

**MINUTES OF THE
FOREST ACRES CITY COUNCIL
February 15, 2023**

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, and City Attorney Will Dillard.

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

1. Invocation and Pledge of Allegiance

Mayor Frank Brunson led the invocation and the Pledge of Allegiance.

2. Approval of Minutes

a. City Council Meeting January 10, 2023

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

b. Special City Council Meeting February 3, 2023

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

3. Mayor's Issues & City Projects

a. Responses to Community Forum Items:

Satchel Ford Road properties

City Engineer Keith Lindler stated he has spoken with a Richland County Inspector who has spoken with Hurricane Builders and was informed that the County has approved a restoration plan. The plan has not been implemented yet, however, the inspector said that if the builders do not begin by Christmas, he will begin writing violations.

4. Public Comment Related to Items on the Agenda:

No items to report.

5. New Business:

a. Presentation by the Forest Acres Public Safety Foundation Officer of the Quarter: Ebony Ivy

Council member Tom Andrews and Chief Robinson presented the 4th Quarter Award to Officer Ebony Ivy.

b. Introduction of new FAPD Detectives

Chief Robinson introduced newly promoted Detective Henry Jackson and newly hired Detective Herbert McCraw.

c. Presentation of the FY22 Audit

Bill Hancock stated that the audit resulted in no significant findings and that a clean and unmodified opinion of the city's financial statements has been issued.

d. Discussion and approval of officially naming the park on Forest Lake Place Drive to Gills Creek Memorial Park

On a motion by Mr. Barnes seconded by Mr. Kibler, Council unanimously agreed to officially name the new park Gills Creek Memorial Park.

e. Discussion and approval of moving the April 11 City Council Meeting to April 18

On a motion by Mr. Barnes seconded by Mr. Black, Council unanimously agreed to move the April 11, 2023, meeting to April 18, 2023.

f. Hospitality Tax Request:

a. Staff Request: \$500 Sweep the Acres

b. Staff Request: \$40,000 Christmas Lights

c. Staff Request: \$10,000 FAPD Marketing Materials for Forest Acres Festival

On a motion by Mr. Barnes seconded by Mr. Andrews, Council unanimously approved all three Hospitality Tax requests.

g. Hospitality Tax Committee Recommendations:

i. Columbia Chamber of Commerce Golf Tournament: \$2,000

On a motion by Mr. Kibler seconded by Mr. Black, Council unanimously approved the Hospitality Tax request.

ii. Timmerman School 3rd Annual Golf Tournament: \$2,500

On a motion by Mr. Kibler seconded by Mr. Barnes, Council unanimously approved the Hospitality Tax request. Mr. Black recused himself from the vote.

iii. Harmony School Spring Fling: \$2,500

On a motion by Mr. Kibler seconded by Mr. Andrews, Council unanimously approved the Hospitality Tax request.

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 OF SAID CODE; PROVIDING FOR THE ANNEXATION OF 6482 BRIDGEWOOD ROAD, RICHLAND COUNTY TAX MAP NUMBER R16803-05-16.

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

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 4330 SHOREBROOK DRIVE, RICHLAND COUNTY TAX MAP NUMBER R16802-06-03.

On a motion by Mr. Barnes seconded by Mr. Kibler, 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 4418 BRIARFIELD ROAD, RICHLAND COUNTY TAX MAP NUMBER R16802-09-04

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

d. Second Reading: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING THE DATES FOR: PUBLIC NOTICE OF 2023 GENERAL ELECTION, DEADLINE FOR FILING STATEMENTS OF CANDIDACY, AND 2023 GENERAL ELECTION

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

7. City Administrator Report:

a. Park and Bridge update

Administrator Greenwood reported that the bridge is approximately halfway completed. The park is ahead of schedule currently. Granite is currently being installed. The contractor thinks barring bad weather that they will be done before the contract deadline.

b. Illuminight

The event is scheduled for Friday, March 3, 2023.

c. Forest Acres Festival

The festival is scheduled for Saturday, April 2, 2023 from 10 am to 4 pm.

d. ARPA expenditure

The new loader for Public Works has been received. The old loader will be sold at auction in the next 4-5 months after training new operators.

