

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

June 8, 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 Brunson called the meeting to order at 6:00 p.m.

1. Invocation and Pledge of Allegiance

Council member John Barnes gave the invocation and led the Pledge of Allegiance.

2. Approval of Minutes

a. City Council Meeting May 18, 2021

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

3. Mayor's Issues & City Projects

a. COVID – 19 Update

i. Law Enforcement

Chief Sealy reported that for the past month there were no employees affected by Covid. All operations are running as planned.

ii. City Operations

Administrator Greenwood added that there are no current cases in city operations. Our meeting ordinance and mask ordinance are expiring this month. Meetings will resume to normal proceedings. City Hall's lobby will reopen to the public on Monday, June 14, 2021. Sanitation services are running normally. Our Municipal Court proceedings are running well, and jury trials remain on hold.

b. Responses to Community Forum Items: Speeding Concerns

No items to report.

4. 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.

5. New Business:

a. Proclamation recognizing the achievements of the AC Flora Athletics Program

Mayor Brunson recognized AC Flora's athletic program and presented Principal Susan Childs with a framed proclamation.

b. Resolution recognizing the service of Councilman Beau Powell

Mayor Brunson recognized Mr. Powell and his many years of service to the City of Forest Acres.

c. Discussion and approval of agreements related to the American Recovery Plan Act

Mr. Greenwood said that if Council is pleased with the presented documents to apply for federal stimulus funds, then signatures are required so that he can submit them to the proper entity.

On a motion by Mr. Powell seconded by Mr. Andrews, Council unanimously authorized Mr. Greenwood to proceed.

- d. Discussion and approval of the final design for Forest Lake Place Park
Mr. Greenwood said that following the public input session requested by Council we received over forty comments and only two were negative. The bridge will remain open unless it is necessary to close for large events to avoid thru-traffic issues. The park size will accommodate small performances. All parking will be monitored during any events.

Mr. Andrews asked Ken Simmons about angular parking. Mr. Simmons clarified that straight parking gives more function to the area. There is cross use of parking on the surrounding business properties. Discussion regarding the cost estimate previously discussed was approximately \$1,000,000. That amount has increased significantly due to the current spike in cost of construction materials. Mr. Simmons added that permitting will be based on bids submitted by contractors. Council will maintain the decision making of what materials will be used to maintain the budget of the future park. The design phase will take about six months and all the stormwater issues will be addressed.

On a motion by Mr. Barnes seconded by Mr. Andrews, Council unanimously approved the design phase which includes the hard engineering of the project.

- e. Discussion of the City's cooperation in a regional effort to enhance major gateways throughout the Midlands
This effort affects the landscaping and beautification close to Forest Acres at the I-77/Fort Jackson exit. Once the projects are completed Forest Acres would be contributing approximately \$70,000 over a ten-year period for maintenance. Mr. Greenwood was asked to engage Council for interest. If Council is interested a formal presentation will be scheduled. Council agreed to see a formal presentation. Mr. Greenwood will set that presentation for the early fall.
- f. Discussion and approval of a contract with Axxon related to purchase and installation of cameras in police vehicles
Chief Sealy said that this company currently provides our current officer body worn cameras. The proposal includes in-car cameras and in-car computers to our new vehicle fleet which is greatly beneficial to the police department. Discussion of cost, use, and possible grant monies followed.
On a motion by Mr. Barnes seconded by Mr. Kibler, Council unanimously approved the execution of the contract to be signed by Administrator Greenwood.
- g. Discussion and approval of a contract with the Brittingham Group LLP for audit services
On a motion by Mr. Andrews seconded by Mr. Barnes, Council unanimously approved the execution of the contract to be signed by Administrator Greenwood.
- h. Discussion of the City's Annexation Project
Mr. Greenwood reminded Council that one of the smaller donut holes which includes approximately forty homes in Richland County for possible annexation. After several personal visits and discussions with the Richland County residents by Mr. Greenwood there were only a few homeowners that said they would annex into Forest Acres. Mr. Greenwood's staff recommendation is to issue public information programs and focus on individual annexations. Mr. Barnes said that any event the city sponsors or is involved in it may be to our benefit to have annexation information available and ready to share.

