

**CITY OF MULLINS
ORDINANCE #18-005**

**AN ORDINANCE TO DELEGATE CERTAIN AUTHORITY OF COUNCIL AND COUNCIL COMMITTEES
REGARDING DEPARTMENT CONTROL AND PERSONNEL ACTIONS TO DEPARTMENT HEADS
AND CITY ADMINISTRATOR**

WHEREAS; the City Code currently establishes that either the full Council or certain Council Committees shall have direct control and management of the department and the members thereof; and

WHEREAS; the City Code currently establishes that the employment , discharge, promotion, demotion and all matters of discipline pertaining to the department and the members thereof shall be exclusive right and duty of Council, and;

WHEREAS; each Council Committee and the Council as a whole have determined that it is appropriate for Council and/or their committees to delegate certain authority to the Department Heads and City Administrator, and;

NOW THEREFORE, BE IT RESOLVED; by the City of Mullins, that the following guidelines are approved for implementation, and that nothing contained within shall diminish or negate the ability of City Council to exercise their authority provided within the ordinance.

Section 1

All ordinances included in the City Code of Mullins enacted before August 1, 2018, that are recognized and continued in force by reference therein, are repealed.
Code 1996 2.40.30, Code 1996 2.44.02, Code 1996 2.48.04, Code 1996 2.52.04

Section 2

The repeal provided for in Section 1 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 3

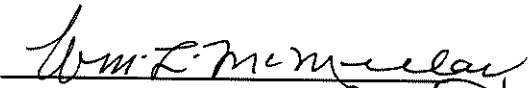
Power over terminations and any creation of positions shall remain under the exclusive power of Council. Staff may recommend to Council, but Council shall be required to approve such actions within their respective committees.

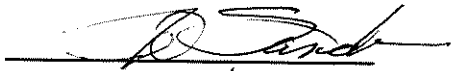
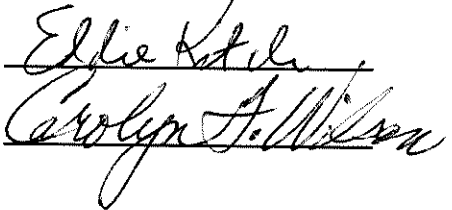
Section 4


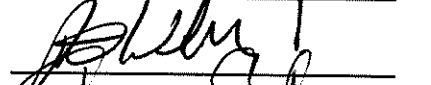
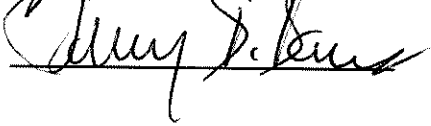
Hiring of all positions and any discipline resulting in (a) any demotion of position or (b) suspension with or without pay may be enacted by the department head or supervisor with the approval of the City Administrator. Any such action shall be reported to the committee chair immediately. The action shall also be reported either to City Council at the next meeting or to the responsible Council Committee at the next called meeting.

Section 5

Discipline including verbal or written reprimands and any resulting penalties such as loss of leave time, loss of vehicle privileges, changes to work schedule, reassignments, or other penalties, up to demotion or suspension, may be enacted by the department heads or supervisors with the approval of the City Administrator.

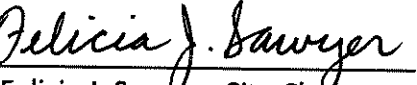

William L. McMillan, Mayor


Eddie K. Kite

Carolyn A. Wilson


Bob Phillips

Shelby

Amy S. Lewis

Introduction: 7/31/18
2nd Reading: 8/14/18

APPROVED AS TO FORM

Robert Corley, City Attorney

Felicia J. Sawyer, City Clerk

**Minutes
Special City Council Meeting
Tuesday, July 31, 2018**

The Special Meeting of Mullins City Council was held Tuesday, July 31, 2018 at 5:30 P.M. in the Raymond Pridgen Auditorium. The following were notified of the time, date, and place of the meeting: Mayor, City Council, the City Staff, and the press. Present at the meeting were the following: Mayor Bo McMillan, Mayor Pro Tem Phillips, Council Members Carolyn Wilson, Robert Woodbury, Terry Davis, Jo Sanders, Eddie Kitchen, City Attorney Robert Corley, Interim City Administrator Holly Jackson, Police Chief Michael Bethea, Mike Hartson, Alex Wilkinson, and Roger Taylor.

