

**City of Fountain Inn  
Council Meeting Minutes  
October 12, 2017 – 6pm – Council Chambers**

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**MAYOR AND COUNCIL PRESENT:**

Matthew King

Mayor, Sam Lee (absent)

Phil Clemmer

Berry Woods, Jr.

Rose Ann Woods

John Mahony

**STAFF PRESENT:**

Shawn Bell, City Administrator

Roger Case, Public Works

Tammy Finley, Judicial

Ross Fletcher, Gas

Russell Haltiwanger, Recreation

David Holmes, City Attorney

Keith Morton, Police

Ronnie Myers, Fire

Naomi Reed, Finance

Ashlee Tolbert, Comm Dev

Sandra Woods, City Clerk

Johanna Inman, HR

**VISITORS: 33**

**Call to Order** – In the absence of Mayor Lee, Mayor Pro Tem, Matthew King called the meeting to order.

**Invocation** – Councilwoman, Rose Ann Woods

**Pledge of Allegiance**

**Public Comment:**

Charlene Riddle addressed Council on concerns she had about the Mayor.

**Introduction of New Employees:**

Kechie Scott - Dispatcher

Kimberly Stephens - Dispatcher

Jessica Shumpert – Special Events Coordinator

Shawn Bell – City Administrator

**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.*

**September 2017 Preliminary Financial Report  
September 14, 2017 Council Meeting Minutes**

Motion by Councilman, Phil Clemmer, second by Councilman, John Mahony to approve the consent agenda. The motion carried unanimously. 5/0

**City Administrators Report – Shawn M. Bell**

Thank you Mayor Pro-Tem and Members of Council. It is a privilege to be here and work for the citizens of Fountain Inn.

From the very brief report I sent you all, in my first two weeks on the job I have spent the majority of my time meeting with City staff and community stakeholders. I have tried to introduce myself to as many folks as possible and most importantly I have tried to do a lot of listening.

**Special Events**

Thank you to Ashley, Jessica, Sandra, Kaylee, and Naomi from the City for working with the Fountain Inn, Simpsonville, and Mauldin Chambers of Commerce for hosting Governor McMaster at the Younts Center this past Tuesday.

Upcoming –

7<sup>th</sup> Annual Museum Gala will be at the Fountain Inn Museum on October 19<sup>th</sup> starting at 5:30pm (\$35)

Fundraiser for the Woodside Park Renovations on October 26<sup>th</sup> at the Activities Center (doors open at 6pm) which is a concert

Trunk or Treat in Downtown Fountain on Saturday October 28<sup>th</sup> from 4-8pm and on Tuesday, October 31<sup>st</sup> from 5-9p will be a safe area to Trick-or-Treat on North Main Street.

**Recreation**

Personnel -

A request was made by our Parks & Recreation Director to re-examine a budget request from this past year that went unfulfilled. He has a part-time employee who works just shy of 30 hours a week who he would like to move to a full-time position.

Myself and Finance crunched some numbers and this request would impact the Parks & Rec budget by \$7,856.52. The City anticipates increased revenues this fiscal year, so this should not negatively impact the City's overall budget. We will have budget amendments for Council to approve in November and this is one I certainly recommend Council approve.

Woodside Park –

I met with ADC Engineering on October 5<sup>th</sup> to get an update on the Woodside Park project. 90% construction documents and specs are complete and the most current cost estimate is as follows:

\$3,206,495 Base Bid (Included 5% contingency)

\$850,768 for three different alternates that could be added to the base bid for a total of \$4,057,263 or \$3,567,614 for the base bid and just the most important alternate (new parking and driveway)

Permits: SCDOT is good for one year with a one-time extension of one year, but resubmitting is not a big deal and no fees involved. The two permits that will cost us some money are from SCDHEC and Greenville County which in total will be just over \$2,500 but these permits are good for five years. If no objections, I can move forward

with the permitting process, but obviously we as a City will need to have some future discussions about funding this project.

### **Ways & Means**

At the October 4<sup>th</sup> Ways & Committee meeting, the Committee tasked myself and our Finance Director with reviewing the City's collection process for Hospitality Tax, Business Licenses, and Permits and to report back in November with Council potentially passing a Resolution changing the process at the November Council meeting. The plan would be for Hospitality Tax to be the responsibility of the Finance Department. Myself, Naomi, and Roger are all going to be working together to not only ensure that the business license and permit process is customer and business friendly but also so that Public Works and Finance are not duplicating work. We also want to make sure our rates, fees, dates, and communications are 100% accurate.

### **Unfinished Business**

**None**

### **New Business**

#### **Laurens County Fire Service Contract**

Shawn Bell presented the proposed Laurens County Contract for fire protection. The term of the contract and agreement shall commence on July 1, 2017 and terminate June 30, 2018. The approved appropriation from for the contract term is \$218,595.33. This will be the last year we have a contract with Laurens County.

Motion by Councilman John Mahony, second by Councilwoman Rose Ann Woods to approve the proposed contract. The motion carried 4/1. Councilman, Berry Woods voted no.

#### **Executive Session:**

For the receipt of legal advice on and the discussion of the discipline of an employee in the police department. Following Executive Session, Council may take action on items discussed in Executive Session.

Motion by Councilman, Berry Woods, second by Councilman, Phil Clemmer to meet in executive session. The motion carried unanimously 5/0.

Back in regular session.

Mayor Pro Tem, Matthew King stated that no votes were taken while in executive session.

Motion by Councilman, John Mahony, second by Councilman, Phil Clemmer to adjourn the meeting at 7:00 pm.

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10/12/2017

Respectfully submitted,

Sandra H. Woods  
City Clerk