

**MINUTES
REGULAR MEETING
WINNSBORO TOWN COUNCIL
JULY 18, 2023**

Present: Mayor John McMeekin; Mayor Pro-Tem Demetrius Chatman; Danny Miller, Jae Burroughs, Council Members; Jason Taylor, Town Manager; Scott Elliott, Town Attorney; Patti Davis, Town Clerk.

Absent: Janice Bartell-Prather, Council Member.

The Winnsboro Town Council met in regular session on July 18, 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 Voice of Blythewood and Fairfield, The Country Chronicle and other individuals associated with the distribution list of the Town of Winnsboro.

1. CALL TO ORDER

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

2. INVOCATION

Council Member Miller led the invocation.

3. APPROVAL OF AGENDA

Mayor Pro-Tem Chatman made a motion, seconded by Council Member Burroughs, to approve the agenda. ***The motion carried 4-0.***

4. APPROVAL OF MINUTES

Mayor Pro-Tem Chatman made a motion, seconded by Council Member Burroughs and Council Member Miller, to approve the Regular Meeting minutes from July 3, 2023. ***The motion carried 4-0.***

5. SPECIAL REPORTS/PRESENTATIONS

None.

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

Raymond Howard – Code Enforcement

Following the comments, Mayor McMeekin asked for an update on the mentioned properties.

7. PUBLIC HEARINGS

None.

8. ORDINANCES AND RESOLUTIONS

- A.** Second and Final Reading Ordinance No. 80: An Ordinance Annexing into the Town of Winnsboro a 0.21 Acre Tract of Land, Located at 485 Pine Street, Winnsboro, SC, Owned by Tommy Wilson, in Fairfield County, Not Already Within the Winnsboro Town Limits, and Including All Adjacent and Abutting Rights-of-Way. Tax Map No. 145-01-02-004-000. Council Member Burroughs, seconded by Mayor Pro-Tem Chatman, to approve Second and Final Reading Ordinance No. 80. ***The motion carried 4-0.***
- B.** Second and Final Reading Ordinance No. 81: An Ordinance Annexing into the Town of Winnsboro a 0.3 Acre Tract of Land, Located at 618 Hudson Street, Winnsboro, SC, Owned by Trevis Boyd, in Fairfield County, Not Already Within the Winnsboro Town Limits, and Including All Adjacent and Abutting Rights-of-Way. Tax Map No. 126-02-09-030-000. Mayor Pro-Tem Chatman made a motion, seconded by Council Member Burroughs, to approve Second and Final Reading Ordinance No. 81. ***The motion carried 4-0.***
- C.** First Reading Ordinance No. 82: An Ordinance of the Town Council of the Town of Winnsboro Approving the Second Supplement to the Agreement to Share Costs by and Between the Town of Winnsboro, Fairfield County, and the Fairfield Joint Water and Sewer System, and Other Matters Related Thereto. Mayor McMeekin stated this item will be deferred until after executive session.
- D.** First Reading Ordinance No. 83: An Ordinance of the Town Council for the Town of Winnsboro Authorizing the Execution of an Intergovernmental Sewer Infrastructure Agreement by and Between the Town of Winnsboro, Fairfield County, and the Fairfield Joint Water and Sewer System, and Other Matters Related Thereto. Mayor McMeekin stated this item will also be deferred until after executive session.
- E.** Resolution No. 2023-6: A Resolution Updating the Employee Handbook. Mrs. Edwards stated these items have been addressed at a previous Council meeting. One item has been held for more information. The request now is to add into the handbook to have at least three applicants per job in order to get a good selection, adding four additional holidays and part-time sick and vacation, which has already been addressed. Motion made by Mayor Pro-Tem Chatman, seconded by Council Member Burroughs, to

approve Resolution No. 2023-6. Council Member Miller inquired concerning the vacation and sick leave, and Mrs. Edwards stated in the handbook, part-time employees were accruing, which is not a normal practice. A fairly extensive discussion was had on this subject at a prior meeting. ***The motion carried 4-0.***

- F.** First Reading Ordinance No. 84: An Ordinance Annexing into the Town of Winnsboro a 0.13 Acre Tract of Land, Located at 205 Cedar Street, Winnsboro, SC, Owned by Jennifer and Larentino Gutierrez, in Fairfield County, Not Already Within the Winnsboro Town Limits, and Including All Adjacent and Abutting Rights-of-Way. Tax Map No. 126-03-24-009-000. Mayor Pro-Tem Chatman made a motion, seconded by Council Member Burroughs, to approve Second and Final Reading Ordinance No. 81. ***The motion carried 4-0.***
- G.** First Reading Ordinance No. 85: An Ordinance to Amend the Budget Ordinance for Fiscal Year Beginning July 1, 2023, and Ending June 30, 2024, and Authorizing the Supplemental Appropriation of Funds. Mr. Taylor stated this was anticipated in relation to what is being done with the Joint System. There have been previous agreements for operating expenses to get the organization up and running. The previous arrangement has been a 75/25 split. There is great benefit to this organization getting up and running and has allowed the application of a SCIIP Grant. This will help move forward for a sewer plant, which is much needed. Mayor McMeekin stated this has been done all along, but now the Joint System actually has a budget, and this is formalizing everything. Motion made by Mayor Pro-Tem Chatman, seconded by Council Member Burroughs, to approve First Reading of Ordinance No. 85. ***The motion carried 4-0.***

