

**MINUTES
REGULAR MEETING
WINNSBORO TOWN COUNCIL
APRIL 5, 2023**

Present: Mayor John McMeekin; Mayor Pro-Tem Demetrius Chatman; Danny Miller, Janice Bartell-Prather, Jae Burroughs, Council Members; Jason Taylor, Town Manager; Chris Clauson and Kathy Belton, Assistant Town Managers; Patti Davis, Town Clerk.

The Winnsboro Town Council met in regular session on April 5, 2023, at the Winnsboro Women's Club Building. 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

Mayor McMeekin called the Regular Meeting to order at 6:15 p.m.

2. INVOCATION

Council Member Burroughs led the invocation.

3. APPROVAL OF AGENDA

Council Member Bartell Prather made a motion, seconded by Mayor Pro-Tem Chatman, to approve the agenda. ***The motion carried 5-0.***

4. APPROVAL OF MINUTES

Mayor Pro-Tem Chatman made a motion, seconded by Council Member Bartell Prather, to approve the Regular Meeting minutes of March 21, 2023. ***The motion carried 5-0.***

5. SPECIAL REPORTS/PRESENTATIONS

A. Proclamation Honoring the 100th Birthday of Hannie D. Milling, Sr. Mayor McMeekin stated the family has requested that the Proclamation be presented to Mr. Milling at Town Hall on April 11. After discussion, 10:00 was set for presentation of the Proclamation.

6. PUBLIC COMMENT (3 MINUTES): THE TOTAL TIME ALLOCATED TO THIS PUBLIC COMMENT SEGMENT IS 30 MINUTES.

➤ Susanna Sharpe – Town Audit Posted

7. PUBLIC HEARINGS

None.

8. ORDINANCES AND RESOLUTIONS

- A.** Second and Final Reading Ordinance No. 73: Authorizing and Directing the Town of Winnsboro to Enter into an Intergovernmental Agreement Relating to South Carolina Local Revenue Services; to Participate in One or More Local Revenue Service Programs; to Execute and Deliver One or More Participant Program Supplements; and Other Matters Relating Thereto. Motion made by Council Member Burroughs, seconded by Council Member Bartell Prather, to approve Second and Final Reading of Ordinance No. 73. ***The motion carried 5-0.***

9. MANAGER'S REPORT

A. Ongoing Projects

Prior to beginning his report, Mr. Taylor asked for Chief Kevin Lawrence to introduce the new officers. Chief Lawrence stated law enforcement is a tough job, and the office is working on recruitment and retention. He thanked Mr. Clauson, Mrs. Belton and Mr. Taylor for their assistance. He then introduced Dimitri Henderson who comes from the Department of Mental Health and has a wealth of knowledge; Romeo Alexander who is a firefighter, dispatcher and is local; and Henry Gibbs who is from North Columbia, from the Department of Mental Health and will help us move forward. Council welcomed the new officers.

- Upcoming Budget Schedule: The Clerk handed out the budget schedule to Council. Mr. Taylor stated the budget worksheets have gone out to the departments and meetings with administration and the department heads will be scheduled shortly. The department requests will be looked at along with the anticipated revenues. The budget schedule can be changed if Council wishes. Mayor McMeekin inquired if the meetings will be at 6:00, and Council agreed this would work best. There are two budget work sessions scheduled after regular meetings. Discussion ensued, and the budget schedule was approved.
- AMI: Mr. Taylor stated April 20 is the start date that has been nailed down with Ferguson. Mayor Pro-Tem Chatman inquired if this is just for the water and gas meters. Mr. Taylor agreed, and the electric meters will be ordered.

- Code Enforcement: Several properties have been nailed down with the focus primarily on South Zion Street. A tree was removed from a house, and the house will be brought down next. There are two other properties right next to this. Mr. Clauson stated the County owns one house and the Town owns a tri-plex along with the property with the downed tree. This work will be bid out because there are also a number of properties on Cemetery Street. Hopefully, a couple of these can be bundled together. The County's Zion Hill project is proceeding shortly, and the lighting contract was signed this past week. Mr. Taylor reported a fair amount of money was budgeted in-house for demolition and removal of houses. It will, however, be bid out to get the best possible price.
- Comprehensive Plan: Nothing new to report at this time.
- Utilities: Mr. Taylor reported there is a lot of interest being generated out of the Scout announcement, including housing developers and large companies. This is a great opportunity for the Town to expand its utilities and grow, but it also stresses the capacity. In the near future, there could be a shortage of sewer capacity. Mayor McMeekin stated he believes the sewer capacity is currently at 500,000 available, and Mr. Taylor stated that figure is correct. Once a certain percentage is reached (80%), the Town would then have to be in planning stages to provide a new sewer plant or additional sewer capacity because DHEC requires this. These are things to keep in mind.
- Redevelopment Efforts: Mr. Taylor stated the Town has the \$500,000 from the State, and a meeting was held last week concerning this. He stated he was overwhelmed at the response, and this shows the public is really interested in these redevelopment efforts. This building was packed with standing room only, and the comments overall were very constructive. Again, this shows the interest in this project. The minutes have been done from the meeting to try to capture all of the ideas put forth by the citizens, and a lot of these will be explored. Some of the challenges the Town faces were shared with the public, including contaminated properties, drainage issues, etc. which must be addressed. Mayor Pro-Tem Chatman stated he has received good insight from the meeting. He feels the public liked the fact that the Town is getting their input. He has told people that the Town cannot do this effort alone, and their input is needed. This is one of many meetings the Town will continue to have. Mr. Taylor agreed that the public's

support is needed to make these things work. Mayor McMeekin agreed that the public wants to be involved, and it was a good meeting.

