

**MINUTES  
FINANCE COMMITTEE MEETING  
WINNSBORO TOWN COUNCIL  
OCTOBER 19, 2021**

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

**Others Present:** Kathy Belton, Finance Director/Assistant Town Manager, Kurt Culbreth.

The Finance Committee met on October 19, 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 5:47 p.m.

**2. APPROVAL OF AGENDA**

Mayor McMeekin made a motion to amend the agenda by adding the Sponsorship Request from Ward 1 Community Association as item B under New Business, seconded by Chairman Chatman. ***The motion carried.***

**3. PRESENTATIONS**

**A.** Kathy Belton – Monthly Finance Report. Chairman Chatman then turned the meeting over to Mrs. Belton. Mrs. Belton began with Section A, Cash and Investments. The revenues are down with the operating cash in the bank, which is to be expected and still nothing to be concerned about at this point. All changes seen in the unrestricted investments represent interest that has been added to the accounts, same with the earmark investments with all changes coming from interest. Page 2, the increased balances are liabilities that are being paid under the different bonds that are transferred over, and U.S. Bank will automatically draft this from the accounts, thus showing the fluctuation. Section B, general fund revenue is up compared to last month. The lost property taxes and lost revenue have started to be recorded beginning in September. General fund expenditures, there is a negative total and a negative total overall for the year. Per Mrs. Belton, do not be concerned about this because the bulk of the revenues for general fund come in the month of June. Section B, combined utilities

revenue is up compared to last month which is very good and is resulting from the August billing in September. Section B expenses, September is no longer a negative number compared to others because of the billing. A negative total is reported for the year, but Mrs. Belton again stated do not be concerned as this will offset itself when the billing is caught up. Section C, there were no capital expenditures for general fund; we did have the one for the water plant. Section D, general fund revenue is up for the month of September this year compared to last year. Overall, for the year it was up by \$132,000. Expense was also up compared to last year, overall a little over \$261,000 for the year. Combined utilities revenue is up compared to last month, and overall it is down compared to last year this time. Once again, this reflects the billing. On the expense side, it is up compared to last year. Overall, compared to this time last year, it is up a little over \$329,000. Mrs. Belton stated at this point there is nothing to be concerned about. The revenues will come in albeit slower than normal, and this is due to the reading situation we are in. The readers are doing the best they can to get the information brought to the billing office where it can then be billed out. It will take some time, and once the necessary staffing is in place with training, the numbers will look much better.

#### **4. NEW BUSINESS**

- A.** Request from Fairfield County to Fund Gooding Street Sidewalk Project. Per Mr. Taylor, this is a request from the County as a part of the Mt. Zion project. They are doing all the sidewalks, and their budget is being squeezed. A lot of this is due to the County adding a lot to the project, which will add a lot of new parking across the front. This cost the County a considerable amount to add, and they are asking if the Town will be willing to fund this request. There is a \$26,000 cost to do the back side of Gooding Street. The Town has funding in a line item that was given to the Town by the Mt. Zion Society in the amount of around \$101,000. This was done when the Mt. Zion Society transferred the property to the Town. This will be a good gesture if Council wishes to fund this, and Mr. Taylor does think this would be a great benefit to the Town because the property is being turned from an eye sore to something useful. Also, the sidewalk for the walking trail is one of the most used and beneficial projects the Town has had, and the sidewalk can be integrated around the building to augment the walking trail. Motion made by Mayor McMeekin to recommend to full Council approval of the request from the County, seconded by Chairman Chatman. Mayor McMeekin stated there was an amount around \$100,000 given to the Town by the Mt. Zion Society. This was to be used for demolition, but the funds were unencumbered. During that period of time with the ups and downs of Mt. Zion, there were many expenses associated

with red clay, etc. that the Town incurred. These expenses apparently came out of the general fund instead of being expensed out of this fund. Mrs. Belton ran a total for this, and apparently, the Town spent \$38,360.94. This leaves, as of today, \$68,642.06 in this fund. Mayor McMeekin feels some of the money should go to the Town from this fund for these expenses. There should be \$41,821.06 left in the original fund, so there should be ample funding for the County's request. Chairman Chatman stated Mr. Taylor and Mrs. Belton can get together to confirm these figures and move forward. Per Mr. Taylor, the exact amount requested is \$26,821.

