

**Regular Council Meeting  
City Council Chambers  
231 East Hayne Street  
Tuesday, December 19th, 2017  
5:30 p.m.**

**(These minutes are subject to approval at the regular January 2018 meeting)**

**City Council met on this date with all council members: Arnold, Norman, Kennedy, Sloan, Gist, Dickard and Mayor Burnett 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 5:30p.m.
  
- II. Mayor's Report & Approval of Minutes-**
  - A. The mayor read a letter about a former citizen of Woodruff who is retiring from civilian duties in the Air Force.
  - B. A motion was made by Councilman Kennedy to accept the minutes from the November 18th 2017 regular council meeting as written. A second was made by Councilman Gist. The vote passed unanimously.
  - C. A motion was made by Councilwoman Sloan to approve the minutes from the November 28th Public Hearing. A second was made by Councilman Kennedy. The vote passed unanimously.
  
- III. Approval of the Agenda of the December 19<sup>th</sup> 2017 City Council Meeting**

A motion was made by Councilwoman Sloan to approve the agenda as written. A second was made by Councilman Arnold. The vote passed unanimously.
  
- IV. Old Business**
  - A. None

**V. New Business**

**A. Appointment of Allen Durham to the Planning Commission**

Alyson Smith discussed the position on the planning commission that has been open since June. She recommended Allen Durham to fill the position. A motion was made by Councilwoman Norman to have Allen Durham fill the open position on the planning commission. A second was given by Councilman Kennedy. The vote passed unanimously.

**B. Resolution Number 17-015 for the Purpose of including the City of Woodruff with Spartanburg County for the possible merger of the fire districts within Spartanburg County.**

City Manager Lee Bailey discussed the potential fire merger. Mr. Bailey said he had spoken to the county and we needed a document on file to show our interest. This resolution is to serve as a public statement of the desire to be part of the discussion, NOT a merger vote. A motion was made by Councilman Dickard to accept Resolution 17-015. A second was made by Councilwoman Norman. The vote passed unanimously.

**C. Approval of the 2018 regularly scheduled city council meeting dates**

City Manager Lee Bailey went over the meeting dates and noted that there was one adjustment for a holiday. Our meeting dates, with one exception, would be the last Tuesday of the month at 5:30 PM. A motion was made by Councilman Gist to accept these dates as written. A second was made by Councilman Kennedy. The vote passed unanimously.

**D. Ordinance Number 17-020 for the Purpose of Changing the Fee Schedule Related to Park and Recreation Rentals**

Parks and Recreation Coordinator Will Oliver discussed the small increase in fees. The new fee schedule would bring in about 1000.00 more a year which would help with up keep and part time staffing. The new fee would be \$20 city resident/\$30 out of town for the first two hours of use at picnic shelters. The other fees are to remain the same. The mayor commented that we had many complements on the park and commended Mr. Oliver for the good job he is doing. A motion was made by Councilman Kennedy to approve the first reading of Ordinance 17-020. A second was made by Councilwoman Norman. The vote passed unanimously.

**E. Resolution Number 17-021 for the Purpose of Adopting New Policy and Procedures for the Police Department.**

Police Chief Greg Ryan discussed the changes to the policy and procedures manual that he is undertaking a small section at a time. A motion was made by Councilwoman Sloan to accept Resolution 17-021. A second was made by Councilman Kennedy. The vote passed unanimously.

**VI. Other Business-**

A. The reports were received by the council. No discussion was needed. City Manager introduced the new sewer supervisor Jay Sites. A question was asked about the demolition of the tennis courts and Will Oliver replied that it was cheaper for us to have done it than contracting it done. It was a multi-departmental effort. They were built in about 1963. Councilman Arnold thanked Mr. Oliver for saving the city money on the project. It was asked by Councilman Gist if they would be rebuilt and the city manager replied that in the next 12-18 months there is no plan to rebuild them, but they could be added back at a later date in a better place. Discussion was had about what could go in its place but nothing was set in stone at this time.

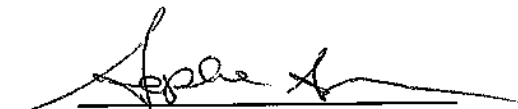
B. A motion was made by Councilwoman Sloan to accept the financial report as written. A second was made by Councilman Kennedy. The vote passed unanimously.

C. City Manager Lee Bailey gave the city manager updates. He said the Sewer plant grand opening would be sometime in the spring.

VII. A motion was made by Councilman Gist to enter Executive Session to discuss personnel matters. A second was made by Councilman Dickard. The motion passed unanimously. Executive session was entered at 5:55. Regular session was re-entered at 6:42 PM with no action being taken.

VIII. **Adjourn-** A motion was made by Councilwoman Norman to adjourn the meeting. A second was made by Councilman Kennedy. The vote passed unanimously. The meeting adjourned at 6:42PM.

Attest:



Sophie S. Spivey  
City Clerk/Treasurer