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

Pledge of Allegiance: Roger Taylor gave the Pledge of Allegiance.

Invocation: Council Member Robert Woodbury gave the invocation.

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 Special Council Meeting for July 31, 2018.

3. Executive Session: Re: Court / Personnel

Council Member Davis made a motion to go into Executive Session. Council Member Kitchen seconded the motion.

4. Return to Open Session: Council Member Davis made a motion to Return to Open Session. Council Member Kitchen seconded the motion to Return to Open Session. Mayor McMillan stated there was no action taken.

Council Member Davis asked about maintenance at the Seaboard Park. There was discussion of maybe hiring another employee for Recreation. Recreation Director Allen Floyd has been asked to attend the next Council Meeting.

Mayor McMillan stated Congressman Rice will be at the Gapway Park Picnic Shelter distributing school supplies on Friday at 11:00.

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Council Member Wilson stated Prayer in the Square will be held on 9/11/18. Police Chief Mike Bethea, Fire Chief Robert Stetson, Sheriff Brian Wallace and the Veteran's Affairs will be there to commemorate 9/11.

Mayor McMillan stated Street Department employee John Roberts will be retiring after 45 years of service. He will be honored at the Annual Christmas Luncheon.

5. New Business:

- (a) 1st Reading of Ordinance #18-005, ORDINANCE #18-005 AN ORDINANCE TO DELEGATE CERTAIN AUTHORITY OF COUNCIL AND COUNCIL COMMITTEES REGARDING DEPARTMENT CONTROL AND PERSONNEL ACTIONS TO DEPARTMENT HEADS AND CITY ADMINISTRATOR

Council Member Wilson made a motion to accept the 1st Reading of Ordinance #18-005, ORDINANCE #18-005 AN ORDINANCE TO DELEGATE CERTAIN AUTHORITY OF COUNCIL AND COUNCIL COMMITTEES REGARDING DEPARTMENT CONTROL AND PERSONNEL ACTIONS TO DEPARTMENT HEADS AND CITY ADMINISTRATOR with some changes to the wording of the ordinance. Mayor Pro Tem Phillips seconded the motion.

- (b) 1st Reading of Ordinance #18-006, ORDINANCE #18-006 AN ORDINANCE TO CREATE, RENEW, and AMEND EXISTING POLICY MANUALS FOR ALL CITY DEPARTMENTS

Council Member Kitchen made a motion to accept the 1st Reading of Ordinance #18-006, ORDINANCE #18-006 AN ORDINANCE TO CREATE, RENEW, and AMEND EXISTING POLICY MANUALS FOR ALL CITY DEPARTMENTS with changes to the wording of the document. Council Member Woodbury seconded the motion.

- (c) Heat Pump For City Hall

Interim City Administrator Jackson stated this issue has been taken care of.

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6. Adjournment:

Council Member Wilson made a motion to adjourn. Council Member Davis seconded the motion.

William L. McMillan
Mayor

ATTEST:

Felicia J. Sawyer
City Clerk

**Minutes
City Council Meeting
Tuesday, August 14, 2018**

The regular monthly meeting of the Mullins City Council was held Tuesday, August 14, 2018 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: Eddie Kitchen, Jo Sanders, Carolyn Wilson, Robert Woodbury, City Attorney Robert Corley, Interim City Administrator Holly Jackson, Police Chief Mike Bethea, Street Supervisor Tarus Gilchrist, Captain Phil Mostowski, Recreation Director Allen Floyd, Mr. Joseph Butler, Ewayne Floyd, Timmy Smith, Public Access TV, and many others.

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

Mr. Joseph Butler led everyone in the Pledge of Allegiance.

Invocation: The invocation was given by Council Member Robert Woodbury.

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 August 14, 2018.

3. Approval of Agenda: Council Member Wilson made a motion for the Approval of Agenda as presented. Council Member Kitchen seconded the motion.

4. Consent Agenda:

- (a) Approval of Minutes – July 10, 2018 – City Council Meeting
- (b) Approval of Minutes – July 24, 2018 – Court Committee Meeting
- (c) Approval of Minutes – July 31, 2018 – Administrative Committee Meeting
- (d) Approval of Minutes – July 31, 2018 – Special City Council Meeting
- (e) Approval of Minutes – July 31, 2018 – Police Committee Meeting
- (f) Approval of Minutes – August 6, 2018 – Special City Council Meeting

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Council Member Sanders made a motion to approve the consent agenda. Council Member Woodbury seconded the motion.