Some money has been shifted around for the wheel loader to accommodate more safety equipment. The approved amount was not exceeded.

e. Sign-On Bonus

Mr. Greenwood said that this matter will be discussed more in Executive Session regarding some options.

f. Council Retreat

The Planning Session is scheduled for Monday, March 6, 2023.

8. Finance Director Report: Monthly Financial Report

Assistant City Administrator/Finance Director Smith reported that one-third of our anticipated revenue has been received. The largest amount received in January is from property taxes. Another large amount is anticipated for February and then we will begin to trail off and both business license renewals and franchise fees will pick up at that time. On the expense side we will be paying for received police vehicles and public works equipment. We are on track for revenues and expenditures. Hospitality tax also remains consistent for this time during the fiscal year.

9. Police Chief's Report:

Chief Robinson reported the January 2023 crime and traffic statistics to Council which includes 14 less accidents than in December 2022. Residential burglaries have surged in the city. A potential lead is being investigated along with diligent patrol.

Two front porch role calls were conducted on Ivy Hall and Blythe Glen and both were well attended by residents.

Active shooter training continues. FAPD is working diligently with the schools on plans and security.

Freedom of Information Act training, SLED Fusion Center training, and Emotional Intelligence training has been attended.

Chief Robinson attended a training class regarding visual hindrances adding to crime by overgrowth in landscaping.

Former FAPD Detective Curtis Singleton's swearing in as Chester County's Chief of Police was attended by several FAPD employees.

Mr. Greenwood added that the encroachment permit from SCDOT was received for speed humps on Falcon Drive. However, we do have obtain at least three written bids for speed tables and the project to be completed.

10. Community Forum:

Resident Kathy Marie Davis asked about the grading on the Satchel Ford project. She stated that the natural stream has been disturbed and the water is beginning to trickle down into the neighbors' back yards. She also asked about a camera box being added to her neighborhood area. Chief Sealy said he will look into the request beginning tomorrow, February 16th.

Resident William Brantley said that he recently turned onto Satchel Ford off of Valleybrook and at the apartments there is a dangerous visual hindrance by a large truck. The truck obstructs any line of sight on the turn. Chief Robinson said he will address this issue also on February 16th.

11. Council Items:

Council member Barnes commended Mr. Greenwood and Mr. Smith on the annual audit report.

Mayor Brunson stated that he will not be seeking reelection during the upcoming election. He read a heartfelt letter expressing his confidence in the future of Forest Acres and intends to remain involved in city business.

12. Executive Session:

On a motion by Mr. Kibler seconded by Mr. Andrews, Council unanimously agreed to go into Executive Session at 7:40 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 i. Hydronic heater litigation
- b. Discussion of contractual matters related to the Forest Lake Place Bridge and Park Project
- c. Discussion of contractual matters and proposed real estate transaction related to Richland Mall property and proposed park
- d. Discussion of proposed contractual arrangement regarding annexation consultant
- e. Discussion of contractual matters related to a proposed digital marketing agreement with WIS
- f. Discussion of contractual matters related to a proposed Voluntary Cleanup Contract
- g. Discussion of proposed sale of real property (Wittering Drive)

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

On a motion by Mr. Andrews seconded by Mr. Barnes, Council unanimously agreed to go back to regular session.

On a motion by Mr. Andrews seconded by Mr. Kibler, Council unanimously authorized the City Administrator to negotiate and execute the proposed digital marketing agreement with WIS.

On a motion by Mr. Andrews seconded by Mr. Black, Council unanimously approved a change order regarding Gills Creek Memorial Park up to \$325,000.00.

On a motion by Mr. Andrews seconded by Mr. Black, Council unanimously authorized the City Administrator to enter the DHEC Agreement as discussed in Executive Session.

13. Adjourn

On a motion by Mr. Barnes seconded by Mr. Kibler, Council adjourned at 10:00 p.m.

Respectfully submitted,

Maria Queen
Administrative Coordinator
City of Forest Acres