



**City of Fountain Inn
Council Meeting Minutes
February 14, 2019 ~ 6:00 PM ~ 200 N. Main Street, Council Chambers**

The following members of City Council were in attendance: Mayor Sam Lee, Phil Clemmer, Anthony Cunningham, Matthew King, John Mahony, Michael Maier and Rose Ann Woods.

Others Present: Shawn Bell, Ashlee Tolbert, Naomi Reed, Mike Pitman, Russell Alexander, Roger Case, Kaylee Summerton, Ronnie Myers, Russell Haltiwanger, Keith Morton, Tammy Finley, Johanna Inman, Sandra Woods, David Holmes

Visitors: 20

Call to Order – Mayor Sam Lee

Invocation – Councilmember Rose Ann Woods

Pledge of Allegiance

Public Hearing – Greenville County Redevelopment Authority

Mayor Lee called the public hearing to order.

Imma Nwobodu, with Greenville County Redevelopment Authority presented the 2019 Annual Action Plan to Council. (Attached)

Mayor Lee asked for public input. Being none, Mayor Lee closed the Public Hearing.

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.

January 5, 2019 Special Called Meeting Minutes

January 10, 2019 Regular Meeting Minutes

Preliminary January 2019 Financial Report

Motion by Councilmember Mahony, second by Councilmember Clemmer to approve the consent agenda as presented. The motion passed unanimously 7/0.

Public Forum – Persons wishing to speak must sign up 15 minutes prior to the commencement of the meeting. Signups will be on a first come, first served basis. Your remarks will be limited to 3 minutes.

Jack Reel, Thomas and Hutton Engineering – Introduced himself and stated that he would be available for questions during the Speedway Drive discussion.

CITY ADMINISTRATOR REPORT

Agenda Date: February 14, 2019

To: Mayor and City Council

From: Shawn M. Bell, City Administrator

Administration

- Woodside Park
 - RFQ advertised on January 9th and received six responses from qualified contractors
 - Going to bid for construction on Tuesday, February 19th
- Woodside Connector Project
 - SCDOT held a desktop scoping meeting on January 15th and is currently working on putting a scope together to hire a consultant for design
- Woodside Streetscape
 - Arbor Engineering is working through and resolving potential stormwater issues (specifically at Jones and Woodside); also responding to additional comments from SCDOT
 - Arbor Engineering plans to have their work completed and submitted to SCDOT prior to end of March 2019
- Classification and Compensation Study
 - Archer has received all employee questionnaires; met with Department Heads on 1/29 and 1/30; and has received compensation and benefits survey responses from our peer municipalities and organizations
 - Archer set to meet with Project Team in mid-March
- South Carolina Geodetic Survey (Office of SC Revenue and Fiscal Affairs Office) will be holding a public meeting regarding a boundary survey between Greenville and Laurens Counties on March 25th at 6:00 p.m. in the Council Chambers
- Fairview Street over I-385 project (hydro demo and latex overlay) is currently in preliminary engineering; bids are expected to be opened in July 2019 (let date)
- FY 2020 Budget:
 - Budget requests sent to City Administrator for review by 2/25
 - City Administrator, Finance Director, and Department Heads meetings on 3/5 and 3/7 to discuss budget requests

Special Events and Community Development

- 2019 Special Events Calendar has been published; Upcoming:
 - St. Patrick's Day Celebration: March 16th from 1-4pm
 - 44 City Serve (Clean-up Day): April 6th from 9am-noon
- Outreach/Community Development
 - Tentative Outreach Activities Calendar has been created

- Held a neighborhood roundtable meeting on January 30 at 6:30 p.m. at Golden View Baptist Church (sponsored by The Chapman Foundation)
- #AsktheAdministrator Facebook Q&A was held on February 7th
 - May 2nd, August 1st & November 7th are next ones scheduled
- #AdminOnTheGo (City Administrator mobile office hours) to be held on March 15th at Bobby's BBQ from 1-3pm
 - April 12, May 18th, June 14th, July 13th, August 16th, September 27th, and October 11th are the next ones scheduled
- Coffee with Council tentatively set for: March 5th, April 2nd, May 7th, June 4th, August 6th, and October 1st
- Submitted the following grants & applications:
 - Palmetto Pride Litter Prevention Grant - \$8,200 (44 City Serve)
 - Eat Smart Move More grant- \$5,000 (Farmers Market related programming)
 - AgSouth Farmers Market grant - \$500 (Farmers Market advertisement expenses)
 - Prisma Health Community Sponsorship request - \$7,500 (Farmers Market related programming)
 - Greenville County Accommodations Tax Funding - \$17,000 (Christmas Festival)
 - MASC Achievement Awards Application – highlighting the City's Special Events and Community Development initiatives