5. Old Business

- (a)** 2nd Reading of Ordinance #18-005, AN ORDINANCE TO DELEGATE CERTAIN AUTHORITY OF COUNCIL AND COUNCIL COMMITTEES REGARDING DEPARTMENT CONTROL AND PERSONNEL ACTIONS TO DEPARTMENT HEADS AND CITY ADMINISTRATOR

After a brief explanation of the ordinance from Captain Mostowski, Council Member Sanders made a motion to accept the 2nd Reading of Ordinance #18-005, AN ORDINANCE TO DELEGATE CERTAIN AUTHORITY OF COUNCIL AND COUNCIL COMMITTEES REGARDING DEPARTMENT CONTROL AND PERSONNEL ACTIONS TO DEPARTMENT HEADS AND CITY ADMINISTRATOR. Council Member Woodbury seconded the motion.

- (b)** 2nd Reading of Ordinance #18-006, AN ORDINANCE TO CREATE, RENEW, and AMEND EXISTING POLICY MANUALS FOR ALL CITY DEPARTMENTS

Council Member Davis made a motion to accept the 2nd Reading of Ordinance #18-006, AN ORDINANCE TO CREATE, RENEW, and AMEND EXISTING POLICY MANUALS FOR ALL CITY DEPARTMENTS. Council Member Woodbury seconded the motion.

- (c)** Appointment of Planning & Zoning Committees

Mayor McMillan stated this item would be tabled until further notice.

6. New Business:

- (a)** Resolution #18-007, "A RESOLUTION DESIGNATING THE CITY HALL PARKING AREA AS A SITE OF A PUBLIC FESTIVAL OR SPECIAL EVENT AT WHICH ALCOHOLIC BEVERAGES MAY BE CONSUMED."

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After a brief explanation of the resolution from Captain Mostowski, Council Member Sanders made a motion to accept Resolution 18-007. Council Member Kitchen seconded the motion. Council Member Woodbury stated nay.

- (b) Recognition of John Roberts for his years of service to the City of Mullins

Mayor McMillan stated John Roberts has been employed with the City for 44 years. Street Supervisor Taurus Gilchrist accepted a cake honoring John Roberts.

7. Committee Reports:

Administration – Mayor Pro Tem Pat Phillips
Police – Council Member Eddie Kitchen
Fire – Council Member Terry Davis
Recreation – Council Member Carolyn Wilson
Street/Sanitation - Council Member Robert Woodbury
Finance – Council Member Jo Sanders

Council Member Wilson recognized Recreation Director Allen Floyd. Floyd stated the baseball and softball season has been completed. The County has approved projects for Capital Sales Tax. Those projects included the Park Street gym and Tennis Courts on Gapway Street.

Floyd stated there will be a bid opening for a football scoreboard on Wednesday at 2:00 PM.

The fans have been installed in the Park Street gym.

Davis stated her concerns:

- Maintenance on Dogwood Park
- Track on Dogwood not being maintained
- People tearing down basketball nets

Floyd stated he had sprayed the track for 2 hours and weedeated last week. Davis asked could the track be asphalted. Davis also asked if a person could be hired to maintain the grass.

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Mayor Pro Tem stated the Street/Maintenance Department takes care of Marion and Cooper Street.

Floyd stated Football/Soccer/Cheerleading will start next week.

Floyd thanked Council for their support

Council Member Sanders stated Dr. Falk mentioned the drainage problem around his office and throughout town. No funds have been allocated for the drainage behind his office. He does not own that property.

Council Member Sanders asked if the cemetery has been mowed. Gilchrist stated yes. Gilchrist also stated RJ Corman has been contacted concerning the railroad. New crossing have also been installed.

Council Member Davis stated if the railroad crossing near Troy's Funeral Home would be maintained it would help the drainage problem in that area.

Mayor Pro Tem Phillips asked if there is an employee that picks up litter in the City. Gilchrist stated that position was eliminated years ago.

8. Comments:

9. Adjournment:

Council Member Woodbury made a motion to adjourn. Council Member Davis seconded the motion.

William L. McMillan
Mayor

ATTEST:

Felicia J. Sawyer