***The motion carried.***

- B.** Sponsorship Request – Ward 1 Community Association Thanksgiving Dinner Giveaway. Per Chairman Chatman, typically this goes through the Finance Committee first and then goes to Council. This was omitted in error from the original agenda. Mayor McMeekin stated Mrs. McDaniel used to have sponsorships for this event that she has every year. However, she lost her sponsorships during COVID. The previous Council had approved \$400 or \$500 a year, and this was bumped up to \$700, which covered her expenses. Mayor McMeekin stated this is her third request this year and should be the final request. Motion made by Mayor McMeekin to recommend to full Council for approval of the request for \$700.00, seconded by Chairman Chatman. ***The motion carried.***

## **5. OLD BUSINESS**

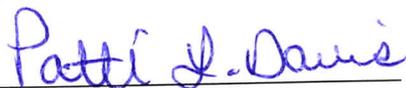
- A.** Kirk Culbreth – Wastewater Treatment Plant Alarm System. Mr. Culbreth has obtained the three quotes requested by the Finance Committee and apologized for this process taking so long. The department has been encountering problems with getting quotes on certain items. The request was originally \$10,500 and Mr. Culbreth has been able to get it reduced. Palmetto Pumps and Control has done extensive work for the department in the past, and they know the system. He would prefer to use them, and they are, in fact, the lowest bid. They have installed all the transducers at the lift stations. This is now going on eight years, and Mr. Culbreth stated they have not given a bit of trouble. Therefore, he feels confident with this vendor. At present, a system is pieced together, but the requested system is needed. Mr. Taylor asked for Mr. Culbreth to explain exactly what the system is. Per Mr. Culbreth, the system is an alarm system that actually calls the plant personnel, whoever is on call, as well as the police department in the event of a power failure or a pump failure. We have been fortunate over the past year that there has been no spill. There have been some power outages, but the electric department takes care of things to get the plant back up and running. This is an alarm system that actually

calls out to the police department along with the man on call. Per Mr. Taylor, a DHEC violation/fine could be upwards of \$9,000. Motion made by Mayor McMeekin, seconded by Chairman Chatman, to forward to full Council for approval of the request for Palmetto Pumps and Control for \$9,961 (not including taxes) for the alarm system. **The motion carried.**

- B.** American Rescue Plan – Mr. Taylor stated a work session was held on this item, and the Town will receive a total of \$1,583,641.64 from the American Rescue Plan in two portions. Overall, Mr. Taylor believes the sentiment at the work session was to use these funds for the AMI system. There were other items discussed as potential uses, and Council is in favor of those items, but using the funds for the AMI system would then free up money so these projects can be done. The total amount for the AMI system is \$3.2M in addition to the \$800,000 that was previously approved by Council for Blythewood. These funds can only be used for water and sewer, so of the \$3.2M, anything above \$1.5M the Town will still be required to cover. There are water and sewer costs identified within the \$3.2M. These funds cannot be used for some of the other items that were discussed, and again, these funds are very restricted in how they can be used. The funds can be used freely on water and sewer, but anything else would lead to justifications. Motion made by Mayor McMeekin, seconded by Chairman Chatman, to forward to full Council with recommendation that the first portion of the American Rescue Plan funds be used to fund the AMI system dealing with the water and sewer meters. **The motion carried.**

**6. ADJOURN**

At 6:06 p.m., it was moved by Mayor McMeekin, seconded by Chairman Chatman, to adjourn. **The motion carried.**

  
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PATTI L. DAVIS  
TOWN CLERK

  
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DEMETRIUS CHATMAN  
FINANCE COMMITTEE CHAIRMAN