

**MINUTES OF THE  
FOREST ACRES CITY COUNCIL  
VIRTUAL ZOOM MEETING  
February 9, 2021**

Mayor Frank Brunson, Mayor Pro-tem Beau Powell, Council members John Barnes, Thomas Andrews, and Haskell Kibler were present, along with City Administrator Shaun Greenwood, Assistant City Administrator/Finance Director Andy Smith, Police Chief Gene Sealy, and City Attorney William C. Dillard, Jr.

**Mayor Frank Brunson called the meeting to order at 6:00 p.m.**

**1. Invocation and Pledge of Allegiance**

Council member Thomas Andrews led the invocation and the Pledge of Allegiance.

**2. Amendment to Agenda – Swearing in and Oath of Office for Councilman Haskell Kibler**

On a motion by Mr. Andrews seconded by Mr. Barnes, Council unanimously approved amending the agenda to swear in and give the oath of office to newly elected Councilman Haskell Kibler prior to attending to the rest of the City's business.

City Attorney Will Dillard administered the oath of office and swore in new Councilman Haskell Kibler.

**3. Approval of Minutes**

a. City Council Meeting held January 12, 2021.

On a motion by Mr. Powell seconded by Mr. Barnes, Council unanimously approved the minutes with making one change to a second motion.

**4. Mayor's Issues & City Projects**

a. COVID – 19 Update

i. Law Enforcement – Chief Sealy reported three FAPD employees since January have been out with COVID and are all recovered and back to work. One other employee has tested negative after contact and is in quarantine.

ii. City Operations – Administrator Greenwood reported City Hall and FAPD remain closed to the public with instructions for services on the front porches. Full staff continue to work inside the buildings and are assisting all residents and customers with proper safe distancing. Sanitation services continue to work at full staff and schedule. Two positions in Public Works have been filled. Court proceedings continue to be on temporary hold due to the rise in COVID cases in the state.

b. Responses to Community Forum Items:

Chief Sealy reported that the concerns that were voiced in January regarding the nuisance pets have been addressed by FAPD with the proper correspondence per our city ordinance.

**5. Public Comment Related to Items on the Agenda:**

Citizens that wish to speak about an item specifically listed on the agenda must call 803-782-9475 by 5 pm the day before the meeting to be added to the list of speakers.

No items to report.

**6. New Business:**

a. Representative Kirkman Finlay Presentation of the Order of the Silver Crescent to former Councilmembers Ginger Dukes and Curt Rye

Representative Finlay presented both Mrs. Dukes and Mr. Rye with the Order of the Silver Crescent signed by Governor Henry McMaster.

b. Resolution in Recognition of W. Shell Suber Jr.

Mayor Brunson recognized Shell Suber for his faithful dedication serving on Council for the past forty-seven years. His professional leadership has been immeasurably beneficial to the City and its residents.

- c. Resolution in Recognition of C. Lee Holloway, Jr.  
Mayor Brunson recognized Lee Holloway for his faithful dedication serving as City Attorney since 1975. His professionalism and contributions have been immeasurably beneficial to the City and its residents.
- d. Recognition and remembrance of Officer Richey Finch, slain in the line of duty February 21, 1974  
Mayor Brunson asked everyone to stand and observe a moment of silence in recognition and remembrance of Officer Richey Finch.
- e. 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 CHAPTER 21, ARTICLE XX111, SECTION 21.272 MINIMUM AREA REQUIRED FOR CREATION OF NEW ZONING DISTRICT, IN ORDER TO ALLOW CERTAIN EXCEPTIONS FOR ADJOINING AREAS  
City Attorney Dillard gave a brief explanation of the ordinance.  
On a motion by Mr. Barnes seconded by Mr. Powell, Council unanimously approved the ordinance.
- f. 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 CHAPTER 21, ARTICLE I, SECTION 21.6 NON-CONFORMING USES, IN ORDER TO ALLOW FOR CERTAIN TYPES OF ENLARGEMENT OR EXTENSION OF NON-CONFORMING SINGLE-FAMILY RESIDENTIAL STRUCTURES  
On a motion by Mr. Andrews seconded by Mr. Powell, Council unanimously approved the ordinance.
- 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 REVISING SECTION 21.4.2 (ZONING MAP) OF SAID CODE; PROVIDING RANSOM DRIVE (TMS 14108-04-04) FROM C-3 (GENERAL COMMERCIAL) TO R-1 (SINGLE FAMILY RESIDENTIAL)  
On a motion by Mr. Powell seconded by Mr. Andrews, Council unanimously approved the zoning change.
- h. First Reading: AN ORDINANCE ACKNOWLEDGING THE FIRST AMENDMENT TO MULTICOUNTY PARK BETWEEN RICHLAND COUNTY AND FAIRFIELD COUNTY; AUTHORIZING THE EXECUTION AND DELIVERY OF A FIRST AMENDMENT TO INTERGOVERNMENTAL AGREEMENT WITH RICHLAND COUNTY; AND OTHER RELATED MATTERS  
On a motion by Mr. Powell seconded by Mr. Barnes, Council unanimously approved the ordinance.
- i. Discussion of Golf Cart Safety Regulations  
Attorney Dillard addressed the concerns of Council and residents. The topic of golf carts in South Carolina is regulated at the state level. The state has set certain rules that municipalities are not allowed to change. The city can penalize certain non-safe behaviors. After researching other town/city ordinances Mr. Dillard has compiled a list of possible changes that we could certainly regulate. Following a brief discussion, Council asked Mr. Dillard to move forward with writing our ordinance for future approval.
- j. Recommendation from the Website RFP Evaluation Committee  
Administrator Greenwood reported that the committee narrowed down the RFP's to five solid candidates for the city's website with VC3 being the frontrunner. On a motion by Mr. Powell seconded by Mr. Andrews, Council unanimously authorized Administrator Greenwood and Attorney Dillard to negotiate the contract with VC3.
- k. Discussion and potential appointments of applicants to the following Boards and Commissions:
  - a. Planning Commission – 1 Seat Vacant
    - i. Lyle Lee

