

Chester City Council Meeting
March 25, 2019, 6:30 pm
Minutes

PRESENT: Mayor George Caldwell; Council Members Angela Douglas, Betty Bagley, William Killian, Linda Tinker, Annie M. Reid and Susan Kovas; City Attorney Edwards; City Administrator Jackson; HR Director Carla Roof.

ABSENT: Councilman Carlos Williams and Councilman William King.

Call to Order: Mayor Caldwell called the meeting to order at 6:30 pm.

Prayer: Mayor Caldwell led in prayer.

Pledge of Allegiance: Mayor and Council recited the Pledge of Allegiance.

Ken Lebbon – Spoke in opposition of the DataMax collections for the City of Chester.

Mary Petrou- Spoke in opposition of the DataMax collections for the City of Chester.

John Martin – Genes Restaurant, requested that Council do away with DataMax. Spoke in opposition of the DataMax.

James Baker- Spoke in opposition of the DataMax collections.

Mike Shaffer – No Comment

Rusty Darby – Lives in Chester County. Spoke in opposition of the DataMax collections.

Bernard Heath – Spoke to Council concerning the young kids of Chester. They do not have an outlet and we need to build something for kids in Chester.

William King – Spoke for the implementation of the DataMax collections. We are missing a lot of revenue in our city. Mr. King stated that he is for DataMax, to collect taxes in the City of Chester. Mr. Kings stated that some of the Council Members are for election and don't let a little bit of people convince you otherwise. It is left up to you how you vote. Mr. King stated that Chester is his home.

Councilwoman Tinker stated that she is against DataMax. City Attorney Edwards informed Councilwoman Tinker she was not at liberty to respond.

Departmental Reports

Administrative

Years of Service - Mr. Ronnie Wright, 25 years Public Works Department, Mr. J.P. McNeil, 5 years Fire Department, Ray Dotson 5 years Fire Department, Anita Springs, 5 years Summer Feeding Program.

Employee of the Month – Mr. David Ford, Public Works Department.

Bids – Roof Replacement and Structural Repairs to City Hall – The bidding process for the roof replacement and structural repairs for City Hall is currently in place. The bidding process closes on April 26, 2019, and the bid award will be May 3, 2019.

Tornado Sirens test in the City – EMA stated the test went well and the City goes above and beyond to notify the citizens of the city.

Free Breast and Cervical Cancer Screening by MUSC, Clemson and SC Best Change Network Program – Mrs. Jackson informed Council this opportunity will take place on April 18, 2019, 8 am to 3 pm, 139 Cadz Street. No objection from Council.

Budget Calendar – Mrs. Jackson reviewed the calendar with Council and indicated we are currently on schedule with the Budget Calendar.

Finance – Setoff Debt – Finance Director Jerry Baker – Mr. Baker provided Council with an update on Setoff debt municipal court. The Finance Department sent out 210 letters and has received \$5200.53 in collections.

Fire –no report

Human Resources – no comments

Police Department - no comments

Public Works – Reggie McBeth – April 20, 2019, 9 am to 2 pm, Earth Day located in the backlot. We will continue to clean up the city. We will have two trailers for tires and TV's. There will be one trip per household and this will be checked.

Recreation – no comment

Councilwoman Tinker motion to approve as presented. Councilwoman Bagley seconded the motion. The motion carried unanimously.

Committee Reports

Finance – no report

Properties – no report

Public Safety – no report

Public Works – no report

Recreation – no report

Councilwoman Kovas made a motion to approve as presented. Mayor Pro Tempore Reid seconded the motion. The motion carried unanimously.

Commission Reports

Evergreen Cemetery – Mrs. Jackson informed Council that ECC has met and requested that Mrs. Jackson receive estimates for gates and fencing at the Evergreen Cemetery Commission. The estimates will exceed the one cent sales tax line item. The Commission will revisit this item and will bring back to Council later.

Historic Preservation Commission minutes have not been approved by the Commission, so the minutes need to be deferred to another meeting.

Planning – no report

ZBA – no report

Housing Authority – Councilwoman Douglas informed Council to get an update on the Housing Authority plan, you can go to their website. Tinker motion to approve as presented. Kovas seconded the motion. The motion carried unanimously.

Ad-Hoc Committee Report

Kitchen Committee – Councilwoman Kovas stated the Kitchen was unable to open because the occupancy did not have the number on it. Mr. McBeth stated this will be handled tomorrow. A maximum of 299 occupancy on both sides of the building.

Requested to change name to Chester Regional Agricultural Center. There will be six classes for the farmers. In the MOU we called for the advisory board, we need to come up with recommendations for the advisory board. The MOU needs to be reviewed, it is coming up on one year.

Economic Development – no report.

Mayor Pro Tempore Reid made a motion to approve as presented. Councilwoman Tinker seconded the motion. The motion carried unanimously.

