



**CHESTER CITY COUNCIL MEETING
COUNCIL CHAMBERS – CITY HALL**
September 18, 2017, 6:30 p.m.

Minutes

PRESENT: Mayor George W. Caldwell; Council Members Susan Kovas, Annie Reid, Linda Tinker, Betty Bagley, Angela Douglas, Carlos Williams and William King; Interim City Administrator Carla Rood and Payroll Specialist Sylvia Young.

ABSENT: Councilman William Killian

CALL TO ORDER: Mayor Caldwell called the Public Hearing to order at 6:30 p.m.

PRAYER: Councilwoman Annie Reid led in prayer.

PLEDGE OF ALLEGIANCE: Mayor Caldwell and Council recited the Pledge of Allegiance.

CITIZENS FORUM: Raymond Carter – Mr. Carter stated to Council that the agenda he wants to talk about is, when are we going to have these four remaining jobs filled? I'm kind of queries about the Public Works Director, the Director, the Finance Director, and last but not least the Police Chief. I am interested, and we the people are, about who will be the new Police Chief because there will be some questions that he would have to hear and he will have to answer to us and the Police Academy down in Columbia. No one in this town should be recommended to become Chief of Police. You all know where I stand about that throughout the past and how I will continue to stand. Before we go out and hire people that say they know how to deal with the hiring of people to become the Police Chief, like the gentleman up in Mecklenburg and the gentleman down in Columbia, their homework is not our issue to hire any Police Chief. It is our duty to do! In conclusion, he promised Council it will be a great pleasure to have him serve this community and he must know what he is getting himself into and I will see to it that he does know.

PETITIONER: Brenda McBrayer – Christmas Lights – Mrs. McBrayer gave Council an invoice from Jason Shannon at Illumineers of SC with a quote of \$12,440 to decorate the city for the Christmas holidays. Mrs. McBrayer informed Council that her Committee has added a skating rink. Mrs. McBrayer asked for permission to block off the top of the hill on Friday and Saturday. She stated that on Friday, they will be setting up. I've already met with Sheriff Underwood and he is going to provide the security that we need. Someone must be there the entire time. I have all the funding; I don't but the Committee has all the funding for the skating rink. On Friday night, we will light the Christmas tree, if we get the money to light the Christmas tree. We got walkers so people can learn how to skate, 100 pair of skates, it's going to be a wonderful time, they got disco balls, and music. I can just see it on top of the hill! I am excited! She announced that everybody will get a chance to skate Friday night. Then on Saturday morning, they will block off the top of the hill for Christmas in Chester for the kids. They will skate until 1 p.m. then they will disassemble equipment, take it out and open the streets back up. Mrs. McBrayer stated that she knew was asking for a lot for the streets to be blocked off on Friday and Saturday; however, streets must be closed that Friday night and we will have security the entire time. I have taken care of security. She

informed Council that on Saturday, we will have events such as snow mobile rides, slides, and Cinderella makeovers down at Cut Ups Salon where every little girl that wants too, can get a Cinderella makeover. A real life licensed Disney Cinderella character will be on site to entertain children. To have these characters here will cost a \$1,000 because they are licensed. They will sing and dance to entertain the children. Everything is paid for by local businesses such as Hamilton Delleney & Grier PA, First Citizens Bank and Founders Credit Union. She stated that the event is free, no one will be charged a dime that day but she needed help with the Christmas lights. This year the event costs from \$35,000 to \$40,000. Business leaders in the City of Chester gave so that every child can have an opportunity to have a Christmas. They see lights and enjoy the events regardless if their parents have money or not. She stated that everybody would be on the same level playing field and I think that speaks volumes for Chester. Because you can go to Rock Hill, I'm not throwing off on them, but you can easily spend a hundred dollars. In conclusion, Mrs. McBrayer asked Council if they could not pay the entire invoice, she wanted to know how much they would pay so that she could start hunting for the rest of the funds. It's getting kind of close because they have to wrap the trees up with lights. Also, she wanted to know if she could block off the top of the hill on Friday and Saturday for special Christmas event.

