

**MINUTES OF THE
FOREST ACRES CITY COUNCIL
CITY COUNCIL CHAMBERS
5209 N. TRENHOLM ROAD
September 14, 2021**

Mayor Frank Brunson, Mayor Pro-tem Thomas Andrews, Council members John Barnes, Haskell Kibler, and David Black were present, along with City Administrator Shaun Greenwood, Assistant City Administrator/Finance Director Andy Smith, Police Chief Gene Sealy. City Attorney William C. Dillard attended the meeting via Zoom.

Mayor Frank Brunson called the meeting to order at 6:01 p.m.

1. **Invocation and Pledge of Allegiance** - Council member John Barnes gave the invocation and led the Pledge of Allegiance.

2. **Amendment to the Agenda**

On a motion by Mr. Barnes seconded by Mr. Andrews, Council unanimously approved amending the agenda to accommodate three special proclamations.

a. Presentation of the Order of the Palmetto to Lee Holloway

On behalf of the Governor of South Carolina Henry McMaster, Mayor Brunson presented Lee Holloway with the esteemed Order of the Palmetto.

b. Proclamation recognizing the service and retirement of Roy McBee

Mayor Brunson recognized Roy McBee's service to the city and upcoming retirement.

c. Proclamation recognizing the service and life of Linda Riddle

Mayor Brunson spoke in honor of Linda Riddle and her death on August 14, 2021.

PUBLIC HEARINGS:

1. 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 4331 SHOREBROOK DRIVE, RICHLAND COUNTY TAX MAP NUMBER R16802-05-29.

Attorney Dillard opened the hearing at 6:13 pm stating that the purpose of the public hearing is to entertain public comments on a proposed annexation into the City of Forest Acres.

With their being no questions or concerns either in favor or opposition to the rezoning request from either Council or the public Mr. Dillard closed the public hearing at 6:14 pm.

3. 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 6211 LAKESHORE DRIVE, RICHLAND COUNTY TAX MAP NUMBER R16806-04-05.

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4. Approval of Minutes

a. City Council Meeting August 10, 2021

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

5. Mayor's Issues & City Projects

a. Responses to Community Forum Items: Vanwood pothole & roadway and median maintenance.
Administrator Greenwood reported that he the pothole on Vanwood has been repaired.

The brush growing in the medians has been removed. A proposal related to median maintenance is being explored and Mr. Greenwood will have information for Council within a week or so.

6. 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.

7. New Business:

a. MBLG presentation on regional gateway projects

James Bennett with the Midlands Business Leadership group introduced himself and his colleague Katherine Swartz-Hilton. Mr. Bennett also represents First Citizens Bank as an Area Executive. The MBLG is a coalition of 50+ area executives that work on improvement projects including the Governmental Cooperation Initiative. The City of Columbia, Richland County, Lexington County, City of Cayce, City of West Columbia, and the Town of Springdale are currently participating in this initiative to improve and maintain the 8 gateways in the Midlands. The MBLG is inviting the Town of Lexington, Town of Irmo, and the City of Forest Acres to join the project. The cost per Governmental entity for ongoing maintenance is based on population. Forest Acres would commit for ten years of maintenance. Mr. Greenwood added that he will get the model of the Intergovernmental Agreement to Council for further consideration.

b. Request by Lexington Medical Center related to their "Be Well" campaign and Citadel Park

Mr. Greenwood said that Lexington Medical Center approached the city about partnering with them to replace our park water fountains to include bottle filling station. In return, the city would allow them to put small banners in our parks. Council expressed thanks to Lexington Medical Center but have no interest in commercial sponsorships at our parks.

c. Discussion and approval of a contact with Recollect for their Waste Wizard program

Following a brief discussion, on a motion by Mr. Andrews seconded by Mr. Barnes, Council unanimously authorized the contract to be executed by Mr. Greenwood.

g. Hospitality Tax Committee recommendations related to requests for Htax Funding:

a. Gateway to the Army Centennial Project - \$15,000 Presenting Sponsor Package at annual fund-raising event on November 10, 2021.

Mr. Black said that after meeting with the committee it is their recommendation to authorize the request. On a motion by Mr. Black seconded by Mr. Andrews, Council unanimously approved the funds.

b. Gateway to the Army Centennial Project - \$35,000 in additional funds for the completion of construction.

Mr. Black said that after meeting with the committee it is their recommendation to authorize

the request. Following a discussion on a motion by Mr. Black seconded by Mr. Andrews, Council unanimously approved the funds on the condition that monies will not be distributed until the project raises 50% of the \$600k required funds for the project.

- c. Town Theatre – \$2,000 Picnic in the Park Concert Series October – November
Mr. Black said that after meeting with the committee it is their recommendation to authorize the request. On a motion by Mr. Black seconded by Mr. Andrews, Council unanimously approved the funds.

h. Appointments and Reappointments:

a. Discussion of Reappointment

i. Stephen Powell – Planning Commission

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

- i. 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 XXI, SECTION 21.248, STANDARDS FOR PLACEMENT OF SMALL WIRELESS FACILITIES IN COVERED AREAS, TO ESTABLISH STANDARDS FOR THE PLACEMENT OF SMALL WIRELESS FACILITIES AND MATTERS RELATED THERETO IN COMPLIANCE WITH THE SOUTH CAROLINA SMALL WIRELESS FACILITIES DEPLOYMENT ACT.