Unfinished business

DataMax – Councilwoman Kovas stated that she feels there are some good points. Councilwoman Kovas made a motion to withdraw from the DataMax contract. Councilwoman Tinker seconded the motion. Discussion took place concerning the document and the withdrawal of the contract. Mrs. Jackson stated that they have not contacted any businesses yet. Most of these businesses are paying in other counties and not paying for licenses in the City of Chester. For the record, there could be 97,000.00 plus dollars that will come into this city with the DataMax Program. Mrs. Jackson stated that she has contacted the MASC about DataMax and where other cities are collecting. Yes, this is nothing strange, there are two other companies that are doing this as well. My responsibility in my job, is to bring resources to the

Council. I will continue to do that. People who are coming into our city, they will be required to pay a business license. The larger the company, the larger the fee. This is being done in other Municipalities. Mr. Baker stated that he contacted 5 other municipalities who are doing this. It only effects the people who come in to the city. Much discussion took place. Mayor Por Tempore Reid stated that we should have DataMax come in to have a forum where DataMax can explain and give the businesses an opportunity to ask questions. Councilwoman Douglas stated that our business owners pay a business license tax and other people are not. With much discussion, Let's put them on hold and have DataMax do an open forum as soon as possible. Work session for the citizens to come in and talk with DataMax. Councilwoman Kovas withdraw her motion. Councilwoman Tinker withdrew her second to the motion.

MOU - Catawba Brownfield Coalition Assessment Program – Administrator Jackson reviewed the MOU with Council. After review, councilwoman Douglas made a motion to approve as presented. Councilman Killian seconded the motion. The motion carried unanimously.

Safe Passage – Councilwoman Douglas apologized that she did not place this item on the finance committee agenda. This will be added to the next agenda for Finance to discuss.

New Business

Light if up Blue will be held next Tuesday, April 2, 2019, 5 pm to 9 pm. Please wear all blue.

Resolution – Councilwoman Kovas made a motion to approve Resolution 2019-03, Travel Policy as presented. Councilwoman Douglas seconded the motion. After discussion, the motion carried unanimously.



2019-03

**A RESOLUTION TO AMEND THE CITY OF CHESTER PERSONNEL POLICY AND PROCEDURE
MANUAL FOR THE
CITY OF CHESTER AS AMENDED**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHESTER, SOUTH CAROLINA, IN
MEETING DULY ASSEMBLED:

WHEREAS, the City of Chester adopted a Personnel Policy and Procedures Manual on February 8, 2016; and

WHEREAS, Council finds the Personnel Policy and Procedure Manual will provide employees an efficient and comprehensive guide to the policies of the City of Chester with regard to employment; and

WHEREAS, policy number 14.01 – Travel, section 1. Policy Statement be amended to read as follows:

1. Policy Statement

Meals may be reimbursed for actual expenditures incurred up to the State's meal allowance.

The City Administrator or her designee must approve or reject all requests received from Department Heads, either for their own travel or on behalf of their employees. Approval for the travel must be obtained in advance of the travel and reimbursement may be denied if prior approval is not obtained. A copy of the meeting agenda, training agenda, seminar agenda or other appropriate documentation must be attached to all requests. Requests must be submitted to the Finance Department through the respective department head for approval not less than seven (7) working days prior to the scheduled time of departure. The City Administrator may authorize advanced funding for approved travel subject to strict accountability. Per Diem authorized will be paid at the most recently published IRS rate minus meals provided. Original receipts must be attached within 5 working days of return for reimbursement not to exceed the most recent published IRS rate.

Travel by public conveyance, whether it be by air, rail, bus or other mode of public transportation must be accomplished by the employee in the most cost-efficient manner available which best serves the financial interests of the City. When public transportation is used, expenses for local transportation such as taxicabs and bus fare will be allowed wherever such transportation is necessary for the conduct of business.

Generally, overnight travel is not allowed for destinations within a 50-mile radius of the employee's normal work location. When lodging is required, employees are expected to utilize standard, medium-priced hotels and motels wherever possible. Spouse and family member costs must be borne by the employee.

Incidentals will be at the expense of the employee.

NOW, THEREFORE, BE IT RESOLVED that the City of Chester Policy and Procedure Manual is hereby approved as amended and shall supersede all other City like policies before it.

DONE IN MEETING DULY ASSEMBLED, this 25th, day of March 2019.

George W. Caldwell, Mayor

ATTEST:

Carla Roof, Municipal Clerk

Rules and Procedures Mayor and Council Travel – Administrator Jackson presented the proposed recommendations for Council to review. This will be presented as an ordinance at the next meeting for first reading. Councilman Killian requested Council table this item and bring back to the next meeting with a Council with an ordinance.

Executive Session

Councilwoman Tinker made a motion to go into Executive Session at 7:45 pm, for discussion of a Contractual Matter – Review of Contract, City Administrator and Legal Matter – Economic Development – Joe Collins Stadium. Councilman Killian seconded the motion. The motion carried with Caldwell and Douglas opposing.

Councilwoman Bagley made a motion to reconvene from Executive Session at 8:32 pm. Councilman Killian seconded the motion. The motion carried unanimously. While in Executive Session, Council discussed a Contractual Matter – Review of Contract, City Administrator and Legal Matter – Economic Development – Joe Collins Stadium. No action was taken.

With no further business, Councilwoman Bagley made a motion to adjourn. Councilman Killian seconded the motion. The meeting adjourned at 8:35 pm.

Respectfully submitted,

Carla Roof