

**City of Fountain Inn
Council Meeting Minutes
November 9, 2017 – 6pm – Council Chambers**

Call to Order – Mayor, Sam Lee

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

Others present: Shawn Bell, City Administrator, Sandra Woods, Municipal Clerk, Naomi Reed, Finance Director, Keith Morton, Police Chief, Ronnie Myers, Fire Chief, Russell Alexander, Assistant Fire Chief, Mike Pitman, Gas Manager, Ross Fletcher, Gas Dept., Ashlee Tolbert, Community Development Director, Lori Cooper, Public Works, Tammy Finley, Judicial, David Holmes, City Attorney

Visitors present: 23

Invocation – Councilmember, Rose Ann Woods

Pledge of Allegiance

Proclamations/Recognitions

Mayor Pro Tempore King presented John Hastings, outgoing President and CEO of the Fountain Inn Chamber of Commerce, with a Proclamation.

Councilmember Mahony introduced Whitney Ferguson as the new President and CEO of the Fountain Inn Chamber of Commerce.

Mayor Lee introduced Michael Maier as our new Councilmember for Ward 2. Councilmember Maier was sworn in on October 16, 2017.

Introduction of New Employees:

Allen Car – Gas Department

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.*

**October 2017 Preliminary Financial Report
October 12, 2017 Council Meeting Minutes**

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

City Administrators Report – Shawn M. Bell

Administration

- An RFP for Janitorial Services for City facilities was issued on 10/30 and proposals are

due 11/13

- “Ask the Administrator” question & answer session via the City’s Facebook Page on 11/15 from 2:00-4:00 p.m.
- A re-occurring column will be in the November edition of *The Simpsonville Sentinel* entitled, “Inn the Know”.

Preliminary FY18-19 Budget meetings were held with all Department Heads on 10/25 and 10/26

Woodside Projects

- Woodside Park Connector/Trail
 - Finalized and mailed off the TAP Grant application to SCDOT on 11/1
- Woodside Streetscape
 - Met with Arbor Engineering on 11/1 to get the project back on track
- Woodside Mill District Development (Diamond Tip/Valley View property exchange)
 - Had a call with our State Liaison to the Nation Park Service on 10/27 regarding what all needs to be completed.
 - Environmental assessments on both properties are the next step, but the paperwork and process is cumbersome. I am waiting to hear back from the Appalachian Council of Governments (COG) to see if they are able to assist.
- Woodside Park Revitalization
 - Applied for all applicable permitting
 - No funding for construction at this time; have requested a meeting with Greenville County to discuss options

Special Events

- Halloween
 - Truck or Treat in Downtown
 - Due to the forecast of rain, the event time was changed from 4:00-8:00 p.m. to 12:00-2:00 p.m., but we still had a large turnout trick or Treat on North Main
 - Great turnout – no incidents
 - Great team effort by Special Events, Police, Fire, and Public Works
- Christmas “Inn” Our Town
 - Tree Lighting 11/30 at 6:00 p.m. at City Hall
 - Charity Fair 12/1 from 5:00-9:00 p.m. at Farmer’s Market
 - Rudolph Run 12/2 at 6:00 p.m. in Downtown
 - Christmas Parade 12/6 at 5:00 p.m. in Downtown
 - Christmas movies in Commerce Park 12/7-12/9 at 5:30 p.m.
 - Craft Vendor Fair 12/14-12/16 from 5:00-9:00 p.m. at the Farmer’s Market Pavilion
 - Christmas Party on 12/16 (Ugly Christmas Sweater and Gingerbread House Competition)

- Other highlights of the festival: Carriage Rides, Santa's Workshop, Kids Fair, Trackless Train and Carousel
- Arbor Day Celebration is on 12/1 at 3:00 p.m. at Georgia Street Park

Fire

- A Firefighter left the City of Fountain Inn for another Department and another has put in his two weeks' notice
- The Fire Department is a Child Safety Seat Inspection Station and inspections are conducted every Fourth Monday from 4:00-8:00 p.m.
- The Fire Department is actively going to local businesses conducting extinguisher training classes as well as doing annual inspections on area businesses

Police

- Two vacant patrol officer positions waiting to be filled
- Three uncertified officers waiting to attend the SC Criminal Justice Academy

