



City of Fountain Inn
Regular Council Meeting Minutes
May 14, 2020 - 6:00 PM - 200 N. Main Street, Council Chambers
Virtual Online Meeting via Zoom
The meeting was live streamed on the City's Facebook page

The following members of City Council were in attendance: Mayor George Patrick (GP) McLeer, Jr., Mack Blackstone, Phil Clemmer, Anjeanette (AJ) Dearybury, John Mahony and Jay Thomason

Councilmember Cunningham was not present.

Others Present: Shawn Bell, David Holmes, Naomi Reed, Sandra Woods

Due to COVID-19 guidelines, members of the public were not allowed to attend this meeting in person. The meeting was live streamed. Information concerning the live stream was posted on the city's website.

Call to Order – Mayor McLeer

Invocation - Clayton King, Teaching Pastor, NewSpring Church

Pledge of Allegiance

Public Forum – Persons wishing to speak must email the City Clerk at sandra.woods@fountaininn.org with their name and phone number they will be calling into the meeting with. During the Public Comment Period, we will unmute the callers to allow them to speak up to 3 minutes in the order that they signed up. You may sign up until 15 minutes prior to the commencement of the meeting.

Sandra Woods reported that no one signed up for Public Comment.

Consent Agenda – There will be no discussion of Consent Agenda items unless a Council member so requests in which event the item in question will be considered separately.

- April 9, 2020 Regular Council Meeting Minutes
- April 30, 2020 Budget Workshop
- May 6, 2020 Budget Workshop

- Preliminary February 2020 Financial Report

Motion by Councilmember Clemmer, second by Councilmember Blackstone to approve the consent agenda as presented.

Roll Call Vote:

Mahony - Aye
Thomason - Aye
Dearybury - Aye
Clemmer - Aye
Cunningham - Absent
Blackstone - Aye
McLeer - Aye

The motion carried unanimously 6/0

City Administrator's Report – Shawn M. Bell
(Attached)

Unfinished Business

None

New Business

First Reading - 2020-002 - FY 2019-2020 Budget Amendment

Mr. Bell stated this is an Ordinance to update and amend the FY 2020 Budget for the City of Fountain Inn to account for appropriations made by City Council through the fiscal year.

When a municipality adopts its annual budget ordinance, staff and elected officials are projecting receipts and expenditures of government. During a fiscal year, sometimes extenuating circumstances may make it appropriate to adopt an amendatory ordinance to reflect deviations in certain line items of the budget.

Due to the unprecedented residential growth in Fountain Inn, certain revenue line items such as Fire Service Area Revenue (+\$160,000), Laurens County Taxes (+\$68,000), Greenville County Taxes (+\$55,000), and Variance/Rezoning Fees (+\$7,500) were underbudgeted, leading to an increase of \$290,500 in additional revenue. With the addition of \$115,400 from fund balance, the total revenue increase to the FY20 budget is \$405,900.

On the expenditure side, some line items were underbudgeted such as payroll consultant fees (did not budget for IdealHR services to extend beyond September 2019), Police & Fire Education Incentive Pay, Special Events Marketing, and internet expenditures. In addition, a

website audit was performed, and 800 radios were purchased. These additional expenditures totaled \$405,900.

Motion by Councilmember Mahony, second by Councilmember Blackstone to approve the budget amendment as presented.

Mahony - Aye
Thomason - Aye
Dearybury - Aye
Clemmer - Aye
Cunningham - Absent
Blackstone - Aye
McLeer - Aye

The motion carried unanimously 6/0.

First Reading – AX-2020-004 - Jenkins Bridge Road; Zone – TMS#0562020100606 to R12; assign to Council Ward 5

Mr. Bell stated that this is an Ordinance to provide for the annexation of the property described herein to the city limits of the City of Fountain Inn; to Establish a Zoning Classification; to assign the annexed property to a Council Ward; and various matters related thereto.

AX2020-004 would annex 122.85 acres on Jenkins Bridge Road into the city limits of Fountain Inn. zone TMS# 0562020100606 to R-12, Residential District and assign parcel to Council Ward 5. The Planning Commission voted unanimously (5-0) in favor of the annexation and zoning at the May 4, 2020 meeting. Bluewater Civil Design presented on behalf of the applicant, Mark III Properties LLC, a residential developer. No one provided written public comment regarding the application; the Planning Commission public hearing was conducted virtually via Zoom.

