

**MINUTES OF THE
FOREST ACRES CITY COUNCIL
October 8, 2024**

Mayor Tom Andrews, Mayor Pro-tem David Black, Council members Haskell Kibler, Ryan Newton, and Stephen Oliver were present, along with City Administrator Shaun Greenwood, Assistant City Administrator/Finance Director Andy Smith, Police Chief Don Robinson, and City Attorney Will Dillard.

Mayor Tom Andrews called the meeting to order at 6:00 p.m.

1. Invocation and Pledge of Allegiance

Mayor Tom Andrews led the invocation and Pledge of Allegiance.

2. Approval of Minutes

a. City Council Meeting September 10, 2024

On a motion by Mr. Black seconded by Mr. Kibler, Council unanimously approved the minutes as amended.

3. Mayor's Issues & City Projects

a. Follow up from Community Forum Discussion:

i. Conditions on Covenant Road

Administrator Greenwood said he reached out to SCDOT and City of Columbia water department to ask them to continue to observe the various issues on Covenant Road

ii. Commercial Vehicle parking overnight on Valleybrook Road

Code Enforcement and FAPD went to the property where the commercial vehicle is parked, and it is on Richland County property. They asked the owner not to have the truck running.

4. Public Comment Related to Items on the Agenda:

Citizens that wish to speak about an item specifically listed on the agenda must call 803-782-9475 by 5 pm the day before the meeting to be added to the list of speakers.

No items to report.

5. New Business:

a. Presentation of new FAPD Officers

Chief Don Robinson introduced Megan Smith and Melissa Haynie as new dispatchers and Damone Pringle, Waddell Dailey, and Vincent Giebler as new FAPD officers.

b. Request for a streetlight on Spencer Street

Mr. Greenwood said that FAPD observed the area at night and said that the area would benefit with a streetlight, the residents agree, and Dominion agreed to install the light.

On a motion by Mr. Newton seconded by Mr. Oliver, Council unanimously approved the request.

c. Resolution: A RESOLUTION FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, RESOLVING TO CONSIDER AN AMENDMENT TO THE CODE OF ORDINANCES, CHAPTER 21 (ZONING ORDINANCE) TO ADD PROVISIONS REGULATING HOURS OF OPERATION OF BUSINESSES OPEN TO THE PUBLIC; SETTING AND ADVERTISING TO THE PUBLIC THE DATE OF A PUBLIC HEARING ON THIS AMENDMENT; REFERRING THIS AMENDMENT TO THE PLANNING COMMISSION FOR ITS CONSIDERATION; AND, INVOKING THE PENDING ORDINANCE DOCTRINE WITH RESPECT TO THIS AMENDMENT

On a motion by Mr. Black seconded by Mr. Newton, Council unanimously approved the resolution.

d. First Reading: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING THAT THE CODE OF ORDINANCES, CITY OF FOREST ACRES,

BE AMENDED BY REVISING CHAPTER 5 (BUILDINGS AND BUILDING REGULATIONS)
TO PROVIDE FOR ADMINISTRATIVE PROCEDURES AND APPEALS TO THE CODE
BOARD OF APPEALS

On a motion by Mr. Black seconded by Mr. Oliver, Council unanimously approved the ordinance.

- e. Discussion related to the potential for naming an element of Gills Creek Memorial Park in honor of Shell Suber
Administrator Greenwood and Council discussed honoring former Council member Shell Suber who passed away in 2023. Mr. Greenwood said that he will have a mock up for the November meeting.
- f. Staff request for Htax
 - i. FAPD Holiday Patrol - \$10,000
On a motion by Mr. Black seconded by Mr. Newton, Council unanimously approved the staff request.
- g. Appointments and Reappointments
 - a. Public Safety Foundation
 - i. City Council Representative – Chair
 - ii. 2 Vacant seats
On a motion by Mr. Oliver seconded by Mr. Kibler, Council member Black was designated Chair for one year and John Suber and Robert Dozier were appointed to the PSF.
 - b. Hospitality Tax Committee
 - i. City Council Representative – Chair
 - ii. 2 Vacant seats
 - 1. John Suber
 - 2. Edward Peagler
 - 3. Robert Dozier
 - 4. Bryan Willis
 - 5. Kathleen Muthig
On a motion by Mr. Black seconded by Mr. Kibler, Council member Oliver was designated Chair and Bryan Willis and Kathleen Muthig were appointed to the Htax Committee.

