

# TOWN OF DUNCAN

## Regular Scheduled Council Meeting Minutes

Tuesday June 8, 2021 6:00 PM

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### MINUTES

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The Council Meeting was called to order by Mayor Rog Rogers at 6:00 p.m. A roll call was given and present at call was Councilmember Calvin Cowen, Councilmember James Waddell, Councilmember Shirley Clopton, Councilmember Greg Rensberger and Mayor Rog Rogers. Also present at Call was Fire Chief Barry Frost, Police Chief Chris Miller and Town Administrator Cameron Fant.

In compliance with the Freedom of Information Act, notice of this meeting was submitted by e-mail to the Spartanburg Herald-Journal and the Greer Citizen on June 7, 2021. The agenda was posted on the front door of the Duncan Police Department and Town Hall on June 7, 2021. The agenda was also uploaded to the Town of Duncan Website on June 7, 2021. Included on the agenda was the toll-free call-in number and a statement encouraging people to attend the meeting via the toll-free call-in number because of the impact of COVID-19.

Next Councilmember Greg Rensberger led the Invocation and Mayor Rogers led the Pledge of Allegiance.

Next at 6:08 p.m. Mayor Rogers opened the Floor of the Public Hearing of Ordinance No. 20210511-02, an Ordinance Relating to the Fiscal Affairs of the Town of Duncan, South Carolina making Appropriations Therefore, Levying Taxes, and to Provide for and Effective Date July 1 2021 thru June 30 2022; and Other Matters Related Thereto. No one from the Public took the Floor. At approximately 6:11 p.m. Mayor Rogers closed the Public Hearing.

After that Mayor Rog Rogers asked for a Motion to approve the minutes from the regular scheduled Council Meeting held on May 11, 2021. A Motion was made by Councilmember Clopton and her Motion was followed by a Second from Councilmember Rensberger. The Vote to approve the Minutes from the May 11, 2021 regular scheduled council meeting passed 5-0.

The Police Department report was given by Chief Miller. Miller told Council to reference the police report included in the meeting package. Miller then went thru a couple highlights on the report. Then Chief Miller reminded Council about National Night Out coming up on August 3<sup>rd</sup>. After that Miller answered a couple various questions from Council.

The Fire Department report was given by Chief Frost. Frost told Council to reference the fire report included in the meeting package. Frost then went thru a couple highlights on the report. After that Frost answered a couple various questions from Council.

Town Administrator Cameron Fant took the Floor to give the Public Works update. Fant went thru a list of items the department had been working on. Fant then went thru a list of to do items the department would be working on next month. Fant told Council to let him know of any issues around town that needed the public works department to fix. After that Fant answered a couple questions from Council.

Next Town Administrator Cameron Fant took the Floor and went thru the Parks report. Fant told Council to mark on their calendars Friday July 2<sup>nd</sup> at 7:00. Fant said this would be the Star-Spangled Splash event that would end with big fireworks show. Then Fant went thru the other events that would take place at Shipwreck Cove and the Event Center. Fant updated Council on the event center bookings and other waterpark items. Finally, Fant answered a couple various questions from Council.

Next Mayor Rogers called Town Administrator Cam Fant to the Floor for the Second and Final Reading of Ordinance No. 20210511-02, an Ordinance Relating to the Fiscal Affairs of the Town of Duncan, South Carolina making Appropriations Therefore, Levying Taxes, and to Provide for and Effective Date July 1 2021 thru June 30 2022; and Other Matters Related Thereto. Fant took the Floor and reminded Council how the budgeting process worked. Fant reminded Council from the last meeting he had gotten all the numbers back from the various department heads and compiled them into the first pass of the budget. Fant reminded Council that during the first pass the expenses exceeded the revenues by a little over \$300,000. Fant said he had gone back to the department heads and trimmed the fat out of the budget and he is presenting Council today with a balanced budget for the Second Reading. Next Fant went into detail about the budget and then Fant answered various questions from Council. Next Mayor Rogers asked for a Motion to Approve the Second Reading of Ordinance No. 20210511-02. A Motion was made by Councilmember Cowen and his Motion was followed by a Second from Councilmember Clopton. The Vote to Approve Ordinance No. 20210511-02, an Ordinance Relating to the Fiscal Affairs of the Town of Duncan, South Carolina making Appropriations Therefore, Levying Taxes, and to Provide for and Effective Date July 1 2021 thru June 30 2022; and Other Matters Related Thereto passed 5-0.

