



**CHESTER CITY COUNCIL MEETING  
COUNCIL CHAMBERS – CITY HALL**

June 26, 2017, 6:30 pm

Minutes

**PRESENT:** Mayor George Caldwell; Council Members Betty Bagley, Angela Douglas, Mayor Pro Tempore Annie Reid, William King, William Killian, Susan Kovas, Linda Tinker and Carlos Williams; Human Resources Director Carla Roof, City Attorney Megan Gaston and Payroll Specialist Sylvia Young.

**CALL TO ORDER:** Mayor George Caldwell called meeting to order at 6:30 pm.

**PRAYER:** Councilman William King led Council in prayer.

**PLEDGE OF ALLEGIANCE:** Mayor Caldwell led Council in the Pledge of Allegiance.

**CITIZENS FORUM:** Raymond Carter – Mr. Carter asked Council to remember the five following names: Terry Foster, Andre Williams, Sandi Worthy, Tammy Levister and Alex Underwood. He stated that now the citizens need to know what side the city the county police department is on? Are they for the citizens or people like Terry Foster? He stated that the Mayor said himself that anytime a York County officer must come down here to make an incident report our town is in trouble. Mr. Carter suggested that Council go down Pinckney Street to ask Ms. Kennedy what does she think about what is going on. Then go back to the city and county and ask them what happened to Ms. Kennedy's son on 07/15/16? Mr. Carter answered his question with, "It was murder!" In conclusion, Mr. Carter thanked Council for allowing him to speak and told them that Terry Foster is the problem.

**PETITIONER:** Mrs. Linda Anton – Chester Metropolitan District – Mrs. Anton talked to Council about her high Chester Metropolitan District (CMD) bill. She stated that her last CMD bill was \$107 and she was only home for 4 days during the month of service. She stated that she does not have a washing machine nor does she have a dish washer. She stated that she called CMD to question them about her high bill and CMD told her that she has a leak. She stated that she asked them to send someone out to fix and/or check for leaks at her property. They came to her property and found no leaks. She stated she has the bill from Saluda Street Apartment if Council wishes to review it. She informed Council that she asked CMD to adjust her bill because they did not find any leaks. She stated that CMD did not resolve her high bill issues and she did not get any straight answers from them as to why her bill was so high which is why she decided to come before Council. After a brief discussion, Councilman Williams informed Council that Mrs. Anton contacted him about CMD issue. He stated to Council that this issue is a problem thru out the city and that this is not an isolated incident. He informed Council that he has had problems also

with CMD. He told Council that he asked Mrs. Anton to come to Council to discuss the issues she and citizens are having with CMD. He wanted Council to be aware of this situation because it is an issue within the City of Chester. In conclusion, Councilman Williams suggested to Council that the city should revisit and revise CMD contract to resolve citizen issues. Council had much discussion about citizens and their personal experiences with CMD high bills.

Councilwoman Douglas made a motion to amend the Executive Session to make sure Council was compliance with FOIA to include the following manner:

1. Personnel Matter - Administrative Department – Legal
2. Legal Matter – Administrative Department – The Chester Water Recovery Contract

Councilwoman Douglas stated to Council that because Administrator Search is under Unfinished Business that Council eliminate 3. Personnel Matter – Administrative Position.

Councilwoman Tinker second the motion. The motion carried unanimously.

**DEPARTMENTAL REPORTS:**

Administrative – Carla Roof stated that she had problems with getting reports to Council because of changeover from VC3 to Sharp; however, she has reports ready for discussion. Mrs. Roof informed Council that the Kitchen Committee has made some recommendations and gave them to the Department Heads to review. She asked Council did they want the Department Heads suggestions about recommendations go back to the Kitchen Committee or to Council for necessary changes. Councilwoman Kovas stated that it should not go back to the Kitchen Committee because they have dealt with it.

Mrs. Roof gave Council an update on the following topics: Downtown Wi-Fi, applications, Council iPads, City Hall Security Project, Walnut & Lynwood Street (Broken guardrail) – DOT will not replace broken guardrail, city could apply for an encroachment permit along with drawings and a detailed listing of what the city wanted to install. SCDOT would have to approve material and it would have to be breakaway material with an estimated cost between \$2,000 to \$5,000, accounts, Budget Worksheets, Council Chambers recording and broadcasting, 121 Main Street, Strategic Planning Session, VC3/Sharp Transition, New Hires, and Terminations.

After Council had a brief discussion about Walnut & Lynwood Street (Broken guardrail) - Councilman King made a motion that Council move forward with applying for encroachment permit because area is dangerous. Councilwoman Kovas second motion. The motion carried unanimously.

