

Minutes
City Council Meeting
Tuesday, July 14, 2015

The regular monthly meeting of the Mullins City Council was held Tuesday, July 14, 2015 at 6:00 P.M. in the Raymond Pridgen Auditorium. The following were notified of the time, date, and place of the meeting: Mayor William L. "Bo" McMillan and Members of City Council, the City Staff, and the press. Present at the meeting were the following: Mayor William L. "Bo" McMillan, Mayor Pro Tem Patricia Phillips, Council Members: Carolyn Wilson, Terry Davis, Linda Schiavo, and Jo Sanders; City Attorney Robert Corley, Police Chief Mike Bethea, Fire Chief Robert Stetson, Joe Graham, Willie McLain, Jerry Jacobs, Bill Taylor, Joseph Butler, Ronette Genwright, Stephen Stephens, Public Access TV, and many others.

1. Call Meeting To Order & Welcome: Mayor McMillan called the meeting to order and welcomed all present.

Stephen Stephens led everyone in the Pledge of Allegiance.

Invocation: The invocation was given by Council Member / Chaplin Carolyn Wilson.

2. Disclosure that local media has been informed of meeting pursuant to South Carolina Freedom of Information Act: Mayor McMillan stated the local media had been contacted regarding the time, date, and place of the regular scheduled meeting for July 14, 2015.

Mayor McMillan noted Executive Session would be added to the Agenda.

3. Approval Of Agenda: Council Member Wilson made a motion to accept the agenda as presented. Council Member Schiavo seconded the motion. The motion was passed.

4. Consent Agenda:

- (a) Approval of Minutes June 9, 2015 – Library Meeting
- (b) Approval of Minutes June 9, 2015 – Budget Meeting
- (c) Approval of Minutes June 9, 2015 – City Council Meeting
- (d) Approval of Minutes June 23, 2015–Special City Council Meeting
- (e) Approval of Minutes June 30, 2015-Special City Council Meeting
- (f) Approval of Monthly bills

Page Two
Minutes - City Council Meeting
Tuesday, July 14, 2015

Council Member Sanders made a motion to accept the Consent Agenda. Council Member Wilson seconded the motion. The motion was approved.

5. **Executive Session:** Contractual Matter: Council Member Wilson made a motion to go into Executive Session. Council Member Sanders seconded the motion.

6. **Return To Open Session:** Mayor Pro Tem Phillips made a motion to Return To Open Session. Council Member Sanders seconded the motion. The meeting resumed with no action taken.

7. **Old Business:** Council Member Davis stated Mullins Jag was never on the budget and had not requested any money for the program.

8. **New Business:**

(a) **Consideration of award of contract for renovations to the Mullins Library to be funded by Marion County one cent sales tax**

City Administrator Hudspeth stated the Library project is underway. There is a shortage on the funding for the project. \$241,000.00 is available for work and \$56,000.00 has already been spent. \$185,000.00 remains for funding. An application will be made to the Healthcare Foundation in August but there is no guarantee for the funding. \$34,720.00 additional funding will be needed to finish the project. If the work is completed before the grants are applied for there will be no guarantee for repayment of the project. Mayor Pro Tem Phillips made a motion for the City to fund the remaining cost of the project. Council Member Sanders seconded the motion.

(b) **Consideration of proposed travel policy for the Mayor and City Council**

City Administrator Hudspeth stated the travel policy was included in the packets. Hudspeth noted this applied to travel outside of the City limits. Council Members and Mayor can only be reimbursed for actual expenses and cannot be given a per diem. Mayor Pro Tem Phillips stated she had no problems as long as the policy was within the guidelines of MASC. Bill Taylor with MASC stated the policy was in compliance with MASC. Council Member Schiavo made a motion to accept the travel policy for Mayor and City Council. Mayor Pro Tem Phillips seconded the motion. The motion was accepted.

(c) **Consideration of draft job descriptions for City employees**

Page Two
Minutes - City Council Meeting
Tuesday, July 14, 2015

City Administrator Hudspeth stated the City does not have job descriptions for employees. Hudspeth stated he had spoken with someone from the Archer Company and they have presented him with basic job descriptions for employees. Hudspeth stated he would like to have each employee to review their job descriptions before they are adopted. Mayor McMillan asked that each Committee review the Departmental job descriptions before they are adopted. Council Member Wilson asked if the City could not develop their own job descriptions along with Department Heads. Hudspeth stated those changes would be included before they are voted on. Hudspeth stated he would continue to work with Department Heads over the next few months. Council Member Wilson stated she would like to see each job description before they are voted on.

9. **Committee Reports:** Mayor McMillan recognized City Administrator Hudspeth. Hudspeth stated Gapway Park is underway. The lighting and basketball courts have been completed. The bathroom at Dogwood Park is almost complete, the Signs are up and the lights will be installed next week. Council Member Davis asked who would be responsible for the upkeep of the Park. Hudspeth stated the Recreation Department would be responsible for the upkeep.

Hudspeth stated the HVAC has been installed at the 2nd Fire Station. Hudspeth asked if a ribbon cutting could be scheduled. Council Member Sanders asked that we wait until everything is complete. Council Member Davis stated she would like Mullins High School ROTC to be involved in the celebration.

Council Member Davis stated she had spoken with Code Enforcement Officer Eddie Edwards and he stated the County was not accepting any animals at this time. Hudspeth stated he had the same conversation with Edwards and he would be speaking with the County Administrator to see what the situation was.

Davis also stated there is a rat problem within the City. Hudspeth noted he would look into the situation.

Mayor McMillan stated there would be a ribbon cutting at FDTC on August 5th at 11:00 AM. Davis stated everyone should attend. Mayor McMillan also stated people 65 years and older can attend for free.

Council Member Sanders asked when the street in front of SoPakCo will be paved. Hudspeth stated the CFund Committee will be meeting tomorrow night but some of the projects are in jeopardy of getting completed this year. Sanders asked who owned the property where the

Page Three
Minutes - City Council Meeting
Tuesday, July 14, 2015

employees are taking their breaks. Mayor McMillan stated St. Paul owned the property. Sanders suggested the City provide them with trash cans and chairs for that area.

Sanders also stated the people going in to SoPakCo to do work were not treated fairly by a Police Officer. Mayor McMillan stated the complaint had been addressed.

10. Comments:

(a) Stephen Stephens – Eastern Carolina Homelessness Organization

Mayor McMillan recognized Stephen Stephens. Mr. Stephens gave a description of the services provided to Veteran's. The SSVF program provides financial assistance for housing which include: utilities, rent, clothing, and training for employment. Mr. Stephens asked everyone to please call if they know any Veteran's that are in need of these services.

Council Member Wilson asked about the Capital Sales Tax – Fire Station. Hudspeth stated he met with someone that showed where the best place would be to place a Fire Station. Hudspeth stated he would present that when Council was ready.

Council Member Davis stated someone should respond to a letter that was sent out in reference to the Latson property. Hudspeth stated he would take care of the letter. Davis stated there was money to fix the property back in the 80's but the City sent the money back to the State.

11. Adjournment: Council Member Wilson made a motion to adjourn. Council Member Davis seconded the motion. The meeting concluded at 7:05 PM.

William L. McMillan
Mayor

Attest:

Felicia S. Turner
City Clerk