- Ordinance Review and Update: Taking some of the input from the public meeting, Mr. Taylor stated the ordinances are being looked at to see how to adjust them and make sure the growth coming this way is the kind of growth the Town wants and will benefit the community. Some of the ordinances will be crafted to change some of the existing things as far as zoning to make sure there is preparation for the coming growth.
- Board and Commission Appointments: Mr. Clauson requested for this to be put on the agenda to be sure all of the Town's Board and Commissions are staffed. Mr. Clauson stated the Planning Commission is down to two members currently because one member is in the process of moving. So, there are three vacancies on the Planning Commission. As Mr. Taylor alluded to, one of the opportunities for an ordinance update is the Historic Preservation Ordinance which can be enacted as a way to save the Town's historic properties. As part of this, there must be a Historic Review Board, which will require another five individuals. These individuals should include a historian, architect, someone knowledgeable in building design and construction, etc. The positions on this Board will be more difficult to fill, but the applicants would not necessarily need to only be Town residents. They could also be County residents who are passionate about serving and have the needed qualifications. So, there are three vacancies on the Planning Commission, one vacancy on the Zoning Board of Appeals, and if the Historic Preservation Board is pursued, this will be another five members needed. Mayor McMeekin stated some of the faces in the meeting last week could be possibilities. It is also good that it will be County-wide applicants with qualifications for the vacancies as this will be a bigger pool. Council Member Miller asked that these openings be sent to Council by email. Mr. Taylor stated names were collected at the meeting last week along with some email addresses, and by the citizens coming out to the meeting, this demonstrated they are anxious to be involved in this process. He agreed that this would be a good base to start from.
- Fairfield Joint Water and Sewer Service – Mr. Taylor stated there has been another meeting and discussion with the engineer to try to firm up a final date to get the cost estimates on various options available

to get a new sewer plant. This would include where it will be located and what type of process will be used. The process is in a holding pattern until this information is received, but the engineer has been given a firm date for this information to be delivered.

10. OLD BUSINESS

None.

11. NEW BUSINESS

A. Request of Action: Approval of New Auditing Firm for Next Year's Audit. Mr. Taylor stated this was taken before the Finance Committee. Four auditing firms responded to this request, and this was narrowed down to Mauldin & Jenkins and Love Bailey and Associates. Both were very good firms; however, Mauldin & Jenkins was the recommendation to the Finance Committee and to full Council because they are a larger firm and have experience in auditing towns with utilities. The other company did not have that experience. Mayor Pro-Tem Chatman stated the Finance Committee recommended Mauldin & Jenkins based upon their experience with towns that include utilities. Again, an auditing firm is not something that is just done, and instead, it is a requirement. Anytime more than \$750,000 is received in federal funds, an A133 audit is required. Motion made by Mayor Pro-Tem Chatman, seconded by Council Member Bartell Prather, to approve the hiring of Mauldin & Jenkins. Council Member Miller inquired of the cost, and Mr. Taylor stated the cost for Mauldin & Jenkins is \$36,500. The other firm is \$22,500 but again, Mauldin & Jenkins is more suitable to what the Town needs. Mayor Pro-Tem Chatman stated the Town has also not changed firms in the last 16 years, and it is recommended to change every five years. Mayor McMeekin stated there is no State law that provides for this, but it is a good rule of thumb to change every five years or so. Council Member Miller inquired if the current firm submitted a bid, and Mr. Taylor stated they did. Mayor McMeekin stated it is good that the auditing firm understands the utility business. ***The motion carried 5-0.***

12. EXECUTIVE SESSION: (The following statement is provided in compliance with the South Carolina Freedom of Information Act: Subsequent to Executive Session, Council may take action on matters discussed in Executive Session.)

A. Receipt of Legal Advice – Consultant Contractual Services Pursuant to S.C. Code §30-4-70 (a)(2).

Mayor McMeekin stated Mr. Elliott is not here tonight. Mr. Taylor stated he has spoken with Mr. Elliott in reference to this matter, and he will share what he has said with Council. At 6:37 p.m., it was moved by Mayor Pro-Tem Chatman, seconded by Council Member Burroughs, to exit regular session and enter into executive session to discuss Item A above. ***The motion carried 5-0.***

At 6:55, it was moved by Council Member Bartell Prather, seconded by Mayor Pro-Tem Chatman, to exit executive session and return to regular session. ***The motion carried 5-0.***

Motion made by Council Member Burroughs, seconded by Mayor Pro-Tem Chatman, to authorize the Town Manager and Town Attorney to finalize a contract with Tompkins, Thompson and Brown with the recommended changes by the County Attorney to be brought back to Council for final approval. ***The motion carried 5-0.***

13. ADJOURN

At 6:56 p.m., it was moved by Council Member Miller, seconded by Council Member Burroughs, to adjourn. ***The motion carried 5-0.***



PATTI L. DAVIS
TOWN CLERK



JOHN MCMEEKIN
MAYOR