6. Old Business:

- a. Second Reading: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING THAT THE CODE OF ORDINANCES, CITY OF FOREST ACRES, BE AMENDED BY ADDING A SECTION OF SAID CODE; PROVIDING FOR THE ANNEXATION OF 4629 SANDY RIDGE ROAD, RICHLAND COUNTY TAX MAP NUMBER R14115-03-17
On a motion by Mr. Kibler seconded by Mr. Oliver, Council unanimously approved the annexation.
- b. Second Reading: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING THAT THE CODE OF ORDINANCES, CITY OF FOREST ACRES, BE AMENDED BY ADDING A SECTION OF SAID CODE; PROVIDING FOR THE ANNEXATION OF 5800 PINEBRANCH ROAD, RICHLAND COUNTY TAX MAP NUMBER R14113-05-06
On a motion by Mr. Oliver seconded by Mr. Kibler, Council unanimously approved the annexation.
- c. Second Reading: AN ORDINANCE FOR THE CITY OF FOREST ACRES, STATE OF SOUTH CAROLINA, PROVIDING THAT THE CODE OF ORDINANCES, CITY OF FOREST ACRES, BE AMENDED BY REVISING CHAPTER 21 (ZONING ORDINANCE) TO ADD PROVISIONS GOVERNING SMOKE OR VAPE SHOPS

Following discussion, on a motion by Mr. Oliver seconded by Mr. Kibler, Council unanimously approved the ordinance as presented.

7. City Administrator Report:

a. Richland Mall Update

Mr. Greenwood said that the work has slowed down due to weather conditions, however, will resume as soon as possible.

b. Helene Recovery Update

Staff have been working hard to make sure our residents are assisted. Debris removal is steady and will continue. We are reiterating to our residents to be patient, and we will be working hard for weeks to get all of the debris in our neighborhoods.

c. Citadel Park

The park remains closed due to trees that need to be removed and others limbed. We have one quote and are talking to two others for quotes.

8. Finance Director Report: Monthly Financial Report

Assistant City Administrator/Finance Director Smith reported the first quarter in FY 24-25. We have received about 8% of our revenue, which is in line with past years. On the expense side we have recognized 20% of our expenditures. ARPA funds and Forest Lake Place accounts have been closed out. Hospitality tax collections have been strong.

9. Police Chief's Report:

Chief Robinson reported the September 2024 crime and traffic statistics to Council.

We are currently utilizing a new simulation on screen training program for engagement of suspects.

FAPD would like to collect donations for the flood victims in western North Carolina with Council's approval. The only expense would be the fuel to pull the trailer.

10. Community Forum:

Resident Chappelle Fleming thanked the city for looking into the commercial vehicle running on Valleybrook Road.

Resident William Brantley asked about an ordinance regarding tractor trailers parking overnight in Forest Acres. Mr. Greenwood said that if a trailer is attached or cab itself measures 19 feet or more it is not allowed in the City. He said he doesn't know if the County would have the same ordinance.

Resident Kathy Marie Davis asked where Forest Acres stands on disabled veterans and property taxes. Attorney Will Dillard said that we follow state law.

11. Council Items:

No items to report.

12. Executive Session:

On a motion by Mr. Black seconded by Mr. Oliver, Council unanimously agreed to go into Executive Session at 7:30 pm.

- a. Receipt of legal advice and discussion of contractual matters related to:
 - i. Reciprocal easement and special contract stipulations regarding mall/park site
- b. Discussion of employee matters related to City Administrator's annual evaluation
- c. Discussion of a personnel matter related to the Chief of Police

NOTE: Items discussed in Executive Session may result in action by City Council upon its return to general session

On a motion by Mr. Newton seconded by Mr. Oliver Council unanimously agreed to rejoin regular session.

13. Adjourn

On a motion by Mr. Black seconded by Mr. Oliver, Council adjourned.

Respectfully submitted,

Maria Queen
Administrative Coordinator
City of Forest Acres