Finance – No report for discussion.

Fire – No report for discussion.

Human Resources – Report included with Administrative Report.

Police – May Monthly Report included for Councils review.

Public Works – No report for discussion.

Recreation – May Monthly Report - Recreation Director Chris White informed Council that the gates at the baseball stadium will open at 5 pm for the Red, White and Boom fireworks event.

Councilwoman Tinker made a motion to accept the Departmental Reports with any necessary corrections. Councilwoman Bagley second the motion. The motion carried unanimously.

#### **COMMITTEE REPORTS:**

Finance – Councilwoman Douglas informed Council that the audit will be done by the end of the week. Councilwoman Douglas stated that Interim Finance Director Kelly Wascher is working on accounts and a to do list was provided to her from the Finance Committee. Ms. Wascher is working with Summer Feeding Program Director Peggy Johnson to resolve financial issues and expenses that are paid thru the General Fund Account. Councilman King asked Councilwoman Douglas how far along or timeline is the Finance Committee with the hiring of a Finance Director. Councilwoman Douglas informed Council that the Finance Committee has not had enough time to discuss applicants for Finance Director position because some other issues had to be resolved first. Afterwards Councilman Killian and Councilman King stressed the importance of Kelly Wascher attending Council meetings. Councilwoman Douglas stated Mrs. Wascher is making progress and she understands the severity of current situation with accounts. Council had much discussion at Kelly Wascher employment agreement and Finance Director position.

Councilman King made a motion that after Councils' return from the Municipal Association and at least two Council Meeting that the Finance Committee comes back to Council with at least five applications for applicants for the Finance Director position. Councilman Killian second motion. The motion carried unanimously.

Properties – May 22, 2017 report included for Councils' review. After a brief discussion, Councilwoman Kovas made a motion that Council accept to pay insurance lowest bid for car damage repair estimate of \$1,387 to citizen with complaint and to install signs at all parks stating that the city is not responsible for damage to personal property. Councilman King second motion. The motion carried unanimously.

Public Safety – May 23, 2017, June 5, 2017 and June 20, 2017 reports included for Councils' review. Councilwoman Reid reported to Council that the Public Safety Committee met with Gary McFadden and Maire Kelly about Police Chief available position. Mr. McFadden will assist Council with background check and search for a qualified applicant for Police Chief position. Mr. McFadden will provide Council with his Police Chief recommendations from the list of applicants chosen by the Committee that has the qualifications for job position. In conclusion, Councilwoman Reid reported that the Committee has scaled it down to six applicants for Police Chief position. Councilwoman made a request onto the next agenda to discuss the decision to enter a contract agreement to search for qualified applicants for Police Chief position. Councilwoman Reid informed Council that citizen input is very important and public forums will be done for citizen input on Police Chief applicants.

Public Works – May 17, 2017 report included for Council review. Councilman Williams informed Council about the Committee met on June 21, 2017; however, minutes are not available for review yet. Councilman Williams stated that at June 21<sup>st</sup> meeting the Committee decided on two applicants for Public Works Director position. Councilman Williams asked Council for permission to move forward with interview process by allowing Human Resources Department to contact two applicants for interview.

After a brief discussion, Councilman King made a motion that Council move forward with two names that the Public Works Committee has chosen to interview for Public Works Director and that Human Resources Department set up interviews upon confirmation that applicants are still interested in Public Works Director position. Councilwoman Reid second the motion. The motion carried unanimously.

Councilman Williams informed Council that the Committee has scheduled a tour of the Public Works Department with Dale Cook so they could see needs assessments he has requested on Wednesday, June 28, 2017 at 8:00 a.m.

Recreation – Councilman Williams informed Council that he has made a recommendation to Councilman Killian to schedule a Recreation Committee meeting to discuss several topics that concerns the Recreation Department. After a brief discussion, Councilman Killian informed Council that a Recreation Committee meeting has been scheduled for Thursday, June 29, 2017 at 9 a.m. in the conference room at City Hall.

Councilwoman Tinker made a motion to accept Committee reports as given with any necessary corrections. Councilman Killian second the motion. The motion carried unanimously.

#### **COMMISSION REPORTS:**

Evergreen Cemetery – No report for discussion.

Historic Preservation – June 1, 2017 report included for discussion.

Planning Commission – No report for discussion.

Zoning Board of Appeals – No report for discussion.