Natural Gas

- Deliveries for January 2019
 - 7.67% higher than average
 - 12.84% lower than January 2018
 - Temperature was 1.42 degrees above average
- Services for January 2019
 - 70 new service applications
 - 35 new residential service lines installed
 - 1 new commercial service line installed
- One crew worker vacancy
- Natural Gas Manager job advertisement has been posted

Police

- Three current officer vacancies
 - Contingent upon successful completion of pre-employment requirements, 1 of the 3 vacancies will be filled by a certified officer
- Chief of Police job advertisement has been posted
 - Applications accepted until March 7th; applications evaluated and placed into tiers by March 19th; initial interviews scheduled for late March-early April; interviews for finalists scheduled for mid to late April; thorough background & reference checks conducted by late April-early May; Council in position to approve City Administrator's recommendation on new Police Chief in May/June.
- Luncheon for Senior Watch participants held on 2/12

- Recently joined OD Mapping project which maps opiate related overdoses

Recreation

- Registration for baseball and softball will run through the end of February
- Basketball will be wrapping up the last week of February; All-Stars basketball is the first weekend of March

Sanctified Hill Park: striped parking lot with lines, took down nonfunctional backstops, delivered trash cans, repainted basketball goals, and lined the field for kickball & small football field, and painted regulation Four Square court

- Still planning on: repainting the swing set, replacing the swings, installing new signage, mulching the area underneath the swing set, and installing new cross-ties

Municipal Court

- Received Greenville County and DHEC approval for parking lot improvements; just waiting on approval from SCDOT

Younts Center

- Rick Alviti: An Elvis Tribute
 - February 16
- The Hunchback of Notre Dame
 - March 22-April 7
- The Isaacs
 - April 28

Fire Chief, Ronnie Myers, introduced a new Fire Fighter, Jonathan Feusse.

Unfinished Business

None

New Business

R 2019-005 Allocation of Greenville CDBG and HOME funds for program year 2019

Mayor Lee asked for a motion for the 2019 CDBG and HOME funding that was just presented during the public hearing.

Motion by Councilmember King, second by Councilmember Cunningham to approve

Council Meeting
February 14, 2019

R 2019-005. The motion carried unanimously 7/0.

Z 2019-001 1512 Howard Drive 0353000100500 – Rezone from R-15, Residential District to FRD, Flexible Review District – First Reading

City Administrator, Shawn Bell stated that this is an ordinance to amend the official zoning map of Fountain Inn.

The Fountain Inn Planning Commission conducted a public hearing on the re-zoning petition and after receiving staff recommendation the Planning Commission unanimously approved the Rezoning request from R-15 Residential District to RFD, Flexible Review District upon certain conditions.

- Sidewalks must be constructed on Howard Drive
- A recorded plat with a statement that any storm detention or retention pond and any storm drainage facility will remain private property and will not be maintained by the City of Fountain Inn.
- A natural resource inventory, required at the time of application (Sec 5:9.4.6), shall be submitted and approved by staff prior to the Final Development Plan.

The real property referred to is described fully in Docket Number FI 2019-001 which real property is known as a portion of 1512 Howard Drive, containing approximately 32.20 acres Greenville County Tax Map 0353000100500, located in the City of Fountain Inn.

Motion by Councilmember Cunningham, second by Councilmember Woods to approve Z 2019-001 on first reading. The motion carried unanimously 7/0.

AX 2019-001 Speedway Drive 0354000100900, 0556010101200, 0556010101501 and 0556010101500 or parts thereof – to annex and zone the property R-12, Residential District – First Reading

Shawn Bell stated the ordinance provides for the annexation of the property described to the city limits of the City of Fountain Inn. The zoning classification will be R-12, Residential and will be assigned to Council Ward 1.

Motion by Councilmember Mahony, second by Councilmember Maier to approve AX 2019-001 on first reading. The motion carried unanimously 7/0.

R 2019-006 to establish City Council Goals and Direction

Shawn Bell stated that Council had their annual retreat January 5, 2019 at which time the Council discussed goals and objectives concerning city needs in order of priority. City Council asked that the goals be established by resolution as that will provide Mr. Bell the direction needed in drafting the annual budget and setting departmental priorities.

MUST DO:

1. Staff shall evaluate the need for additional special meetings of council and regular work sessions of council and bring back a recommended schedule to council.
2. Staff shall propose a recommendation for council approval for the process of filling department head positions where the current department head is about to retire. The proposal should be presented as a special called work session to be scheduled soon as possible.
3. Staff shall develop recommendations for council consideration concerning a maintenance plan for parks, grounds and facilities. The plan should include specific tasks and the estimated costs.
3. Staff shall develop recommendations for council consideration concerning the space limitations in city hall. The plan should include considerations for the construction of possible additions, renovations, the reallocation of existing space and/or the construction of new buildings (city hall or city hall annex).

