

**MINUTES OF THE  
FOREST ACRES CITY COUNCIL  
August 8, 2023**

Mayor Tom Andrews, Mayor Pro-tem David Black, Council members Haskell Kibler, Ryan Newton, and Stephen Oliver were present, along with City Administrator Shaun Greenwood, Assistant City Administrator/Finance Director Andy Smith, Police Chief Don Robinson, and City Attorney Will Dillard.

**Mayor Tom Andrews called the meeting to order at 6:00 p.m.**

**1. Invocation and Pledge of Allegiance**

Council member Kibler led the invocation and the Pledge of Allegiance.

**2. PUBLIC HEARING**

**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 REVISING CHAPTER 4, ANIMALS AND FOWL, TO ADOPT BY REFERENCE THE RICHLAND COUNTY ANIMAL CONTROL ORDINANCE AND FEES SET FORTH THEREIN AND TO FURTHER PROVIDE REVISED PROVISIONS REGARDING ANIMAL CONTROL AND ADOPT FEES TO BE ASSESSED FOR VIOLATIONS; AND FURTHER BY REVISING SECTION 13-10, TO PROVIDE FOR DECLARATION OF NUISANCES OFFENDING PUBLIC DECENCY, PEACE AND ORDER RELATING TO ANIMAL CONTROL VIOLATIONS**

City Attorney Will Dillard opened the hearing at 6:01 pm stating that the purpose of the public hearing is to hear comments regarding the changes to the Animal Control ordinance that the city has with Richland County. The main change being the registration requirement (pet license fees) of household pet dogs and cats for residents of Richland County. There is also a commercial pet breeding license fee and fees for violations of the city's noise ordinance for excessive barking.

With there being no questions or concerns either in favor of or in opposition to the ordinance changes from either Council or the public, Mr. Dillard closed the public hearing at 6:04 pm.

**2. Approval of Minutes**

**a. City Council Meeting July 25, 2023**

On a motion by Mr. Black seconded by Mr. Kibler, Council unanimously approved the minutes as amended.

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

**a. Responses to Community Forum Items:**

Administrator Greenwood reported that all the comments from residents at the informational meeting with Tony Magwood from SCDOT were compiled into a spreadsheet and forwarded. Mr. Magwood said that he and his department will work on a comprehensive report and forward it to the city. Mr. Greenwood will report back to Council.

**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. Resolution Honoring the service of Detective Charlie Morrison**

Mayor Andrews, retired Mayor Frank Brunson, Police Chief Don Robinson, and retired Police Chief Gene Sealy honored Detective Sergeant Charlie Morrison for his twenty-five year career at the Forest Acres Police Department.

**b. Appointments and Reappointments:**

**a. Appointment of City Representative to TPAC**

On a motion by Mr. Oliver seconded by Mr. Kibler, Council unanimously agreed to defer the appointment.

b. Public Safety Foundation 1 Vacant Seat:

i. Stan Holland

On a motion by Mr. Oliver seconded by Mr. Black, Council unanimously appointed Mr. Holland to the Public Safety Foundation for a 2-year term.

c. Planning Commission 1 Vacant Seat and 2 Seats Seeking Reappointment:

i. Jack Canteley – Reappointment (2 Years)

On a motion by Mr. Kibler seconded by Mr. Oliver, Council unanimously reappointed Mr. Canteley.

ii. Ralph Bailey – Reappointment (2 Years)

On a motion by Mr. Black seconded by Mr. Oliver, Council unanimously reappointed Mr. Bailey.

iii. Vacant – (2 Years)

1. Derek Pace

2. Roxanna “Marshall” Minton

On a motion by Mr. Black seconded by Mr. Newton, Council unanimously appointed Ms. Minton to a 2-year term.

d. Zoning Board of Appeals 2 Vacant Seats (2 Years) and 2 Reappointments:

i. Tony Dukes

ii. Matthew Morrison

iii. Will Owens

On a motion by Mr. Black seconded by Mr. Kibler, Council unanimously appointed Mr. Owens for a two-year term.

iv. Roger “Craig” Augenstein

v. Jesse Smith

On a motion by Mr. Black seconded by Mr. Kibler, Council unanimously appointed Mr. Smith for a two-year term.

vi. Kate Usry – Reappointment (3 Years)

On a motion by Mr. Oliver seconded by Mr. Newton, Council unanimously reappointed Ms. Usry to a 2-year term.

vii. John Kososki – Reappointment (3 Years)

On a motion by Mr. Oliver seconded by Mr. Black, Council unanimously agreed to defer Mr. Kososki’s possible reappointment to the next Council meeting.

**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 REVISING CHAPTER 21 (ZONING), PROVIDING FOR ESTABLISHMENT OF THE CREEK ACCESS WEST OVERLAY DISTRICT; AND FURTHER BY REVISING SECTION 21.4.2 (ZONING MAP), PROVIDING FOR A CHANGE IN THE CITY ZONING MAP TO INCLUDE 4831/4825 FOREST DRIVE, 5210 TRENHOLM ROAD, AND 4801 FOREST DRIVE (TMS R16701-02-19, - 20, AND -35) IN THE CREEK ACCESS WEST OVERLAY DISTRICT

On a motion by Mr. Oliver seconded by Mr. Black, Council unanimously deferred the second reading until after Executive Session.

