

**Regular City Council Meeting
City Council Chambers
231 East Hayne Street
Tuesday, January 26, 2016
5:30 p.m.**

(These minutes are subject to approval at the February 23, 2016 City Council Meeting)

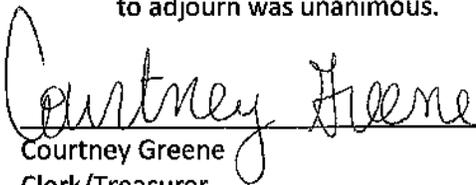
City Council met this date with all members present except for Mayor Kenneth Gist. City Manager Lee Bailey, City Clerk Courtney Greene, and City Attorney Terry Clark were also in attendance. Notice of the meeting was faxed to the media the week prior to the meeting and posted on the bulletin board at City Hall in advance according to the Freedom of Information Act.

- I. Call to Order**—The meeting was called to order by Mayor Pro Tem Allen Durham at approximately 5:30 p.m. Councilperson Arnold made a motion and a second was made by Councilperson Kennedy to accept the agenda as written. The agenda was unanimously approved as presented.
- II. Approval of Minutes**— Mayor Pro Tem Durham asked for a Motion to approve the minutes for the December 15, 2016 regular scheduled City Council Meeting. A Motion was made by Councilperson Sloan and a Second was made by Councilperson Smith. The vote was unanimous.
- III. Old Business**- None.
- IV. New Business**- Lesley Kelly with McGregor & Company addressed the 2014-2015 audit. She went over a brief timeline of the audit. She noted that she reviewed the audit in detail with the finance committee the previous Monday. The general fund ended the year with an increase of \$42,000 bringing the fund balance to \$528,000. The revenues exceeded the budget by \$257,000 and expenses exceeded by \$375,000. The TIF Fund increased by \$181,000 to a total of \$536,000. This was a result of a bond issuance of \$498,000. The Hospitality Fund increased by \$749,000 to \$812,000. This was a result of a bond issuance of \$500,000. The Sewer Fund increased by \$255,000 to \$2,800,000. The expenses were under budget by \$44,000 and revenue exceeded by \$142,000. Long term debt increased from \$506,000 to \$1,339,841 brining the service requirement from \$89,000 for governmental funds to \$291,000 next year and remaining in excess of \$200,000 for the next four years reducing thereafter. Ms. Kelly ended by thanking the city for their cooperation and assistance in making the audit possible after overcoming unforeseen changes in employment this past year. Councilperson Smith asked if the city was in good shape and Ms. Kelly responded that the city incurred a lot of debt, but the

records and books for the city were in good shape. Councilperson Arnold noted that the city needs to focus and pay attention to expenditures. City Manager Bailey noted that special attention needs to be focused on the cash flow of the city. Councilperson Arnold asked about the TANS and if they were a last resort. Ms. Kelly stated that TANS need to be used only if they are needed and do not need to be used as operational money. Councilperson Norman asked if the city received a good grade on the budget. Ms. Kelly stated that the budget was not necessarily graded, but there were fluctuating amounts and some accounts were either way under or way over budgeted amounts. Ms. Kelly noted that some people use budgets more flexible than others, and use them only as a guide.

V. Other Business –City Manager Lee Bailey mentioned the grant that fire chief Wade Godfrey requested in the amount of \$280,000. This grant is to be used for a hydrant assist valve, a washer and dryer, and air pacs. Mr. Bailey noted that the sewer spill that occurred due to flooding on Christmas is fixed and did not result in any consent orders from DHEC. Mr. Bailey noted that the street employee Josh Waters who was required to obtain his CDL by January 1 did not pass and this resulted in his termination. Mr. Bailey spoke about the actions Safebuilt is taking in Woodruff. Safebuilt has spoken with the owner of the tire store and requested that old tires outside of the building be removed. They are also in contact with the owner of the old Mills Mill church building to resolve the issue of busted windows. Mr. Bailey informed the council that the city is beginning to receive tax money and \$300,000 was received January 25. Councilperson Kennedy said that several people inquired about getting free smoke alarms from the fire department. City Manager Bailey said that the fire department does not offer smoke alarms but he would find out if there is a county resource. City Manager Bailey informed the council that the stolen truck has been returned to the city. Mr. Bailey spoke of his intent of installing a power pedestal at the park and that he is currently receiving quotes. Mr. Bailey told the council that he has implemented a complaint form for employees to use. The council discussed the option of having one meeting to discuss with department heads their proposed budgets for the upcoming year.

VI. Adjourn- Mayor Pro Tem Durham asked for a motion to adjourn at 6:02pm. A motion was made by councilperson Kennedy and it was followed by a second from Councilperson Smith. The vote to adjourn was unanimous.



Courtney Greene
Clerk/Treasurer
City of Woodruff