Public Works

- Christmas decorating is about 70% complete
- The new leaf truck is working out tremendously and is keeping the Department on schedule with leaf pickup
- The re-paving of Hellams Street should be complete in the next two weeks and then the contractor will be moving on to Timberland Trail
- Six construction permits have been issued for the Lakeview Chase Townhomes (Ryan Homes Development on North Main Street)
- The Department is already gearing up for the 2020 Census

Natural Gas

Parks & Recreation

- Will be scheduling a Gas Committee in the near future to discuss operational and staffing needs of the Department
- A preliminary report has been completed regarding return on investment for new subdivisions and commercial businesses
- 2017 PARD Grant was approved to upgrade interior gym lights at Activity Center
- Exterior parking lot light project is partially complete at the Activity Center

Younts Center

- Fountain Inn Symphony Orchestra
 - Veterans Day Performance: An American Salute on 11/10 at 7:30 p.m.
- Fountain Inn Chorale
 - Autumn Light on 11/14 at 7:30 p.m.
 - Christmas at the Center on 12/12 at 7:30 p.m.
- The Ball Brothers
 - Christmas Concert on 12/1 at 7:30 p.m.
- Rick Alviti
 - Blue Christmas on 12/16 at 7:30 p.m.
- Crawford Jazz Project
 - A Timeless New Year on 12/31 at 9:00 p.m.

Unfinished Business

None

New Business

Appointment to Board of Zoning Appeals

The Public Works Department recommended James J Comensoli to be appointed to the Board of Zoning Appeals.

Motion by Councilmember Maier, second by Councilmember King to approve the appointment. The motion carried unanimously 7/0.

Resolution 2017-005 Hospitality Tax Collections

City Administrator, Shawn Bell explained that the Ways and Means Committee met to review the Hospitality Tax Collection process. The Committee decided that the Hospitality Tax Collection responsibilities should fall under the Finance Director.

Motion by Councilmember King, second by Councilmember Mahony to approve the resolution as presented. The motion carried unanimously 7/0.

Approval of Change Order No. 1 to the 2016 Sewer Rehab Project

Shawn Bell presented a resolution authorizing the City of Fountain Inn to execute Change Order No. 1 with IPR Southeast, LLC for the 2016 Sewer Rehab Project. He explained that the change order was signed by the Public Works Director without the approval of he or the Mayor. He stated that procedures have been put in place so this will not happen again and confirmed with the Finance Director that the funds are available. He requested for Council to approve the change order.

Motion by Councilmember Berry Woods, second by Councilmember Clemmer to approve Change order No. 1 to the 2016 Sewer Rehab Project.

Discussion

Motion by Councilmember Maier, second by Councilmember Clemmer to go into executive session to discuss change order # 1. The motion carried unanimously 7/0.

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

Motion by Councilmember Rose Ann Woods, second by Phil Clemmer to table the approval of change order No. 1 until additional information is received. The motion carried unanimously 7/0.

Approval of Consulting Agreement with NuStrat Analytics, LLC

Shawn Bell presented a consulting agreement with NuStrat Analytics, LLC to assist the city in analyzing business activity within the city limits and identify businesses that have not obtained a business license. He has used this service before and feels it will benefit the city. Mr. Bell introduced Barbara Willingham with NuStrat to Council.

Motion by Councilmember Mahony, second by Councilmember Maier to approve the consulting agreement with NuStrat Analytics, LLC. The motion carried unanimously 7/0.

Executive Session:

Motion by Councilmember King, second by Councilmember Rose Ann Woods to meet in executive session to discuss the following items. The motion carried unanimously 7/0.

- a. For the discussion of matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses in the area served by the city concerning Project Antler.
- b. For the discussion of contract negotiations and to receive legal advice concerning a development agreement for Project Bullfrog.

Back in regular session. Mayor Lee stated during Executive Session no votes were taken.

Motion by Councilmember Maier, second by Councilmember Rose Ann Woods to approve the development agreement concerning Project Bullfrog. The motion carried unanimously 7/0.

Motion by Councilman Mahony, second by Councilman Clemmer to adjourn the meeting at 7:41 pm. The motion carried unanimously 7/0.

City of Fountain Inn Council Meeting Minutes
11/09/2017

Respectfully submitted,
Sandra H. Woods
City Clerk