- ii. David Black
- iii. John Goodwin
- iv. Mark Nidiffer
- v. Jennifer Shook

Following a discussion on a motion by Mr. Andrews seconded by Mr. Powell, Council unanimously appointed Lyle Lee to the open Planning Commission seat.

b. Public Safety Foundation – 1 Seat Vacant

- i. Mark Nidiffer
- ii. Jennifer Shook

Following a discussion on a motion by Mr. Andrews seconded by Mr. Powell, Council unanimously appointed Jennifer Shook and Mark Nidiffer to the open Public Safety Foundation seats.

**7. Old Business:**

- a. 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 ADDING A SECTION OF SAID CODE; PROVIDING FOR THE ANNEXATION OF 6320 SACHELFORD ROAD, TMS 14115, BLOCK 10, LOT 09.

On a motion by Mr. Barnes seconded by Mr. Andrews, Council unanimously approved the annexation.

**8. City Administrator Report:**

a. Budget

Mr. Greenwood stated that staff has begun the preparation of the 2021-2022 fiscal budget.

b. Water leaks

Mr. Greenwood stated that staff has been receiving a number of calls related to numerous water leaks around the City. Mr. Greenwood encouraged residents to use the City of Columbia App to report the problems and noted that staff is using that same tactic. Mr. Barnes asked if we can get the City of Columbia Water Department representatives to give another update to City Council. Mr. Greenwood stated they he would try to set it up for the next regular meeting.

c. Traffic Calming Program

Mr. Greenwood updated Council on the research being conducted related to speed humps and other traffic calming measures.

d. Zoning Regulation Changes

Mr. Greenwood stated that staff is continuing to work on several small changes to the zoning regulations.

e. New Businesses: Boca Grande Burritos, Clean Juice, Kudzu Bakery, Flour Power, Tokyo Grill

Mr. Greenwood informed Council about five new businesses that are and/or will be opening in Forest Acres.

f. Business License Renewals

Mr. Greenwood reported that the renewals are currently being mailed out to all businesses within the city and those who conduct business in our city.

**9. Finance Director Report: Monthly Financial Report**

Assistant City Administrator/Finance Director Smith reported to Council that the city's budget is performing as expected for being 50% through our fiscal year. Revenues and expenditures are consistent with the same period in prior years. Property taxes will begin coming into the city in January and February of 2021.

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

Chief Sealy made a presentation regarding FAPD's crime statistics for calendar year 2020. The report is attached.

**11. Community Forum:**

Resident Carrie Walker congratulated Mrs. Ginger Dukes and Mr. Curt Rye on their receiving the Order of the Silver Crescent.

**12. Council Items:**

No items to report.

**13. Executive Session:**

On a motion by Mr. Kibler seconded by Mr. Andrews, Council unanimously agreed to go into Executive Session.

- a. Receipt of legal advice related to claims and potential claims by and against the City and other matters covered by Attorney-Client Privilege
- b. Discussion of contractual matters related to applicants for the position of City Attorney
- d. Discussion of contractual matters related to a contract with Richland County for the existing Multicounty Industrial Park on the Cardinal Property

**NOTE: Items discussed in Executive Session may result in action by City Council upon its return to general session**

On a motion by Mr. Barnes seconded by Mr. Andrews, Council unanimously agreed to come out of Executive Session.

**13. Adjourn**

On a motion by Powell seconded by Mr. Barnes, Council adjourned at 7:35 p.m.

Respectfully submitted,

Maria Queen  
Administrative Coordinator  
City of Forest Acres