



**City of Fountain Inn
Council Meeting Minutes
January 5, 2019 ~ 9:00 am ~ City of Greer, City Hall**

The following members of City Council were in attendance: Mayor Sam Lee, Phil Clemmer, Anthony Cunningham, John Mahony, Michael Maier and Rose Ann Woods. Mayor Pro Tem, Matthew King was not in attendance.

Others Present: Shawn Bell, David Holmes, Naomi Reed, Sandra Woods, Jeff Shacker, Charlie Barrineau

Visitors: 0

Mayor, Sam Lee, called the meeting to order.

City Administrator, Shawn Bell, welcomed everyone to the 2019 Council Retreat.

New Business

Approval of the Archer Company's Proposal

Shawn Bell explained that the city sent out RFP #2018-07 for an Employee Compensation and Pay Classification Study. Staff reviewed the RFP's and chose The Archer Company out of Charlotte NC and Rock Hill SC.

Motion by Councilmember Mahony, second by Councilmember Clemmer to approve the Archer Company to complete the Compensation and Pay Classification study. The motion carried unanimously 6/0.

Discussion of Council Goals and Priorities for 2019

Shawn Bell introduced Jeff Shacker and Charlie Barrineau, Field Services Representatives for the Municipal Association of South Carolina.

After much discussion with City Council, Jeff Shacker made a list of priorities/goals for 2019.

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.

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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

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Discussion of Budget Process and Calendar

Finance Director, Naomi Reed, reviewed the FY 2020 budget process and calendar with Council. The Calendar will be presented at the January 10th council meeting for adoption.

Executive Session

Motion by Councilmember Maier, second by Councilmember Clemmer to meeting in Executive Session. The motion carried unanimously.

1. For the discussion of the appointment, employment, compensation, or release of two employees
2. For the receipt of legal advice concerning the sanitary sewer system
3. For the receipt of legal advice concerning a violation of the City's Zoning Ordinance

Upon returning to open session, Council will not be taking action on items discussed in Executive Session.

Back in regular session.

Mayor Lee stated no votes were taken while in executive session.

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

Sandra H. Woods

Sandra H. Woods, CMC
City Clerk