentative plan. Council member Dukes asked if two of the surrounding properties at the rear of the site are rental. Administrator Williams said he believed they are indeed rental properties based on their tax records. Attorney Holloway asked if any parties would like to speak in favor of the request. Several audience members voiced support for the rezoning and proposed dental office. Attorney Holloway asked if any parties would like to speak in opposition of the rezoning request. Alex De'Wein expressed opposition along with four other individuals. With no additional questions or comments from the public or Council Attorney Holloway called the public hearing closed at 5:52 p.m.

2. Approval of Minutes:

City Council Meeting on December 9, 2014

On a motion by Mr. Rye and seconded by Mr. Powell, Council unanimously approved the minutes as presented.

3. Mayor's Issues & City Projects:

a. TPAC report, Carol Kososki

Ms. Kososki stated that the last several meetings have been discussing the roll of the TPAC committed. Several members of the committee are disgruntled due to feeling that Richland County Council is making transportation decisions without taking TPAC under consideration. The members have asked County Council to be given a more direct role of advisement prior to any more decisions regarding transportation issues. An annual meeting on January 26, 2015 at Lower Richland High School will be discussing what the TPAC has done in the last year. Mayor Brunson asked Administrator Williams and Council to begin making calls to Richland County Council and touch base regarding Forest Acres interests.

b. Citadel Park

Administrator Williams stated AOS Specialty Contractors are ready to begin the parking project on Monday, December 15, 2015 as long the weather temperatures improve. The plan includes replacing four trees that had to be removed.

- c. **Pinetree Park**
Administrator Williams stated that Grimball & Cotterill offered a proposal for development of construction documents for the Pinetree Park rehabilitation in the amount of \$8,000. On a motion by Mr. Rye seconded by Ms. Dukes, Council unanimously approved the financial request to begin the project.
 - d. **Quinine Hill Park**
Administrator Williams reported that SCE&G power pole installation is nearing completion. SCE&G has hired Grimball & Cotterill to complete a new landscaping plan and pay for the recommended landscape improvements.
 - e. **Responses to Community Forum Items**
Administrator Williams stated there were no community items from the December 2014 meeting.
4. **New Business:**
- a. Request to waive annual leave accrual limit for three Public Works employees who were unable to take off due to department demands.
On a motion by Mr. Rye seconded by Mr. Powell, Council unanimously approved the request for the accrual of 2014 to be carried for the year 2015 only.
 - b. 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 REVISING THE TEMPORARY SECTION OF SAID CODE; PROVIDING THE DATED FOR: PUBLIC NOTICE OF 2015 GENERAL ELECTION, DEADLINE FOR FILING STATEMENTS OF CANDIDACY AND 2015 GENERAL ELECTION
On a motion by Mr. Rye seconded by Ms. Dukes, Council unanimously approved the ordinance.
5. **Old Business:**
- a. Sign ordinance amendments
Administrator Williams reported that Attorney Holloway has completed the revisions to the sign ordinance regarding allowance of sandwich board signs and banners for grand openings. The drafted revisions will be presented to the Planning Commission then to Council for a public hearing, followed by a first reading.
 - b. Stormwater ordinance
Council member Powell asked Administrator Williams if he has received any feedback regarding the Stormwater buffer setback ordinance. Mr. Williams said that the only expressed interest so far has been by those affiliated with Gills Creek Watershed Association.
6. **City Administrator Report:**
- a. Conversion of employee handbook policies to online document
Administrator Williams reported that the city's SCMIRF insurance through the MASC entitles the city 10 hours annually of access to a lawyer specializing in employment law. Since it has not been reviewed in several years Williams said he asked attorney Kevin Sturm to review the employee policies handbook. Sturm made a few minor changes but recommended a departure from the current policy and practice of randomly drug testing Public Works department employees as "safety sensitive" employees. Council agreed with Mr. Williams that due to the liability of large vehicles and mechanized equipment that the city will continue to randomly screen and test after an accident. Mr. Williams said that the handbook will be converted to an online document after Council reviews the changes. Assistant Administrator Broom said that new employees will sign a statement revoking the written handbook and acknowledging that the new handbook is online.
 - b. Richland County Municipal Association
Administrator Williams said that an email had been received about forming a Municipal Association to include: Irmo, Forest Acres, Eastover, Blythewood, and Columbia where the municipality officials

would interact with Richland County officials quarterly. The interest is to maintain open channels of communication. Mr. Williams will explore the matter further.

c. Citadel Park issue

A non-resident recently hosted a birthday party in the park and invited a commercial entertainment vendor to bring inflatables onsite. FAPD inquired with the resident and the resident stated she had permission which turned out not be true. Administrator Williams suggested adding provisions to the city parks ordinance which address a variety of situations that have arisen over the last couple of years at this and other parks.

7. **Police Chief's Report:**

Chief Sealy reported that during the month of December there were fifty accidents worked, ninety-five warning tickets were issued, and one hundred and fifty six traffic citations issued. Several events were overseen by FAPD and an unfortunate homicide on Percival Road continues under investigation. Chief Sealy said he would have his annual; 2014 report during the February 10, 2015 meeting.

8. **Community Forum:**

A resident asked about progress on the Forest Lake Bridge. Attorney Holloway and Beau Powell said they were diligently working on this project but that it will take more time to work out several issues related to the project.

9. **Council Items:**

No items to report.

10. **Executive Session**-City Administrator's contract

11. **Adjourn:**

With no action taken in Executive Session and there being no further business, on a motion by Mr. Rye at 6:45 p.m., seconded by Mrs. Dukes, the meeting was adjourned.

Respectfully submitted,

Maria Queen
Administrative Assistant
City of Forest Acres