Motion by Councilmember Thomason, second by Councilmember Blackstone to approve on first reading AX 2020-004 as presented.

Mahony - Aye
Thomason - Aye
Dearybury - Aye
Clemmer - Aye
Cunningham - Absent
Blackstone - Aye
McLeer - Aye

The motion carried unanimously 6/0.

E-2020-003 An Emergency Ordinance to continue a declaration of a State of Emergency

City Attorney, David Holmes reviewed Ordinance E-2020-003 with Council.

On March 23, 2020 Council adopted E-2020-001. That ordinance ends on the May 22, 2020. This ordinance continues to declare the state of emergency for another 61 days. This ordinance does not shut business down. It only addresses city operations.

Motion by Councilmember Mahony, second by Councilmember Clemmer to approve the consent agenda as presented.

- Mahony - Aye
- Thomason - Aye
- Dearybury - Aye
- Clemmer - Aye
- Cunningham - Absent
- Blackstone - Aye
- McLeer - Aye

The motion carried unanimously 6/0.

Resolution 2020-005 - Certifying Property located at 4 Howard Creek Drive as abandoned building

Mr. Bell stated that this is a Resolution Certifying Property Located at 4 Howard Creek Drive as an Abandoned Building Site Pursuant to the South Carolina Abandoned Buildings Revitalization Act, Title 12, Chapter 67 of the Code of Laws of South Carolina, 1976, as Amended.

The property located at 4 Howard Creek Drive has been purchased by a resident of Fountain Inn with the intention of opening a business called *Village Play*. The last occupant of the building was *Premier Video*, which closed on May 21, 2012. The new property owner is seeking to receive the SC State Abandoned Building Tax Credit.

The SC State Abandoned Building Credit is available as an economic development incentive for rehabilitation of abandoned buildings and the surrounding site. The incentive provides either an income tax credit or property tax credit for the renovation, redevelopment or improvement of abandoned building sites operated for income-producing purposes. The site must be at least 66% abandoned (the space has been closed continuously to business or otherwise nonoperational for income-producing purposes) for at least five years. When located in a municipality with 1,000-25,000 people, the property owner must spend at least \$150,000 renovating the building to be eligible. The governing body must certify that the site has been abandoned.

Village Play will be an indoor play space for young children, designed with adults in mind. They will serve coffee and coffee-based drinks for caregivers to enjoy while watching their child(ren) play in a clean, safe space. The play space will focus on imaginative play and will offer birthday parties, special events, and classes for children in the community.

Motion by Councilmember Dearybury, second by Councilmember Blackstone to approve the Resolution 2020-005 as presented.

Mahony - Aye
Thomason - Aye
Dearybury - Aye
Clemmer - Aye
Cunningham - Absent
Blackstone - Aye
McLeer - Aye

The motion carried unanimously 6/0.

Approval of revisions to multiple Gas Office Polices and the addition of Policy #104

Mr. Bell stated the following:

- Policy #109
 - o Instead of the temperature simply being at 32 degrees Fahrenheit or below for not disconnecting customers for non-payment, the forecasted temperature for disconnection for non-payment must remain above 32 degrees for 48 hours following the scheduled disconnection

- Policy #113
 - o Customers refusing to provide social security number for FING to run credit history will be charged a \$200 deposit fee and will only be refunded the amount once the account is closed in good standing
 - o Any builder requesting a new meter set and fails FING's inspection will be charged the standard service call fee of \$35 for a repeat visit

- Policy #121
 - o If a customer doesn't honor a payment arrangement which was setup to avoid disconnection, the customer will be charged a \$85 delinquent fee

- Policy #128
 - o A \$35 fee applies during normal business hours when a service technician is sent to customer's premises for a routine meter/facility inspection, or any non-emergency call
 - o After-hours service calls others than emergency calls are subject to a \$70 fee
 - o FING will perform all non-emergency service requests the following business day

- Policy #104 (New)
 - o City of Fountain Inn elected officials and employees
 - Will not be given special treatment regarding paying gas bills
 - For new accounts, the \$50 non-refundable application fee still applies but all deposits are waived
 - The purchase price for gas appliances (grills, logs, tankless water heaters, etc.) will be sold at cost... no mark-ups will apply.

Motion by Councilmember Clemmer, second by Councilmember Mahony to approve the gas policies as presented.