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

- j. 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 XVI, SECTION 21.161, SIGN PERMIT REQUIREMENTS, TO PROVIDE FOR A TIMELINE AND OTHER PROVISIONS RELATED TO ADMINISTRATIVE REVIEW OF SIGN PERMIT APPLICATIONS.

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

- k. 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 4331 SHOREBROOK DRIVE, RICHLAND COUNTY TAX MAP NUMBER R16802-05-29

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

- l. 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 6211 LAKESHORE DRIVE, RICHLAND COUNTY TAX MAP NUMBER R16806-04-05

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- m. 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 4537 FERNWOOD ROAD, RICHLAND COUNTY TMS R14015-07-09, 5643 PINEBRANCH ROAD, TMS R14016-07-09, 5659 PINEBRANCH ROAD, TMS R14016-07-05, 5719 PINEBRANCH ROAD, TMS R14016-02-04, AND 5656 PINEBRANCH ROAD, TMS R14016-06-15

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

- n. **First Reading: AN EMERGENCY ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, REQUIRING FACE COVERINGS BE WORN IN CERTAIN CIRCUMSTANCES AND PROVIDING PENALTIES FOR VIOLATIONS**
Following a brief discussion, on a motion by Mr. Andrews seconded by Mr. Kibler, Council passed the emergency ordinance with a four to one vote with Mr. Barnes voting no.
- o. **First Reading: AN EMERGENCY ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING FOR THE TEMPORARY SUSPENSION OF NORMAL OPERATING PROCEDURES OF THE CITY OF FOREST ACRES COUNCIL, BOARDS AND COMMISSIONS MEETING**
On a motion by Mr. Barnes seconded by Mr. Andrews, Council unanimously approved the emergency ordinance.
- p. **Discussion of a Vaccination Incentive Program for City Employees**
Following a discussion Council agreed to offer one paid day off and a \$100 incentive for city employees to get the Covid vaccinations. The incentive will be retroactive for employees who have received the vaccinations and have their card. On a motion by Mr. Andrews seconded by Mr. Kibler, Council approved the program as amended.

On a motion by Mr. Andrews seconded by Mr. Barnes, Council unanimously authorized an alternative legal signature on the ordinances tonight in the physical absence of City Attorney Will Dillard due to illness.

8. 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 MAJOR AMENDMENT OF THE EXISTING PLANNED DEVELOPMENT DISTRICT ORDINANCE FOR 4701 FOREST DRIVE (TMS 14014-06-19), ARTICLE I, SECTION 2(B), TO ALLOW FOR ADDITIONAL USES.**
On a motion by Mr. Andrews seconded by Mr. Barnes, Council unanimously approved the ordinance

9. City Administrator Report:

- a. **ARPA Funds**
Administrator Greenwood reported that these stimulus funds have been requested by the state. We have submitted our request for log-in information through a portal that the state has activated for requests of the funds.
- b. **PIO Position**
Lynnsey Baker has joined city staff as our new Public Information Officer position. Her first day will be September 27, 2021.
- c. **Bridge replacement**
The money that the state granted to us for our bridge replacement has been placed in the SC DOT budget. They wanted us to spend our money first and they would reimburse us. Mr. Greenwood expressed his opinion against that process. The project will continue.
- d. **FLP Park update**
This project is moving forward. The money granted by the state is involved with this project as well.
- e. **Website update**
The framework and online forms are completed. The timeline seems to be on target.
- f. **Public Works**
Our staff in public works has been working diligently to work on all routes with being down by two trucks. Residents were not affected by delays due to the hard work.

10. **Finance Director Report:** Investment Policy report

Finance Director Andy Smith gave a report to Council regarding the city's investments and what type of funds are allowed. Mr. Smith added that he believes the state and local government pool we are invested in are suitable.

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

Chief Sealy reported that 11 FAPD employees were out with Covid during the month of August and a portion of September. Gaps were filled in by our other employees.

Chief Sealy recently attended a Servant Leadership program at Eastminster Church. He selected Sgt. Lori Tumlin for recognition of her community service in Forest Acres and outstanding work in FAPD.

The four new cameras that were installed at Trenholm park are active and running.

The Labor Day 5k race was successful with approximately 200 participants.

Chief Sealy officially announced his upcoming retirement. He will remain with the City until January 2, 2022.

12. **Community Forum:**

Resident Jim Testor expressed his concerns regarding fireworks in the city.

13. **Council Items:**

No items to report.

14. **Executive Session**

On a motion by Mr. Barnes seconded by Mr. Black, Council unanimously agreed to go into Executive Session at 7:55pm.

- 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 the Associate City Judge Position
- c. Discussion of personnel matters related to the City Administrator's Annual Evaluation
- d. Discussion of negotiations related to a contract with Recollect for the Waste Wizard Program
- e. Discussion of negotiations related to a contract for potential public easements on 4824 Forest Drive

On a motion by Mr. Barnes seconded by Mr. Andrews, Council voted unanimously to come out of executive session and return to regular session.

13. **Adjourn**

On a motion by Mr. Kibler seconded by Mr. Barnes, Council adjourned at 9:45 p.m.

Respectfully submitted,

Maria Queen
Administrative Coordinator
City of Forest Acres