- 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 ADDING A SECTION OF SAID CODE; PROVIDING FOR THE ANNEXATION OF 303 LAUREL SPRINGS ROAD, RICHLAND COUNTY TAX MAP NUMBER 16802-06-27

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

- c. 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 5804 PINEBRANCH ROAD, RICHLAND COUNTY TAX MAP NUMBER R14113-05-07  
On a motion by Mr. Black seconded by Mr. Oliver, Council unanimously approved the annexation.
- d. 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 4, ANIMALS AND FOWL, TO ADOPT BY REFERENCE THE RICHLAND COUNTY ANIMAL CONTROL ORDINANCE AND FEES SET FORTH THEREIN AND TO FURTHER PROVIDE REVISED PROVISIONS REGARDING ANIMAL CONTROL AND ADOPT FEES TO BE ASSESSED FOR VIOLATIONS; AND FURTHER BY REVISING SECTION 13-10, TO PROVIDE FOR DECLARATION OF NUISANCES OFFENDING PUBLIC DECENCY, PEACE AND ORDER RELATING TO ANIMAL CONTROL VIOLATIONS  
On a motion by Mr. Kibler seconded by Mr. Oliver, Council unanimously approved the ordinance as amended.
- c. **City Administrator Report:**
  - a. Willingham & Forest light pole  
Mr. Greenwood stated that he spoke with Dominion and the pole cannot be removed, however, they are looking into having the pole moved a couple of feet to help avoid any future occurrences of vehicles potentially “clipping” their side mirrors when turning.
  - b. Annexations  
Mr. Greenwood said that we have had an uptick in interest in annexing into the city.
  - c. GCMP Update  
The park is still moving forward and seems to be on target for opening in October 2023.
  - d. Fireworks  
Mr. Greenwood said that he reached out to management at Forest Lake Country Club regarding the fireworks show they had this past weekend. Representatives met with Mr. Greenwood and said that they were celebrating their centennial anniversary. They apologized and said that they would reach out in the future before using fireworks.
- d. **Finance Director Report: Monthly Financial Report**  
Assistant City Administrator/Finance Director Smith provided an updated report on activity for the recently ended fiscal year. Next month he will have an updated year end for FY 22-23 showing more accruals and activity. Audit requests have begun, and we are under way and will continue for a next couple of months. He'll be reporting on FY24 activity after the end of the first quarter (9/30/2023).
- e. **Police Chief's Report:**  
Chief Robinson reported the July 2023 crime and traffic statistics to Council.  
  
A front porch roll call is scheduled for August 31<sup>st</sup> on Valleybrook Road at 6:30 pm.  
  
We are beginning to push a business coalition and invites have been sent out to businesses. The first meeting is scheduled for August 24<sup>th</sup> at Jack Oliver's Pools and Spa. Establishing good communication is the main goal.  
  
School traffic is beginning and FAPD is being proactive with presence and patrol.

**f. Community Forum:**

Resident Ralph Bailey said that he was able to meet with Tony Magwood from SCDOT and that the outcome seems favorable and positive.

Resident Jack Cantey asked Chief Robinson if there was an app or information portal for crime in Forest Acres. Chief said that on the city's website there is a link to a crime map.

**g. Council Items:**

No items to report.

**h. Executive Session:**

On a motion by Mr. Black seconded by Mr. Oliver, Council unanimously agreed to go into Executive Session at 9:00 pm.

- 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 Forest Lake Place Bridge and Park Project and Forest Lake Place Extension
- c. Discussion of contractual matters related to Forest Lake Place Extension right-of-way agreements and easements
- d. Discussion of contractual matters related to an Intergovernmental Agreement with Richland County for Animal Control Services

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

On a motion by Mr. Black seconded by Mr. Kibler, Council unanimously agreed to go back into regular session.

On a motion by Mr. Kibler seconded by Mr. Oliver, Council unanimously authorized the City Administrator to negotiate and execute a change order for a portion of the Forest Lake Place Drive Extension Project as discussed in Executive Session and to use ARPA funds and Multi-County Industrial Park Funds from the Cardinal for the project.

On a motion by Mr. Newton seconded by Mr. Black, Council unanimously approved second reading on the ordinance in agenda item 6a (enactment of Creek Access West Overlay District and inclusion of 3 properties identified in that ordinance within that district), as amended.

On a motion by Mr. Black seconded by Mr. Oliver, Council unanimously approved ratifying the city's acceptance by two separate right of way easements for the Greenburg and Forest Lake Place Gardens properties for construction and permanent public use of a portion of the Forest Lake Place Extension Project.

**13. Adjourn**

On a motion by Mr. Kibler seconded by Mr. Newton, Council adjourned at 7:33 pm.

Respectfully submitted,

Maria Queen  
Administrative Coordinator  
City of Forest Acres