Mahony - Aye
Thomason - Aye
Dearybury - Aye
Clemmer - Aye
Cunningham - Absent
Blackstone - Aye
McLeer - Aye

The motion carried unanimously 6/0

Approval of sidewalk art at Commerce Park

Mr. Bell asked Council to approve installation of interactive sidewalk art over at Commerce Park. He stated that Heather Cannon and Ellen Lane in the Special Events Department are continually working to improve activities during the Farmers Market, Concerts and Festivals. The proposed artwork is hopscotch, checkers, darts, etc. and would be painted on the sidewalk near the Farmers Market Pavilion by a local artist. Funds are available in the current budget to fund this project. The cost is \$800 - \$1000 range.

Motion by Councilmember Dearybury, second by Councilmember Blackstone to approve the sidewalk art as presented.

Councilmember Dearybury suggested adding a Sensory Trail as well.

Mahony - Aye
Thomason - Aye
Dearybury - Aye
Clemmer - Aye
Cunningham - Absent
Blackstone - Aye
McLeer - Aye

The motion carried unanimously 6/0

Approval of Administrator Evaluation Process/Appointment of Committee

Mayor McLeer stated that our current City Administrator, Shawn Bell, was hired in October of 2017 with a contract term of two years, ending October 1, 2019. In October of 2019, the City agreed to a one-year extension of the Administrator's contract, ending October 1, 2020. It is Council's duty to assess the performance of the Administrator at least annually, as well as review the Administrator's contract and decide upon any changes to said contract.

Motion by Councilmember Clemmer, second by Councilmember Dearybury to approve the evaluation process as presented.

Mahony - Aye
Thomason - Aye
Dearybury - Aye
Clemmer - Aye
Cunningham - Absent
Blackstone - Aye
McLeer - Aye

The motion carried unanimously 6/0

Executive Session

1. For the discussion of the appointment of a Human Resource Manager
2. Development Agreement concerning property located at Greenville County Tax Map # 0562010100302

Upon returning to open session, council may act on items discussed during Executive Session.

Motion by Councilmember Blackstone, second by Councilmember Dearybury to meet in executive session.

Mahony - Aye
Thomason - Aye
Dearybury - Aye
Clemmer - Aye
Cunningham - Absent
Blackstone - Aye
McLeer - Aye

Motion by Councilmember Dearybury, second by Councilmember Clemmer for Council to come out of Executive Session. The motion carried unanimously 6/0.

Mayor McLeer stated that no votes or action taken during executive session.

Motion by Councilmember Clemmer, second by Councilmember Thomason to hire Rebecca Mejia-Ward as HR Manager for the City of Fountain Inn with a start date of July 1 or sooner.

Mahony - Aye
Thomason - Aye
Dearybury - Aye
Clemmer - Aye

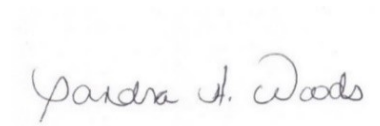
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Cunningham - Absent
Blackstone - Aye
McLeer - Aye

The motion carried unanimously 6/0.

Motion by Councilmember Blackstone, second by Councilmember Mahony to adjourn the meeting. The motion carried unanimously 6/0.

Time: 7:37 pm

A handwritten signature in cursive script that reads "Sandra H. Woods". The signature is written in dark ink on a light-colored background.

Sandra H. Woods, CMC
Municipal Clerk

CITY ADMINISTRATOR REPORT



Agenda Date: May 14, 2020

To: Mayor and City Council

From: Shawn M. Bell, City Administrator

Administration

- Census 2020 ([2020census.gov](https://www.census.gov))
 - As of May 10th, the national self-response rate was 58.6% and the South Carolina self-response rate was 53.3%
 - Fountain Inn's was 59.5% (above both national and state), but still lower than Simpsonville (64.9%) and Mauldin (67.2%)
- Woodside Connector
 - Received four Alternates for the City to review and decide
 - City's amended TAP grant award was for \$351,480 with the City's 20% grant match being \$87,870
 - The City will need to contribute \$240,878 to \$264,440 in additional funds to have the project completed due to increased construction costs because of an unforeseen design change and astronomically high design/engineering fees from SCDOT
 - Current let date of February 2022
- Woodside Village
 - Due to COVID-19, Mr. Jain is not interested in marketing or developing his property at this time
 - City will proceed with issuing an RFP for the City-owned property and hopefully Mr. Jain's property will be developed as a Phase 2
 - Conversion (land swap) has been finalized
- Woodside Streetscape
 - SCDOT has begun administering right-of-way acquisition and utility coordination
 - Current let date of June 2021
- Wayfinding Signage Project
 - Welcome signs on Hwy. 418, Fairview Street, and South Main have been installed
 - Still awaiting encroachment permit approval from SCDOT for the remainder of the signs
- New websites
 - Finalizing RFP for redesign of City and Natural Gas websites
- Laurens County Capital Project Sales Tax

