

**Regular Council Meeting
City Council Chambers
231 East Hayne Street
Tuesday, August 29th, 2017
5:30 p.m.**

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

City Council met on this date with all council members in attendance. 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 5:30 p.m.
- II. **Mayor's Report & Approval of Minutes-**
 - A. Mayor's report: The mayor said there has been a lot of inquiries about Woodruff as of late. This is good as people are looking at this area.
 - B. A motion was made by Councilman Smith to accept the minutes from the July 25th, 2017 Regular council meeting as written. A second was made by Councilman Sloan. The vote passed unanimously.
A motion was made by Councilman Kennedy to approve the Public Hearing minutes from July 25th, 2017 as written. It was seconded by Councilman Smith. The vote passed unanimously.
- III. **Old Business**
 - A. **Ordinance number 17008 to annex into the city real property of 5.64 acres on Hwy 221 - Second reading- Ordinance 17-008**
City Attorney Terry Clark read the ordinance and said there were no changes. It was said for clarification that these three parcels of land are across from the post office on highway 221.

A motion was made by Councilwoman Sloan to accept the second reading of Ordinance 17-008. A second was made by Councilman Kennedy. The vote passed unanimously.

B. Second Reading of Ordinance 17-005 to amend the Zoning Ordinance to change the minimum lot sizes and set backs, and to change the dates when council may hear a Zoning Request.

Alyson Smith discussed the second reading. No changes were made to the ordinance since the first reading. This change will make us competitive with other cities and towns around us. A motion was made by Councilman Durham to accept the second reading of ordinance 17-005. A second was made by Councilwoman Sloan. The vote passed unanimously

C. Second reading of Ordinance 17-03-01-PO for the purpose of establishing a Procurement Procedure Policy.

City manager Lee Bailey discussed the second reading and said there were no changes made since the first reading. A motion was made by Councilwoman Sloan to accept the second reading of ordinance number 17-03-01-PO. A second was made by Councilman Durham. The vote passed unanimously.

IV. New Business

A. Approve updates and changes to the Policy and Procedures Manual for the Police Department.

Chief Greg Ryan discussed the changes to be made. He said this was the first in a series of changes to make the police department more efficient. Councilwoman Sloan asked if copies would be made available to all personnel, and Chief Ryan said they would have to sign digitally for it. She also said that she had heard complements from the citizens about the new chief and she liked the police monthly report he sent in as well. A motion was made by councilman Smith to accept the changes and revisions as written. The motion was seconded by Councilwoman Sloan. The motion passed unanimously.

B. Approve additions to the City of Woodruff On-Call Services List for Engineering, Architectural, and Landscape Design services.

City Manager Lee Bailey discussed the need for this as it would facilitate a faster response for things that need to be done and it would keep these firms on a 3 year retainer at no cost. The mayor read the names of the firms: McMillion, Pardan & Smith, Architects, Jeff Lewis, Architect, Goodwin, Mills, & Cawood, Engineers, Husley McCormic & Wallace, Engineers, The Land Plan Group South, landscape design, and Land Art, landscape design.

A motion was made to accept these names as the on-call list for services by Councilwoman Sloan. A second was made by Councilman Smith. The vote passed unanimously.

C. Approve the sale of 210 Church St property and land exchange for 321 Calaboose St.

City Manager Lee Bailey explained the sale of the old street department building at 210 church street to Ben Harrison for \$22,500.00 in cash plus the city would take possession of 321 Calaboose St. The Calaboose St property will be good as part of the plan to connect the park to downtown. A motion was made by Councilman Durham to accept the sale. A second was given by Councilwoman Sloan. The vote passed unanimously.

D. First Reading of Ordinance Number 17-010 to Amend Section 8, Chapter 2, Title 9 of the Code of Ordinances.

City Manager Lee Bailey discussed allowing businesses to use the sidewalks outside of their building for sales or for guests to eat. There are specific rules to keep it under control and they would have to get an encroachment permit each year. A motion was made by Councilman Kennedy to accept the first reading of Ordinance Number 17-010. A motion was made by Councilman Smith. The vote passed unanimously.

E. First Reading of Ordinance Number 17-009 to amend Article III of the Zoning Ordinance for the Purposes of Redefining the definition of a "Day Care Center".

City Attorney Terry Clark discussed how this ordinance will clarify the previous ordinance. This will remove the phrase "Occupied residence" from the wording. A motion was made by Councilman Smith to accept the first reading of Ordinance 17-009. A motion was made by Councilman Durham. The vote passed unanimously.

F. First Reading of Ordinance Number 17-012 to Amend and Ordinance Providing for Reimbursement for Public Infrastructure for the Purposed of Economic Development.

City Manager Lee Bailey discussed how we had lots of interest in development here, but there needs to be a little boost to get developers into Woodruff. They did this in 1992 to get Timberwood into the City. So in the same spirit, Woodruff will offer a 50% return for 6 years, or whichever is first, when a developer built a minimum 1500sqft homes, or 4000sqft commercial. This is geared towards larger developments.

A motion was made by Councilman Durham to accept the first reading of Ordinance number 17-012. The second was given by Councilman Kennedy. The vote passed unanimously.

V. **Other Business-**


- A. The reports were received by the council. The mayor said the police department report was very detailed.
- B. A motion was made by Councilman Sloan to approve the financial statement. The motion was seconded by Councilman Durham. The vote passed unanimously.
- C. City Manager Lee Bailey said the "Meet the Police Chief" event is 31 August 2017 from 5-7 at Humble Grounds. He also said there were 5 active building permits currently for new homes. He gave a report on the hiring of the new sewer personnel and discussed the RFP for a Financial Advisor. He also said there is a Roses coming to the old Patton Pharmacy Building.

VI. **Executive Session**

- A. S.C Code 30-4-70(a)(1) Personnel Matters Related to the Position of the Public Works Director, Sewer Supervisor and City manager.
A motion was made by Councilman Smith to enter executive session. The motion was seconded by Councilwoman Sloan. The vote passed unanimously. Executive session entered at 6:08 p.m.

- VII. **Adjourn-** A motion was made by Councilman Smith to adjourn the meeting. A second was made by Councilman Sloan. The vote passed unanimously. The meeting adjourned at 6:23PM.

Attest:



Sophie S. Spivey
City Clerk/Treasurer