Next Mayor Rogers called Town Administrator Cam Fant to the Floor for the Second and Final Reading of Ordinance No. 20210511-03, an Ordinance to Amend Ordinance No. 20200512-2 Relating to the Fiscal Affairs of the Town of Duncan, South Carolina making Appropriations Therefore, Levying Taxes, and to Provide for and Effective Date July 1 2020 thru June 30 2021; and Other Matters Related Thereto. Fant took the Floor and reminded Council that it was

common for municipalities to amend their budget to reflect unexpected revenues or expenses. Fant said that we had typically been amending the budget toward the end of the fiscal year. Fant said we are amending this year's budget to show additional property tax revenue and that we would allocate those revenues to several different expense accounts that went over the budgeted amounts. After that Fant answered a couple various questions from Council. Then Mayor Rogers asked for a Motion to Approve the First Reading of Ordinance No. 20210511-03. A Motion was made by Councilmember Waddell and his Motion was followed by a Second from Councilmember Clopton. The Vote to Approve Ordinance No. 20210511-03, an Ordinance to Amend Ordinance No. 20200512-2 Relating to the Fiscal Affairs of the Town of Duncan, South Carolina making Appropriations Therefore, Levying Taxes, and to Provide for and Effective Date July 1 2020 thru June 30 2021; and Other Matters Related Thereto passed 5-0.

After that Mayor Rogers called Town Administrator Cam Fant to the Floor for Resolution # R-20210608-1, a Resolution to allow the Town Administrator to enter into an Agreement with B&H Acoustics Inc to build and install 16 sound panels inside the Event Center at a cost not to exceed \$9,995. Fant took the Floor and reminded Council about the sound in the Event Center. Fant told Council they could tell how bad the sound quality in the Event Center was by how hard it was to hear during the council meeting. Fant said he had asked several companies to come out and give a quote but only two come out because they were all so busy. Fant said of the two that come out only one gave a quote. Fant said that B&H Acoustics was going to install 16 sound panels around the event center and that would dramatically help the sound quality. After that Fant answered a couple various questions from Council. Next Mayor Rogers asked for a Motion to approve Resolution # R-20210608-1. A Motion was made by Councilmember Cowen and his Motion was followed by a Second from Councilmember Clopton. The vote to approve Resolution # R-20210608-1, a Resolution to allow the Town Administrator to enter into an Agreement with B&H Acoustics Inc to build and install 16 sound panels inside the Event Center at a cost not to exceed \$9,995 passed 5-0.

After that Mayor Rogers called Town Administrator Cam Fant to the Floor for Resolution # R-20210608-2, a Resolution to allow the Town Administrator to enter into a Purchase Agreement with SiteOne Landscape Supply to purchase a Perma Green Spreader/Sprayer at a cost not to exceed \$9,500. Fant took the Floor and told Council that the what was needed to help get our grass at the event center, waterpark and around town to the next level was a sprayer/spreader. Fant said that this equipment would drastically improve the color of our grass and help us prevent weeds an unwanted grass year-round. Fant said that Tyler had one of these in his previous job and couldn't say enough about the benefit it brings. Fant said this would take some of the pressure off our mowers and mowing. Fant said we would pay for this thru a combination of waterpark, local A&H and public works monies. After that Fant answered a couple various questions from Council. Next Mayor Rogers asked for a Motion to approve

Resolution # R-20210608-2. A Motion was made by Councilmember Rensberger and his Motion was followed by a Second from Councilmember Clopton. The vote to approve Resolution # R-20210608-2, a Resolution to allow the Town Administrator to enter into a Purchase Agreement with SiteOne Landscape Supply to purchase a Perma Green Spreader/Sprayer at a cost not to exceed \$9,500 passed 5-0.

Next Mayor Rog Rogers opened the Floor for the Mayor and Council Update. Councilmember Clopton took the Floor and asked about the Sports Bar coming to the old Demetris building. Chief Frost told her he heard it was coming but wasn't aware of an opening date.

Next Zoning Administrator Barry Frost took the Floor and gave an update on industrial, residential and commercial development. Frost told Council that we would have to have a special call meeting before July for an annexation and IRA Agreement.

Next Fant took the Floor to give his Administrative Update. Fant updated Council on the town audit and the Federal COVID monies for municipalities. Fant also told Council that Frank Fuller had been voted to be the vice president for SCLEVA. Fant then gave an update on the Hwy 290 project from the SCDOT as well as the C Fund road improvement monies.

Next Fant took the Floor and gave the Financial Update thru May 2021. Fant told Council he forgot to leave a copy of the budget for everyone but would email it out when he got back. Then Fant went thru the budget, cash balances and loan balance worksheets. Fant then answered a couple various questions from Council.

At approximately 7:53 p.m. Mayor Rogers asked for a Motion to close the meeting. A Motion to close the meeting was made by Councilmember Waddell. His Motion was Seconded by Councilmember Clopton. The Vote to close the meeting passed 5-0.

Approved by Council this \_\_\_\_\_ day of \_\_\_\_\_, 2021

By:

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Mayor Clyde "Rog" Rogers

Attest \_\_\_\_\_

Clerk to Council, Melody Millwood