- We have submitted an application to the Laurens County Capital Sales Tax Committee for road/traffic improvements to Exit 22

Special Events and Community Development

- 2020 Special Events
 - 14th Annual Mac Arnold Cornbread & Collard Greens Blues Festival has been postponed to October 15-17
 - Virtual concerts on May 1st and 2nd were a success
 - City Serve Clean-Up Day has been postponed
 - Farmers Market slated to open on May 16th
 - Food/produce only in May; other guidelines/rules being enforced
 - Sounds of Summer (formerly Dancing on Depot) still slated to begin on June 5th

Natural Gas

- Deliveries for April 2020
 - Gas volume of 50,358 Dekatherms
 - Gas consumption for April 2020 was down over 12% from April 2019 and down 2.5% from the April four-year average
- Services for April 2020
 - 22 new applications for service
 - 9,515 active customers
 - 3,006 feet of new gas main lines have been installed year-to-date
 - 172 new service lines have been installed for a total of 9,174 feet year-to-date
- Gas Prices/Rates
 - Fountain Inn Natural Gas had the lowest gas rates of surveyed utilities in NC, SC, and VA for April 2020 (second month in a row)
 - The price of natural gas for the month of May settled at \$1.79 per Dekatherm, which represents a 9.8% increase over April's price of \$1.63 per Dekatherm
 - May's price is the second lowest price in 10 years... April was the lowest
- Natural Gas utilities are required by law to measure their customers' and non-customers' basic safety knowledge of natural gas
 - 15,000 calls were made for our annual phone safety survey
 - 10.41% of people completed the survey (an all-time high)
 - 86.41% have FING as their gas supplier
 - 64.52% received safety information in their bill (needs to improve)
 - 84.33% recognize the smell of natural gas (will continue to work on)
 - 94.23% are familiar with and know to call 811 before digging (excellent result)
 - Office improvements
 - The Billing Office parking lot has been resealed and striped

- The floors have been deep cleaned and buffed
 - New customer counter tops have been installed
 - Updated and reorganized the appliance sales floor with new models of gas grills
- COVID-19 Response
 - Lobby at the Billing Office has been closed to customers since March 16th, all business is being conducted through the drive-thru window
 - Did not experience a revenue shortfall for the month of March... April results are still being compiled
 - Disconnections for nonpayment have been suspended
 - Currently accepting partial payments towards customers' bills
 - Only one of the five Billing Office staff members is working from home

Police

- Fully staffed; everyone certified
- 5K has been rescheduled for October 31st
- Roof replacement has begun

Parks & Recreation

- All Parks facilities (except Activities Center) to open back up on May 18th
- Baseball/Softball practices to begin as early as May 18th with games slated to begin on May 26th and end by July 2nd
- Activities Center still closed until further notice
- Activities Center upgrades/renovations will begin soon
- Georgia Street Park basketball court has been resurfaced
- Staff assisted Pickens Recreation on May 6th in getting their fields in playing shape after their flooding and tornado damage

Planning & Development

- April 2020 Permitting
 - 50 construction permits with a total valuation of \$2,804,143
 - 132 inspections
 - 140 business license transactions
 - Budget for Business License revenue was met
- Staff has begun a preliminary review of current zoning ordinances

Judicial

- Panagakos Asphalt Paving on-site on May 11th for paving

Public Works

- One vacant CDL Driver position and one vacant Crew Worker position (offer has been extended for crew worker position)
- Been in contact with engineering firms to receive pricing for a study examining the City's worst/reoccurring stormwater issues

Fire

- One Firefighter has returned from paternity leave, but another will be going on paternity leave shortly
- Assisted with tornado search and rescue in Seneca and Pickens County
- C-Shift responded to a cardiac arrest call on 4/1720 to an unresponsive patient. After performing CPR, the patient was revived and after some time in the hospital the patient is now at home doing well.

Chamber of Commerce

- Taste INN scheduled for May 21