9. MANAGER'S REPORT

A. Ongoing Projects

- AMI: Mr. Taylor reported meetings are continuing to be held to resolve some issues, such as the higher failure rate. Some of the meter readers will transition over to being meter techs, and they will go out and actually fix the meter instead of just reading. Mr. Taylor also reported that there is a component of this system which would enable customers to be able to go online and keep up with their utility usage. This will hopefully be implemented in the future. The water meters should be coming to a conclusion soon, which is the most labor-intensive part. Customers do not need to be going into the box on a regular basis because the meter would likely be

unhooked because of the way the wires are done. At times, the meter would have to be turned off in the case of an emergency. Mayor Pro-Tem Chatman thought the portal was a part of the package when this proposal was brought to Council, because this is what sold him. Mr. Taylor stated several made that assumption, but the company reminded us that this would need to be added at an additional cost.

- Code Enforcement/Zion Hill: Mr. Taylor stated Mr. Wilkes is in attendance tonight and asked for Mr. Wilkes to address some of the issues that have been discussed. Mr. Taylor stated we wish we could do this a lot quicker, but it is very expensive to take these houses down. There is also a legal process that must be followed. Mr. Wilkes stated three structures on Zion Hill have been torn down this past week, two dilapidated houses and one dilapidated former barber shop. These have been on the books for quite some time attempting to get the landowners to respond, step up and take care of the property. There are eight more structures on the list, three on South Zion Street (two belonging to the Town and one to the County), three on Cemetery Street (all three belonging to the Town) and two on Davis Circle (one belonging to the County and one belonging to the Town). These will be brought down as the County can get to it. The Town does have other properties on Zion Hill and Cemetery Street that grass is being kept cut, and the maintenance crews are doing a very good job at keeping these properties neat until the structures can be town down. It is an arduous task to get landowners to respond. This is a slow process and much slower than Mr. Wilkes would prefer. The Zion Hill properties were tackled first because these have been on the books for so long. So, the oldest were taken care of first, and these were also the most visible. These are the first structures that are seen when pulling into the Zion Hill Community. Now, instead of a dilapidated house, an open green space will be seen. We are making progress and hopefully the steps will get bigger. Mayor McMeekin stated he believes the Town is in possession of three structures on Cemetery Street, and Mr. Wilkes stated as you turn in on Cemetery Street, there are two mobile homes. There were plans to tear those down and move them out, but the landowner stepped up and cleared these out. Hopefully, in the next week or so, those structures will be pulled out of the area. Council Member Miller thanked administration and everyone who tore the houses down in Zion Hill. It has been a long time coming, and he really appreciates this work. One community is no greater than another in the Town, and we are a family. He is glad to see

some action being taken and is hoping this will continue. Mayor Pro-Tem Chatman stated letters were being sent on the Cemetery Street properties, and the landowners heard about the ordinance change. This is when they gave these to the Town to be taken down. It might not seem like this process is not moving fast enough, but it is moving behind the scenes. Mr. Taylor stated this is a very good point, that the ordinance is yielding results in that aspect. Mayor McMeekin agreed that a lot of things are going on behind the scenes, and he, Mr. Taylor and Mr. Clauson met with the landowner concerning the Cemetery Street property which resulted in three pieces of property located there being given to the Town.

- **Redevelopment Efforts:** Mr. Taylor reported he and Mr. Clauson are getting plans drawn up from Ken Simmons who is a landscape architect. These should be received shortly to bring to Council, and this will be a starting point.
- **Fairfield Joint Water and Sewer Service:** Mr. Taylor stated there are a number of ongoing issues which will be discussed in executive session. There will be a meeting on July 25 to continue to move things forward.
- **Grants Update:** Mr. Taylor stated the Town's SCIIP Grant is to update the water plant, taking it from 4MG of treatment capacity to 6MG. The hope was to have the contract ready tonight, but it has not been received yet. This is the engineering company the Town has used for many years, and they assisted the Town in getting the numbers together for the SCIIP Grant to get the application prepared and then approved. This project will be very tight with time limits. Mayor McMeekin stated due to the timeframe, a Special Called Meeting may be necessary.
- **Teacher Village, Stem School and Courthouse Projects:**
 - **Teacher Village:** They are starting to clear ground and the contractor has the business license. They have also received an additional \$600,000. Mr. Taylor stated he hopes this help the project move forward and get the houses built.
 - **Stem School:** Plans have been received on this, and the plans are being reviewed. Mr. Clauson stated these updates also are in reference to the electrical projects. The teacher village will proceed with 24 building sites. Due to the nature of the design, this will need to be an underground service. The Town's ordinance stated the Town covers the cost of overhead

service, but the project is responsible for the difference in price if it is underground. Mr. Medlin has totaled that at materials of \$65,000; equipment at \$27,000 and labor charge of \$48,000 totaling about \$140,000 that will be billed to the project. On the Midlands Stem Institute, Mr. Medlin was able to find a sufficient transformer for \$12,000. However, they have not located yet where the actual service will be. We will see if overhead service can be brought to the site.

