

CITY OF MULLINS

151 E. Front Street
P. O. Drawer 408
Mullins, South Carolina 29574



PHONE: (843) 464-9583
FAX: (843) 464-5202

Special City Council Meeting Raymond Pridgen Auditorium Tuesday, July 31, 2018 5:30 PM

A G E N D A

1. **Call Meeting to Order & Welcome:** Mayor McMillan
Pledge of Allegiance:
Invocation:
2. **Disclosure that local media has been informed of meeting pursuant to South Carolina Freedom of Information Act:**
3. **Executive Session: Re: Court / Personnel**
4. **Return to Open Session**
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
 - (b) 1st Reading of Ordinance #18-006, ORDINANCE #18-006 AN ORDINANCE TO CREATE, RENEW, and AMEND EXISTING POLICY MANUALS FOR ALL CITY DEPARTMENTS
 - (c) Heat Pump For City Hall
6. **Adjournment:**

**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Code of Mullins enacted before August 1, 2018, that are recognized and continued in force by reference therein, are repealed.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repeal provided for in Section 1 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.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.

WHEELER ELECTRIC SERVICE, INC.

Air Conditioning - Heating
 116 Mayers St. P.O. Box 643
 MULLINS, SOUTH CAROLINA 29574
 (843) 464-9781

PROPOSAL SUBMITTED TO <i>CITY OF Mullins</i>		PHONE	DATE
STREET <i>E. FRONT ST</i>		JOB NAME	
CITY, STATE and ZIP CODE <i>Mullins S.C. 29574</i>		JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

*1- Trane 3TON SPLIT heat pump
 changeout
 New PAN New T-STAT
 Kitchen Area*

*WARRANTY Commercial - 1 year parts
 1-year LABOR
 5-YEARS COMPRESSOR*

Tax Included

We propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Six Thousand Six hundred & no/100 dollars (\$ *6600*).

Payment to be made as follows:

1/2 DOWN Balance upon completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature

[Signature]

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____

Proposal

Page No. _____

of _____

Pages _____

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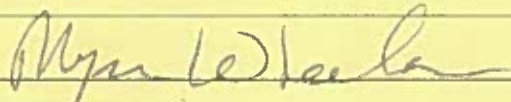
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1/2 DOWN BALANCE UPON COMPLETION

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

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Signature _____

Date of Acceptance: _____

Signature _____