6. 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 PROVIDING FOR THE BUDGET FOR THE CITY OF FOREST ACRES FOR THE FISCAL YEAR 2021-2022
On a motion by Mr. Powell seconded by Mr. Barnes, Council unanimously approved the ordinance.
- b. 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 REVISING CHAPTER 2, ARTICLE VII, PROCUREMENT PROCEDURES, IN ORDER TO UPDATE AND AMEND THE CITY'S PROCEDURES FOR COMPETITIVE BIDDING

AND PROCUREMENT OF CONTRACTS AND SERVICES

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

7. **City Administrator Report:**

a. **Traffic Calming Program**

Having worked with Lori Campbell at SCDOT for quite some time Mr. Greenwood spoke with her about Atascadero Drive. The fact that that road is considered a major collector and has more than 4,000 vehicles pass each day is an automatic denial of any speed humps. A solution is SC DOT evaluation for alternation of stop signs in the entire area. Another solution is striping the middle of the road and painting the lines on either side of the road. This narrows driver's sight lines, and they tend to drive slower. Another road discussed was Bethel Church Road. This road is also a major collector, but the traffic is lower than Atascadero and could possibly be reclassified as a minor collector opening the options for speed control. Finally, the discussion of speed limit signs throughout the city posted at 30-mph lowered to 25-mph and additional signs will be better received if Forest Acres identifies the streets in clusters (areas) as opposed to individually.

b. **Zoning Ordinance Changes**

Changes to our zoning ordinance at The Cardinal is for additional uses to include a wine bar.

c. **Stimulus Funds**

Following a city manager's forum and from information from the Municipal Association the overall timeframe for the city to receive our funds has been halted due to the State of SC still working on the state budget.

d. **Public Information position**

Interviews will begin June 9, 2021.

e. **Forest Acres Rotary Club**

The Rotary Club is asking if the city wants to have a festival in the fall. Council agreed that they would like them to investigate scheduling and location.

f. **Signage for our park**

Having a problem with pet waste, Mr. Greenwood is looking into all new informational signs and waste bag stations.

g. **Retail recruitment**

The Municipal Association has a camp program that provides training in retail recruitment and economic development. There is a \$5000 sign up fee and \$1000 fee for RECON in December 2021 to learn how to recruit specifically for your city. This type of program has been proven to work quite successfully. Council expressed positive feedback in participation.

8. **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 at this point in our fiscal year. Revenues and expenditures are consistent with the same period in prior years.

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

Chief Sealy said that this is the third week of K-9 training with Officer Kory Mayo and it is going very well.

A complaint regarding traffic during drop-off at Timmerman is being addressed. Following discussion, City Attorney recommended moving further discussion to Executive Session. Council agreed.

10. **Community Forum:**

Kim Humphrey from Richland County in Government and Community Services and offered any help she can for information in the future. Mr. Greenwood said he does have Ms. Humphrey's email address and will reach out.

11. Council Items:

Mr. Andrews asked about our website development. Mr. Smith said that it is going well and VC3 is developing ideas and moving along.

12. Executive Session

On a motion by Mr. Barnes 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 to include discussion of Timmerman School.
- b. Discussion of contractual matters related to the purchase and installation of cameras in police vehicles
- c. Discussion of contractual matters related to the City Judge positions
- d. Discussion of contractual matters related to a contract with the Brittingham Group LLP for audit services

13. Adjourn

On a motion by Barnes seconded by Mr. Kibler, Council adjourned at 9:30 p.m.

Respectfully submitted,

Maria Queen
Administrative Coordinator
City of Forest Acres