- Courthouse: They have requested power, so this should be up soon.
 - Dollar General: Mr. Medlin found another refurbished transformer for \$8,000. Mayor McMeekin asked for Mr. Clauson to elaborate a bit more on the Dollar General, and Mr. Clauson stated it will be on the Bypass close to the old Quay's Restaurant.
 - Bojangles: Should be opening shortly. There was a delay due to the fire suppression system.
 - Mexican Restaurant: Mayor Pro-Tem Chatman stated he believes this should open soon. Mr. Taylor stated there were some code issues to work through.
- Chamber Meeting: Mr. Taylor reported this meeting is tomorrow starting at 5:30 p.m. Governor McMaster will speak at this function; and the Town has done everything it can to make the Armory look as nice as it can so we can be proud.

10. OLD BUSINESS

None.

11. NEW BUSINESS

- A.** Request of Action – Authorization to Purchase Forfeited Land Commission Property – Mayor Pro-Tem Chatman stated this was brought before the Finance Committee to purchase some properties to add to an existing Town Park and another property for code enforcement. Motion made by Council Member Burroughs to approve the above request (no second needed since coming out of Finance Committee). ***The motion carried 4-0.***
- B.** Request to Use Mt. Zion Green by Fairfield Farmers and Artisans Market – Mr. Taylor stated the Farmers' Market is looking at the potential, if needed, alternative location for the Farmers' Market. They have looked at the Mt. Zion Green and wish to make a request to Council to use this area. Mrs. Jamie Vaine stated the Market does a night market the last Tuesday of every month. So, they are wanting to try this space out for the July 25

night market to see if it works for everyone. If so, the remainder of the night markets could be done at this location, and then if need be, the market could be moved to this location for the following season next year. Mayor McMeekin stated the Town must be careful with the PARD Grant, and there are some restrictions to be taken into consideration. Mr. Taylor stated there is also the gravel area. Mayor McMeekin stated these rules would not exist in Fortune Springs Park or the gravel area. Motion made by Mayor Pro-Tem Chatman to approve the use of the gravel area, seconded by Council Member Burroughs. ***The motion carried 4-0.***

- C.** Request of Action – Purchase of Unbudgeted Item – 2018 Chevy 1500 Truck from State Surplus for Sewer Department (\$26,500). Mayor Pro-Tem Chatman stated this request came before the Finance Committee and approved with the stipulation of the Town getting rid of some of the old fleet. Council Member Miller inquired of the mileage, and Mr. Wright stated 75,000 miles. Motion made by Council Member Miller, seconded by Council Member Burroughs, to approve the Request of Action with the stipulation that the Town begin getting rid of some of its old fleet. ***The motion carried 4-0.***
- D.** Reappointment of Judge William Robinson, Municipal Court. Motion made by Council Member Burroughs, seconded by Council Member Miller, to approve the reappointment of Judge William Robinson to the Municipal Court. ***The motion carried 4-0.*** The Oath of Office was then performed by the Clerk.
- E.** HPG Contract Concerning Water Treatment Plant SCIIP Grant – Mr. Taylor stated he had hoped the contract would be ready for approval at this meeting, but it has not yet been received from HPG.

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/Contractual Matter – Discussion Regarding Wastewater Treatment Facility Pursuant to S.C. Code Ann. §30-4-70(a)(2).
- B.** Receipt of Legal Advice - Discussion Concerning Fairfield County Trash Dispute Pursuant to S.C. Code §30-4-70(a)(2).

At 7:06 p.m., motion made by Mayor Pro-Tem Chatman, seconded by Council Member Burroughs, to exit regular session and enter into executive session for the above listed items. ***The motion carried 4-0.***

At 7:30 p.m., motion made by Council Member Miller, seconded by Council Member Burroughs, to come out of executive session and return to regular session. ***The motion carried 4-0.***

Mayor Pro-Tem Chatman made a motion, seconded by Council Member Burroughs, to approve First Reading of Ordinance No. 82. ***The motion carried 4-0.***

Council Member Burroughs made a motion, seconded by Mayor Pro-Tem Chatman and Council Member Miller, to approve First Reading of Ordinance No. 83. ***The motion carried 4-0.***

All other discussion in executive session was taken as information only.

13. ADJOURN

At 7:32 p.m., it was moved by Council Member Miller, seconded by Council Member Burroughs and Mayor Pro-Tem Chatman, to adjourn. ***The motion carried 4-0.***



PATTI L. DAVIS
TOWN CLERK



JOHN MCMEEKIN
MAYOR