

**MINUTES OF THE
FOREST ACRES CITY COUNCIL
VIRTUAL ZOOM MEETING
March 8, 2022**

Mayor Frank Brunson, Mayor Pro-tem Tom 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 Don Robinson, and City Attorney Will Dillard.

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

1. Invocation and Pledge of Allegiance

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

2. Approval of Minutes

- a. City Council Meeting held February 8, 2022
On a motion by Mr. Andrews seconded by Mr. Kibler, Council unanimously approved the minutes.
- b. Special City Council Minutes held February 2, 2022
On a motion by Mr. Barnes seconded by Mr. Kibler, Council unanimously approved the minutes.

3. Mayor's Issues & City Projects

- a. Responses to Community Forum Items:
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. FAPD Promotion Ceremony
Police Chief Don Robinson promoted FAPD Officers Robert Cooper, Barry Burton, and Leighton Jenny to Corporal. FAPD Sergeant Michael Smyrl was promoted to Lieutenant over Patrol. Corporal Robert Cooper was promoted to Sergeant. Lieutenant Jerry Maldonado was introduced as second in command at FAPD and will begin with Forest Acres in April 2022.
- b. Presentation by Richland County Recreation Commission.
Richland County Recreation Commission Outreach Coordinator Adarias Williams presented upcoming plans for Trenholm Park to Council.
- c. Resolution Approving Mutual Aid Agreement with City of Columbia Police Department
On a motion by Mr. Barnes seconded by Mr. Andrews, Council unanimously approved the resolution.
- d. Discussion of a request for Non-Standard Service Funds related to the Crayton Middle School Utility Undergrounding Project
Following a discussion, on a motion by Mr. Andrews seconded by Mr. Kibler, Council unanimously approved the request.
- e. Staff request for two streetlights on Covenant Rd.
On a motion by Mr. Barnes seconded by Mr. Kibler, Council unanimously approved staff's request.
- f. Hospitality Tax Request:
 - a. Staff request for \$10,000 of Htax funds for promotional materials for the City and Police

Department

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

- b. Timmerman School – Request for \$1,200 Sponsorship for 2nd Annual Golf Tournament
On a motion by Mr. Kibler seconded by Mr. Barnes, Council unanimously approved the sponsorship. Council member David Black recused himself from this vote.

g. Appointments

- a. Representative to the COMET Board – Andy Smith

On a motion by Mr. Andrews seconded by Mr. Black, Council unanimously appointed Mr. Smith.

- b. Public Safety Foundation:

- i. Dianna Elliott

- ii. Virginia Crocker

- iii. Michael “Doc” Smith

- iv. Bryan Willis

- v. Thomas Andrews – Represents Council

On a motion by Mr. Andrews seconded by Mr. Barnes, Council reappointed Dianna Elliot for a one-year term, Michael “Doc” Smith, Bryan Willis, and himself for two-year terms.

h. AN EMERGENCY ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING FOR THE TEMPORARY SUSPENSION OF NORMAL OPERATING PROCEDURES

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

6. Old Business:

No items to report.

7. City Administrator Report:

- a. Code Enforcement Update

Mr. Greenwood reported that we expect to receive individual bids this week for demolition of the uninhabitable homes on Formosa and Deerfield.

- b. Business License Compliance

The Building Department is in full compliance with the Municipal Association’s business license calendar. All business licenses expire on April 30th and late fees begin May 1st.

- c. Economic Development

Public Information Officer Lynnsey Baker has been working with the data that was received at the Economic Development class to build a page for our website. We are looking at the vacant buildings and lots in the city for development.

- d. Forest Lake Park and Bridge Update

We are in negotiations with SC DOT regarding design elements for the bridge. We are trying to get it moved along quickly so that the project can get out for bid.

- e. Potholes

As potholes or road conditions are being reported to the SC DOT as they are called into City Hall.

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 this period in the fiscal year that revenues and expenditures are consistent with the same period in prior years.

9. Police Chief's Report:

Chief Robinson reported to Council February 2022's traffic statistics.

Initiatives that FAPD is working on are the main reasons for vehicular accidents on Forest Drive, traffic flow, continued speed enforcement, and an Officer Accountability Program.

Chief Robinson gave the 2021 Annual Crime Statistics report to Council.

10. Community Forum:

Resident Kathy Marie Davis asked if there is a notification for Civil Defense in place. Mr. Greenwood said that we do not have one currently, however, we are looking at a sign-up program on our website for major emergencies. She also reported stormwater drainage and water/sewer connection concerns on Satchel Ford Road in the location where the five new homes are going to be built. Mr. Greenwood said that the low areas are going to have to be built up to accommodate the new structures and the water issues will have to be addressed by the builders. She asked about the debris that is left on the corner of Satchel Ford and Boundbrook in the Richland County donut hole. Mr. Greenwood said that when it is seen we contact the county for the debris to be picked up.

11. Council Items:

Mr. Andrews asked about the rezoning that Richland County is trying to enact in their unincorporated residential areas. Mr. Greenwood said that the county has scheduled another meeting for concerns to be voiced and recommends that Forest Acres drafts a letter to the county to be signed by Mayor Brunson. On a motion by Mr. Andrews seconded by Mr. Barnes, Council unanimously authorized Mr. Greenwood to draft a letter for Mayor Brunson to sign expressing our concerns.

12. Executive Session:

On a motion by Mr. Black seconded by Mr. Barnes, 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 an intergovernmental agreement with Richland County related to animal services
- c. Receipt of legal advice related to outstanding bench warrants
- d. Discussion of proposed contractual matters related to the potential sale and/or acquisition of real property
- e. Discussion of contractual matters and annual evaluation for the City Attorney

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

On a motion by Mr. Andrews seconded by Mr. Barnes, Council approved the new City Attorney contract as presented and to be signed by Mayor Brunson.

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

13. Adjourn

On a motion by Mr. Black seconded by Mr. Barnes, Council adjourned at 8:30 p.m.

Respectfully submitted,

Maria Queen
Administrative Coordinator
City of Forest Acres