Housing Authority (HA) – Councilwoman Douglas informed Council that she attended Housing Authority meeting last Monday to get updates area improvements. HA has started using one cent sale tax monies for housing improvements. She reported that HA is working with West Carter from the Chester County to complete repair projects and HA received good reports from HUD. In conclusion, Councilwoman Douglas reported to Council that HA no have hearing officers and Mr. Wylie will be contacting Council to get new hearing officers.

Recreation – No report for discussion.

Councilwoman Reid made a motion to approve the Historic Preservation Commission report for June 1, 2017. Councilwoman Tinker second motion. The motion carried unanimously.

**AD-HOC COMMITTEE REPORTS:**

Kitchen Committee – Councilwoman Kovas reported that the Committee has scheduled its next meeting on Wednesday, June 28, 2017 at 3:30 p.m. and at the meeting they will be discussing Friends of the Kitchen. She informed Council that double doors are being installed, almost finished with FRP boards, floors will be installed sooner than expected, one major problem is that the bathroom brick walls will not support FRP boards and a false wall will be installed to support the FRP boards which means that the commode must be relocated. In conclusion, Councilwoman Kovas reported that the Committee received only one equipment bid which was submitted late and the equipment bid was too complex; however, Councilwoman Douglas is working to simplify equipment bids.

**UNFINISHED BUSINESS:**

Commission Appointments – Councilwoman Tinker informed Council that Ross Gladden has declined Evergreen Cemetery Commission position effective June 2017. Councilwoman Bagley made a motion to appoint Tasheika Carter-Fourney to the Evergreen Cemetery Commission effective July 1, 2017. Councilwoman Tinker second motion. The motion carried unanimously. Councilwoman Bagley recommended that Sylvia Young and/or Carla Roof contact positions highlighted to see if they are still interested in being reappointed to Commission boards. Council had much discussion about Commission Appointments.

Status of Administrator Search – Mayor Pro Tempore Reid – Mayor Pro Tempore Reid suggested Council review Administrator applications and bring back to Council five applicants to August first meeting. After much discussion, Councilwoman Douglas stated that Council should be more active in recruitment of qualified candidates.

Compensation for Extra Duties – Councilman Williams compensating Mrs. Roof and Ms. Young for extra duties performed. After a brief discussion, Councilwoman Douglas made a motion to adjust and adopt the policy and procedures accordingly to reflect that an employee be compensated for extra duties per their hourly pay rate. Councilman Williams second motion. Motion failed with Council Members William King, Susan Kovas, Annie Reid, Mayor George Caldwell, William Killian, Linda Tinker and Betty Bagley opposing.

Councilwoman Kovas made a motion to pay Mrs. Roof \$500 extra week for extra duties performed as City Administrator. Councilwoman Reid second motion. Motion passed for discussion. After a brief discussion, Councilwoman Kovas amended motion to include retro pay to Mrs. Roof for extra duties performed back until the 1<sup>st</sup> of March until a City Administrator is hired or policy is changed. Motion carried with Councilwoman Douglas opposing.

Councilman King made a motion to pay Ms. Young \$200 per Council meeting for Municipal Clerk to Council duties. Councilwoman Kovas second motion. Motion carried with Council Members Annie Reid, Linda Tinker and Betty Bagley opposing.

**NEW BUSINESS:**

Main Street Project – Councilwoman Douglas – Councilwoman Douglas provided Council with detailed information about the Main Street Project. Afterwards, she made a request to Mayor Caldwell that he approve to appoint an Ad-Hoc Development Committee to research and investigate Main Street Project opportunities and she wanted to be a member on the Committee. Mayor Caldwell stated that he would review information and be prepared to form a Committee together by next meeting.

**EXECUTIVE SESSION:**

Mayor Caldwell stated that Council would convene in Executive Session for discussion of a Personnel Matter – Administrative Department – Legal and Legal Matter – Administrative – Chester Water Recovery Contract. Councilwoman Bagley made a motion that Council convene in Executive Session. Councilwoman Tinker second motion. The motion carried with Mayor Caldwell opposing. Meeting adjourned to go into Executive Session at 8:20 p.m.

Councilwoman Bagley made a motion that Council reconvene from Executive Session. Councilman Killian second the motion. The motion carried unanimously. Mayor Caldwell stated while in Executive Session, Council discussed a Personnel Matter – Administrative Department – Legal and Legal Matter – Administrative – Chester Water Recovery Contract. No action was taken. With no further business, Councilman Kinga made a motion to adjourn. Councilwoman Kovas second motion. Motion carried unanimously. Meeting adjourned at 8:45 p.m.

Respectfully Submitted by,

Sylvia Young