Councilwoman Douglas asked Mrs. McBrayer if she had completed a Special Event form. Mrs. McBrayer stated that she has not completed a Special Event form yet because she was waiting first for city permission to block off the top of the hill. Councilwoman Douglas advised her to complete Special Event form. Secondly, Councilwoman Douglas asked if she was asking for the city to pay the full invoice amount of \$12,440. Mrs. McBrayer's response was yes, she was requesting that the city pay entire invoice. Councilwoman Reid made a motion to add Christmas Lights to New Business for discussion so that Council could make a final decision. Councilman Williams second motion. The motion carried unanimously.

Mayor Caldwell asked for Finance to respond, Councilwoman Tinker stated to Council that the Finance Committee has gone thru the budget and every aspect of the monies that the city has. She stated that she wants to support event and if she knew where the monies were coming from, she would say yes but she can't say that unless we could all come up as a group to identify where to take the funding from. She stated that she doesn't know where monies will come from at this moment. Councilwoman Reid stated that item has been put on agenda under New Business to discuss. Mrs. McBrayer continued discussion by asking Council questions such as, how did they budget for fireworks and did they budget for Christmas? Mrs. McBrayer continued to question Council about budgeting for events. After a brief discussion, Mayor Caldwell informed her that item has been added to New Business for discussion and advised her to remain at meeting for discussion.

APPROVAL OF MINUTES: August 14, 2017 and August 28, 2017 – Mayor Caldwell asked could we get an approval for minutes for August 14, 2017 and August 28, 2017 with necessary corrections. Councilwoman Kovas made a motion to accept minutes for August 14, 2017 and August 28, 2017. Councilwoman Reid second motion. The motion passed unanimously.

UNFINISHED BUSINESS:

Brenda McBrayer – Christmas Lights – Council decided to move item from New Business to Unfinished Business for discussion. Mayor Caldwell asked Council was there any monies in the hospitality tax? Councilwoman Douglas responded there was some monies were in the hospitality tax but not enough to pay entire invoice of \$12,440. Councilwoman Douglas asked that \$3,510 for putting up and taking down of 18 displays be removed from invoice since it is under the purview of the city to get that done. Council had a lengthy discussion with Mrs. McBrayer about the details on the invoice and city budget. Councilwoman Douglas suggested to Mayor Caldwell that since they were discussing city property that the Properties Committee takes proper assessment for quotes, RFP, and invitation to bid to cover request and invite Mrs. McBrayer back; however, Mrs. McBrayer interrupted Councilwoman Douglas.

Councilwoman Douglas expressed her concerns about the legal issues, proper procurement and protocol. Mrs. McBrayer stated that it was too late to go with another bid, that Citizen Alliance will return funding received and cancel event. She stated that she needed an answer tonight! She stated that they would start over next year. Mrs. McBrayer stated that she has somebody that will pick up the cost if she could get amount below \$10,000. She asked if she could get a donation from the city for the Christmas in Chester and then she could get the private business owner to pick up the remaining amount so that lights can be put up and move on. After much discussion, Councilwoman Tinker stated I am going to make a motion and I know that there's money somewhere in the budget that we can find \$12,440 to make this event happen again this year for the children in Chester. No second was made for motion. Councilwoman Tinker rescind motion. After additional discussion, Councilwoman Tinker stated that since we own the lights, since it's now the City of Chester property, I am going to make a motion that we allow Jason Shannon \$12,440 for installing the lights downtown. Councilwoman Kovas second motion. Council Members Mayor Caldwell, Susan Kovas, Annie Reid, Linda Tinker and Betty Bagley were in favor of motion. Council Members Carlos Williams and Angela Douglas voted against motion. The motion carried with Councilman King not voting.

Interim City Administrator – Councilwoman Reid – Councilwoman Reid informed Council that she had put item on agenda. She asked Council if they had gotten down to their final five finalists for City Administrator. She remarked that this should have been done back in August. She asked Council has anyone reviewed applications. She stated that if Council has not, they should consider an Interim City Administrator. She wanted to know if Council was in favor of hiring an Interim City Administrator. After a brief discussion, Councilwoman Reid asked Council to get their final selections for City Administrator by the next meeting.

