

**Regular Council Meeting  
City Council Chambers  
231 East Hayne Street  
Tuesday, October 24th, 2017  
5:30 p.m.**

**(These minutes are subject to approval at the regular November 2017 meeting)**

**City Council met on this date with all council members in attendance, except Buddy Arnold. City Manager Lee Bailey, City Attorney Terry Clark and City Clerk Sophie Spivey were also present. Notice of the meeting was sent to the media days prior to the meeting and posted on the bulletin board at City Hall in advance of the meeting according to the Freedom of Information Act.**

- I. Call to Order-** The meeting was called to order by Mayor Brad Burnett at 5:32 p.m.
  
- II. Mayor's Report & Approval of Minutes-**
  - A. Mayor's report:** The mayor said he had talked to Jeff Horton and Barry Frost about the Fire Service Area and no one knows how it will affect Woodruff. Audits would need to be done in participating departments. This decision will be deferred to a later date pending more information.
  
  - B. A motion was made by Councilman Durham to accept the minutes from the September 26<sup>th</sup>, 2017 regular council meeting as written. A second was made by Councilwoman Sloan. The vote passed unanimously.  
A motion was made by Councilwoman Sloan to approve the agenda for the October 24<sup>th</sup>, 2017 City Council Meeting as written. It was seconded by Councilman Durham. The vote passed unanimously.**

### III. Old Business

#### A. **Second reading of Ordinance number 17-013 to Amend Article V, Section 1 of the Code of Ordinances for the Purpose of Reclassifying Nursing Homes and Continuing Care Facilities.**

City Manager Lee Bailey discussed how this was a temporary fix and there were no changes from the first reading.

A motion was made by Councilman Kennedy to accept the second reading of Ordinance 17-013. A second was made by Councilman Smith. The vote passed unanimously.

### IV. New Business

#### A. **Resolution Number 17-005 for Updates and Changes to the Policy and Procedure Manual for the Police Department**

Chief Greg Ryan discussed how he is making changes to the promotion process so that it is more defined and structured. The new process takes into account time served, awards, disciplinary actions, and performance reviews.

A motion was made by Councilman Smith to accept resolution 17-005 as written. A second was made by Councilman Durham. The vote passed unanimously.

#### B. **First Reading of Ordinance Number 17-015 to sell Property Located on the Northeast side of Armory Drive.**

City Manager Lee Bailey explained the sale of a small parcel of land to round out another piece of property. This will be a trade of property for an easement to attach sewer to the Church of God land. This is a much-needed easement. Currently a developer is looking at the land, but the easement is important despite the possibility of development. A motion was made to allow the trade of this land by Councilman Durham and seconded by Councilman Kennedy. The vote passed unanimously.

#### C. **First Reading of Ordinance Number 17-019 to Establish New Fees for Service Performed by the Police Department.**

City Manager Lee Bailey and Police Chief Greg Ryan discussed the new fees the police department wanted to charge for police reports and fingerprinting. They said the \$3.00 cost of a report would only apply to those not named or involved in the report and it is to recover the cost of printing the reports. We already charge insurance companies the same amount. He also said that Fingerprinting is a new service here and that we would be charging about the same amount as those around us. Some discussion was had about if a CWP finger print card could be done here. A motion was made by Councilman Smith to accept the first



reading of Ordinance Number 17-019. A second was made by Councilwoman Norman. The vote passed unanimously.

**V. Other Business-**

- A. The reports were received by the council. No discussion was needed.
  
- B. City Manager Lee Bailey discussed how we are in the “lean” times where little to no revenue comes in. He discussed that the Fire Department budget appears as it does because they have many upfront costs at the beginning of the fiscal year. He informed the City Council that a large portion of the sewer account will be transferred to the Local Government Investment Pool (LGIP) because it has a very good interest rate. A motion was made by Councilman Durham to approve the financial statement. The motion was seconded by Councilman Kennedy. The vote passed unanimously.
  
- C. City Manager Lee Bailey said he is going on a short vacation planned some years ago. In his absence, City Attorney Terry Clark will act as the interim manager, as is the custom when the city manager is out of town. He said he has the sewer interviews down to the final three. He discussed how no one is out there that can do everything at once because no one does things quite like our sewer department does anymore. We will hire and train the new person and a decision should be made in the next two weeks. He also said the audit is underway with no issues. City Manager Bailey said he talked to Chief Godfrey about an incident at the station on Hayne St. Roebuck Fire Department was on standby at our station during the storms and backed into the building. The other two stations will cover this area until we are able to determine the extent of the damage and when it can be repaired.

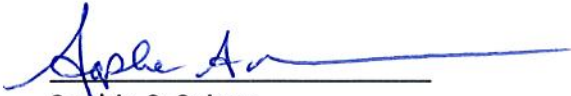
**VI. Executive Session**

- A. S.C Code 30-4-70(a)(1) Personnel Matters Related to the Police Department
- B. And SC Code 30-4-17 (a) (5) to discuss matters relating to encouraging new investment in the city.

A motion was made by Councilman Smith to enter executive session. The motion was seconded by Councilman Durham. The vote passed unanimously. Executive session entered at 5:56 p.m.

**VII. Adjourn-** A motion was made by Councilman Smith to adjourn the meeting. A second was made by Councilman Kennedy. The vote passed unanimously. The meeting adjourned at 7:01PM with no action taken.

Attest:



Sophie S. Spivey  
City Clerk/Treasurer