

**MINUTES
FINANCE COMMITTEE MEETING
WINNSBORO TOWN COUNCIL
SEPTEMBER 21, 2021**

Present: Chairman Demetrius Chatman; Mayor John McMeekin; Jason Taylor, Town Manager; Patti L. Davis, Town Clerk.

Others Present: Kathy Belton, Jennifer Edwards

The Finance Committee met on September 21, 2021, at 5:45 p.m. at the Winnsboro Women's Club. In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80 (e), as amended, the following persons and/or organizations have been notified of the time, date and location of this meeting: The Independent Voice of Blythewood and Fairfield, The Country Chronicle and four hundred ninety-two other individuals.

1. CALL TO ORDER

Chairman Chatman called the Finance Committee Meeting to order at 5:46 p.m.

2. APPROVAL OF AGENDA

Motion made by Mayor McMeekin, seconded by Chairman Chatman, to approve the agenda. ***The motion carried.***

3. PRESENTATIONS

A. Kathy Belton – Monthly Finance Report.

- Cash and investments on hand: Mrs. Belton stated for the month of August, this was increased a little compared to last month.
- Investments and unrestricted: All changes are attributable to interest added to the account.
- Page 2: This represents the SRF loan for Broad River. It has decreased with the quarterly payment.
- Section B, General Fund revenue: This is down compared to last month, but this is for the business license with the big boom to come in July. Property taxes and LOST revenue will not be recorded until the month of September, and this was at the request of the Auditor. August revenues are technically for June, and this is why nothing is reported in this slot.
- Page 2 in Section B, expenses are as stated. Most of the revenues for general fund come in the month of June.

- Combined utilities are down compared to last month. The billing was not done for two cycles in the month of August, but the money will eventually come in. As we know, the meter reader staff is short, and as soon as the information is received, it is then billed.
- Utility expense is up compared to last month.
- Section C, no general fund capital expenditures.
- Combined utility capital expenditures as stated.
- Section D, revenues are up compared to last year, roughly a little over \$1,300 and for the year \$114,000 compared to last year.
- General fund expense is also up compared to last year. This is due to increasing benefits, increasing salaries, etc.
- Combined utilities revenue are down compared to last year, but this would have been more with the two billing cycles discussed above.
- Combined utility expense is down compared to last year for the month. Overall for the year this was increased, due to the rising cost of doing business.

4. NEW BUSINESS

None.

5. OLD BUSINESS

A. Jennifer Edwards, Human Resources – Classification and Compensation Study. Mrs. Edwards stated the bids were sent to Council from Archer, Evergreen and Willis, and tonight the decision is needed as to how to move forward. Mr. Elliott stated there are three proposals, and the matter was advertised. He feels comfortable proceeding at this point. Mr. Taylor stated this request had received some initial quotes, and it is just over what is required to be bid out. However, no bids were received during the bid process period. Mrs. Edwards stated Archer is the company who did the previous study, and Archer is the lowest bid. It was moved by Mayor McMeekin, seconded by Chairman Chatman, to forward to full Council the recommendation to accept the bid of The Archer Company for the Classification and Compensation Study. ***The motion carried.***

6. ADJOURN

At 5:51 p.m., it was moved by Mayor McMeekin, seconded by Chairman Chatman, to adjourn. ***The motion carried.***



PATTI L. DAVIS
TOWN CLERK



DEMETRIUS CHATMAN
MAYOR PRO-TEM