Interim Finance Assistance – Councilwoman Reid – Councilwoman Reid stated that when they were at the Municipal Association they received a recommendation of a gentleman that could review city finances. She asked the Finance Committee if they had contacted the him, have they received any recommendations on him, have they done something with his name and could they give Council a status report. Councilwoman Douglas stated that since they were nearing the ending of the 16th audit and with the conformation list of eight names, the Finance Committee has decided that there was no need for an Interim Finance Assistance. After a brief discussion, Councilwoman Douglas stated that Finance Committee was moving forward with interviews.

Second Reading Ordinance 2017-02 Zoning Text Amendment R-10 one family residential uses, R-10 Special Exceptions – Councilwoman Reid stated that she has been told that we have been advised not to take an action on item now. She announced that under the advisement of the judge, Council will take no action on this item.

Economic Development Committee – Councilwoman Tinker – Councilwoman Tinker made a motion to appoint Ken Lebbon as Ward 3 Representative to be named to Committee. After much discussion, Councilwoman Tinker rescind motion to appoint Ken Lebbon as Ward 3 Representative to be named to Committee until next meeting.

Kitchen Bids and Equipment/HVAC – Councilwoman Kovas reported there was a Kitchen Committee meeting that day and she wanted to give Council an update on grant. She announced to Council that the grant that ends in September has been reimbursed to the city in the amount of \$33,000 from a \$99,000 grant. She informed Council that the city has \$13,569 of outstanding invoices, with a balance to give to them of \$46,569. She reported to Council that they still must complete the floor and bathroom. Also, she reported they received bids today for the HVAC and equipment. She reported that they have been awarded a \$55,000 pavilion grant. She informed Council that they had received bids from the following: Hopper Company from Rock Hill, SC - \$43,720 exclude electrical, Cudd Heating & Air from Chester, SC - \$57,819 includes electrical and Randall's Mechanical Services from Pacolet, SC - \$47,989 includes

electrical. She stated that the Kitchen Committee will not make a recommendation but they would like for Council to help them out. After a brief discussion, Council request that minutes were pulled to get more information and put item back on the agenda to discuss at next meeting. Councilwoman Kovas informed Council that they had received one bid for equipment which includes hood for range, gas oven and walk-in freezer for the total package of \$68,797. She stated that the Kitchen Committee will bring back to Council the equipment pieces they would like to purchase. In conclusion, she informed Council that she will provide them with copies of bids received to review at next meeting.

Public Works Departmental Organizational Chart – Carla Roof stated that she has been working with the Public Works Committee on the Public Works Department organizational chart. She asked Council to look at the yellow highlighted areas on chart, which were areas separated from the Public Works Department and relocated to the Administration Department and Recreation Department. She informed Council that her recommendation would be to put areas relocated back up under the Public Works Department. Also, she instructed Council to review notes on chart that list employee's current locations, positions and vacancies. She asked if any Public Works Committee Member and/or Council would like to speak on the matter. Councilman Williams stated that he had brought this matter up about six months ago, to return employees back into the Public Works Department. He stated that the Public Works Director hired will place employees where they were needed to be within the department. He stated that the Committee, along with Carla Roof, have talked about how to better utilize employees to suit the city and cross training. Councilman Williams made a motion to restructuring those employees back into the Public Works Department and open the Assist Director position. Councilwoman Douglas second motion. After a much discussion, motion carried unanimously.

NEW BUSINESS

Comprehensive Planning and Strategic Planning – Councilwoman Douglas – Councilwoman Douglas informed Council that she had mentioned at another meeting that Robbie from COG is set to start soon with comprehensive planning. She informed Council that as they may know, the comprehensive planning gets its foundation from strategic planning; however, Council has never finished strategic planning. They have only had one strategic planning session. She asked Council to take strategic planning very seriously because were twenty years, meaning ten years out of compliance for our comprehensive planning. She stated that for them to have a magnificent comprehensive plan, we know we have zoning issues, keep having audiences full because of zoning issues, along with some of the other things we talked about such as economic development, health, agriculture and all those topics that must be covered under our comprehensive plan. For us to do something comprehensive, as a comprehensive plan should be done, we need to take strategic planning seriously as well. In conclusion, she asked that Council provide Carla Roof with some availability dates to schedule Strategic Planning sessions. After a brief discussion, Councilwoman Douglas informed Council that Robbie from COG will schedule dates for Comprehensive Planning sessions. Councilwoman Reid request that Council email availability dates to Carla Roof to compile a list of dates to choose from by the next meeting.