SHOULD DO:

1. Staff shall evaluate solutions for enforcement of city's business license ordinance and city codes; bring recommendations to council.
2. Staff shall develop recommendations for council consideration concerning a department head succession plan.
3. Staff shall develop recommendations for council consideration for bringing the HR function "In House"; identify cost, changes that the transition may necessitate and discuss them at a work session this spring so that funding may be incorporated in draft budget for FY 19/20.
3. Staff shall develop recommendations for council consideration concerning the need for new sidewalks throughout the city but particularly in high need areas. The recommendations should include information on the estimated cost.

COULD DO:

1. Following adoption of goals and work plan; evaluate need for council to meet and brainstorm additional items; provide direction to city admin/staff.
2. Conduct inventory and conditions assessment of existing sidewalks for use/basis in pursuit of funding and/or coordinating their repair with SCDOT.

2. Staff shall develop recommendations for council consideration for splitting public works and the planning/codes development function. The recommendations should include the estimated cost of implementation.

2. Convene meetings (work sessions) with council in late summer and fall to obtain the additional direction needed from council to complete the development of a 10-year capital improvement plan that addresses facilities, special capital projects, equipment, rolling stock, etc.

3. Staff shall develop recommendations for council consideration concerning improvements that can be made to the city's special events to incorporate a higher level of diversity in terms of appeal, type, style of entertainment and possible location.

HONORABLE MENTIONS:

Staff shall develop recommendations for council consideration in estimating the cost and financing solution of a replacement ladder truck in the fire department.

Staff shall identify and recommend needs within the city for additional/improved striping and reflectors; meet with SCDOT to develop a plan or strategy.

Staff shall identify needs and bring recommendations to Council for improved streets and right of way maintenance within the city; the increased cost; have necessary conversations with SCDOT.

City Administrator to communicate to staff the need for vigilance when in the field with regard to nuisance conditions, business activity, necessary repairs and maintenance. City Administrator to report these issues to Council.

City Administrator to communicate to staff to step up enforcement of the prohibition of placement of private signs in public right of ways per the City Code of Ordinance. Vigilance of field personnel will be necessary.

Staff to develop revenue projections and identify revenue enhancement opportunities/alternatives to implement CIP and bring to council for discussion.

Staff to develop recommendations for Council on establishment of a Planning and Development Services function to include the cost and to guide current and additional planning and zoning initiatives.

Basketball Gym.

Council Meeting
February 14, 2019

Motion by Councilmember Clemmer, second by Councilmember Maier to adopt R 2019-006. The motion carried unanimously 7/0.

Ordinance 2019-001 to amend Article II, Business License

Shawn Bell stated that this is an ordinance to amend Article II, Business Licenses, to achieve uniformity with other municipalities in the state in its business license procedures as requested by the Municipal Association of South Carolina.

Each yearly license shall be issued for the twelve month period of May 1 to April 30th.

The required license tax shall be paid for each business subject to the applicable rate classification on or before the 30th day of April each year, except for those businesses in Class 8 for which a difference due date is specified.

Motion by Councilmember Mahony, second by Councilmember Maier to approve Ordinance 2019-001 on first reading. The motion carried unanimously 7/0.

Next Meeting – Special Called Meeting Thursday, February 21, 2019 at 6 pm.

Executive Session:

For the receipt of legal advice concerning the city's legal position regarding a potential land use ordinance violation and for the discussion of negotiations incident to proposed contractual arrangements and the proposed sale of real property owned by the city.

After coming out of Executive Session, Council may vote on items discussed in Executive Session.

Motion by Councilmember, Clemmer second by Councilmember Cunningham to meet in executive session. The motion carried 7/0.

Back in regular session.

Mayor Lee stated no votes were taken during execution session.

Motion by Councilmember Maier, second by Councilmember Mahony to reverse the Zoning Administrators decision to allow the retail sale of portable buildings on parcel TMS:0351000100900, which is zoned I-1.

Motion by Councilmember Mahony, second by Mayor Lee to table the previous motion until next meeting. The motion carried 6/1. Councilmember Maier voted no.

Council Meeting
February 14, 2019

Adjourn

Motion by Councilmember Mahony, second by Mayor Lee to adjourn the meeting. The motion passed unanimously 7/0.

Sandra H. Woods

Sandra H. Woods, CMC
City Clerk