First Reading of Ordinance No. 2017-03 An Ordinance to Amend the Zoning Classification for Property located at 139 Hinton Street from R-8 (Single Family Residential) to R-6 (One and Two Family Residential) – Mayor Caldwell read to Council the First Reading of Ordinance No. 2017-03. Councilwoman Kovas made a motion to adopt the First Reading of Ordinance No. 2017-3. Councilwoman Bagley second motion. After a brief discussion, the motion carried with Councilman King not voting.

First Reading of Ordinance No. 2017-04 An Ordinance to Amend the Zoning Classification for Property located at Hamilton Street from L-1 (Limited Industrial) to R-6 (One and Two Family Residential) – Councilwoman Reid read to Council the First Reading of Ordinance No. 2017-04. Councilwoman Tinker made a motion to accept the First Reading of Ordinance No. 2017-04 An Ordinance to Amend the Zoning

Classification for Property Located on Hamilton Street From L-I (Limited Industrial) To R-6 (One and Two Family Residential). Councilwoman Kovas second motion. The motion carried with Councilwoman Douglas opposing motion and Councilman King not voting.

Request to hire seasonal program – Christopher White – Recreation Department – Christopher White, Recreation Director informed Council that he was there today to request permission to hire for seasonal program during football season starting on Saturday. He stated that since seasonal program had been budgeted for last year, and they were operating under last year’s budget, he was hoping it would be ok. He informed Council that he had spoken to Carla Roof and she recommended that he come before Council due to hiring freeze. He informed Council that he needed to hire three temporary seasonal workers, at ten dollars per hour, twelve hours per week, for twelve weeks, totaling \$4,320. After a brief discussion, Councilwoman Douglas made a motion to allow him to hire temporary seasonal workers as requested. Councilman King second motion. The motion carried unanimously.

Chester Talk Back – Councilwoman Douglas – Councilwoman Douglas stated this was for informational only, Councilman Williams and herself formed Chester Talk Back, with Shane Stuart, County Supervisor at Chester County participating, to address citizens’ concerns. She informed Council that their third meeting has been scheduled to focus on utilities and communications. She informed Council that they have invited and accepted, TruVista, Chester Metropolitan District, Chester Waste Water and Recovery, Chester Natural Gas, and Duke Energy to next meeting scheduled on Tuesday, October 3rd at War Memorial Building from 6:30 p.m. to 8 p.m.

EXECUTIVE SESSION:

Mayor Caldwell stated that Council need to enter into Executive Session to discuss a Personnel Matter – Grievance Committee Report – Public Works Department, Legal Matter – Attorney, and Personnel Matter – Public Works Director. Councilwoman Tinker made a motion that Council convene into Executive Session to discuss a Personnel Matter – Grievance Committee Report – Public Works Department, Legal Matter – Attorney, and Personnel Matter – Public Works Director. Councilman King second motion. The motion carried with Mayor Caldwell and Councilwoman Douglas opposing. Council went into Executive Session at 7:39 p.m.

Councilman King made a motion that Council reconvene from Executive Session at 8:08 p.m. Councilwoman Bagley second motion. The motion carried with Councilwoman Douglas not voting. Mayor Caldwell stated that while in Executive Session Council discussed a Personnel Matter – Grievance Committee Report – Public Works Department, Legal Matter – Attorney, and Personnel Matter – Public Works Director. Mayor Caldwell stated that no action was taken while Council was in Executive Session.

Councilman King made a motion to not accept the Grievance Committee Recommendation. Councilman Williams second motion. The motion carried with Council Members Mayor Caldwell, William King, Carlos Williams, Angela Douglas and Annie Reid in favor. The motion carried with Council Members Linda Tinker, Susan Kovas and Betty Bagley not in favor of motion.

With no further discussion, Councilwoman Douglas made a motion for meeting to adjourn. Councilwoman Bagley second motion. The motion carried unanimously. Meeting adjourned at 8:11 p.m.

Respectfully Submitted By,

Sylvia Young