City of Pickens Work Session, Committee of the Whole Meeting
February 26, 2024
6:00 P.M.

The Mayor and City Council met in a work session as the committee of the whole in Council Chambers at City Hall 219 Pendleton Street, Pickens S.C. Agendas were posted and sent to media on February 22, 2024.

Council Members in attendance:
Mayor, Isaiah Scipio
Council Member & Mayor Pro-Tem, Danny Adams
Council Member, Cameron Rivers
Council Member, Floyd Rogers
Council Member Robert Nealy
Council Member, Allie Winter

Staff:
Administrator, Tim O'Briant
Police Chief, Randal Beach
Fire Chief, Chris Elrod
Finance Director, Mandy Hess
Recreation Director, Jonathan Morris
CWS Project Manager, Trey Adams
CWS State Manager, Drew Langston

(The minutes are a synopsis of the meeting, and they are not a verbatim discussion. a full viewing and recording of the meeting is available on the City of Pickens Webpage and Facebook. Also, the full agenda packet with all departmental reports are available in the City Clerk's office).

WELCOME AND CALL TO ORDER:

Mayor Scipio called the February 26, 2024, work session to order and welcomed those in attendance. Council Member Floyd Rogers gave the Invocation, followed by the Pledge of Allegiance.

COMMENTS FROM THE MAYOR:

Mayor Scipio called attention to the new format of the work session agenda, and stated the department head reports would continue to go to each council member, and council member could inquire as needed. The work session now would be about items of business that need to be discussed as a Council to vote at the Regular scheduled meeting. Mayor Scipio stated he did not want to ask Council to vote without complete knowledge of the issues.

CONSIDERATION OF AGREEMENT TO PURCHASE PROPERTY: 211 GRIFFIN STREET:

Administrator Tim O'Briant explained the seller of the property on 211 Griffin Street is offering to a contract to purchase to the City prior to the property going on the market. This property would be used primarily as parking.

>>During Council discussion, Council Member Robert Nealy inquired about the fees for removing the old structure (car wash). All Council had concerns about purchasing property during the audit process and did not think the timing was right. Council expressed gratitude to the seller for offering this property to the municipality first.

PRESENTATION FROM FIRST TRYON: (FINANCE ADVISORS)

Council heard a presentation from First Tryon Advisors, a financial advisory group that assist in serving local governments by utilizing audits and budgets in order to plan for capital projects and using those numbers to develop analytical models for deciding future fees and millage rates. The advisory group also assist with growth and economic development projections. In addition, a list of other municipalities and counties were included that have been served by First Tryon Advisors.

>>Council inquired about several uses for this software as well as asking about immediate financial reporting.

PRESENTATION FROM CC&I SERVICES: (CODE ENFORCEMENT):

Council heard a presentation from CC&I, a Code Consulting and Inspection Service that does a variety of code/building enforcement. This company works with municipalities and counties to assist in part-time situations with current departments or full-time as a complete building code department with all inspections. Council also heard information relating to their expertise with abandoned buildings and the abatement process.

>>Council had questions about the abandoned building process. Council also asked for information regarding the City's current code/building code process.

DISCUSSION REGARDING RESTROOMS AT THE AMPHITHEATER:

Administrator Tim O'Briant stated many Council Members have inquired about restrooms at the amphitheater. Council was provided with a sample brochure and quote from Green Flush Restrooms. ($241,000) These restrooms can be constructed in several different designs and different building materials. These restrooms are designed for parks and are constructed with materials that are environmentally friendly, and unique to large populations.

>>During discussion, Council inquired about different prices and discussed replacement costs of specialized vandal resistant fixtures. Mr. O'Briant reiterated this was a quote for one design, and there are many styles and price ranges. However, this type of restroom would provide the need for the events at the amphitheater as well as regular downtown foot traffic.

DISCUSSION WITH SOUTHERN CORROSION: (WATER TANK)

Southern Corrosion presented a quote to Council for the repainting and repairing of the water tank located downtown. Council was advised there was State funding that is earmarked for this project in the amount of $150,000. The discussion included previous recommendation about filling the tank with water versus sand. The administrator will obtain more quotes for this project.

DISCUSSION AS IT RELATES TO PARTICIPATION IN THE SC LOCAL GOVERNMENT INVESTMENT POOL:

Administrator Tim O'Briant informed Council this is an investment pool used at the State Treasures office. These investments are pooled together with other counties, municipalities, and special purpose districts to have a maximum return on investments. This is authorized by the legislator and was signed into law in 1983.

>>Council had questions regarding risk and how funds are authorized to be invested. Council Member Robert Nealy had question regarding fees associated with participation. Mr. O'Briant will obtain further information for the next agenda. In addition, Mr. O'Briant stated funds should not be invested without the authorization of Council.

CONSIDERATION OF APPOINTMENTS TO THE JOINT WATER AUTHORITY:

Council discussed the Joint Water Authority would like to have a voting member of Council to be on the board to serve with the Mayor. Council concurred that Cameron Rivers will serve with the Mayor. There will be a Resolution at the next Council meeting.

FURTHER DISCUSSION AS IT RELATES TO THE 2024 BUDGET AMENDMENT:

Mr. O'Briant and Finance Director Mandy Hess gave Council a detailed budget amendment with exactly how the FY 2023/2024 budget was being amended. Council Member Robert Nealy inquired about the ARPA funds. Staff stated the ARPA funds were not included in this amendment, and further stated the information from the retreat instructed staff to adjust the current budget as minimally needed until the audits could be complete. It was also explained that the ARPA funds need to be in the FY 2024/2025 budget document and spent by December of 2026. Council Member Allie Winter asked why the SCIIP match was not originally budgeted. Mr. O'Briant stated he was not the City Administrator last budget cycle, but affirmed the grant documents are signed with clarity regarding the match, but he can not speculate as to why those funds were not budgeted.

Copy of slide that was presented to Council at the work session 02/26/24.

Amended Budget Detail

Revenue Additions

$150,000 PRT Grant for City Hall Improvements

$5,282,055.74 2021 Bond Draw of remaining funds

Amended Budget Detail

Additional Expense Requests

$14,330.50 Additional salary to accommodate FT clerk salary

$2,068.56 Additional Fringe for FT clerk

$5,928.96 for Health Benefits for FT Clerk

$8,273.41 Adjustment to accommodate Retirement Budget Line

$13,770.83 to allow for Council Health Benefits GF portion

$150,000 City Hall improvements from PRT Grant

$55,500 SCMIRF property liability insurance shortage (this will be divided among each department)

$77,667.20 for salary moved from UF for reclassification of two Stormwater Techs who transitioned to Public Works

$13,648.55 Retirement moved for reclassified employees.

$2,800 fringe benefits moved reclassified employees

$13,770.83 to allow Council Health Benefits-UF portion

$1,236,817 SCIIP Grant City Match Requirement

$500,200.00 additional expenses in Utility Fund that were not budgeted for. See list below

*American Tank	$96,000
* Enco Utility Billing	$30,000
* Pickens Joint Regional Water System $30,000	
* Greenville Water	$4,200.00
* SC DHEC Fee	$30,000
* CWS costs over 5K	$55,000
* Engineering Costs	$50,000
* Technolgy-VC3	$65,000
* New Backhoe	$140,000.00

$53,642.77 transfer to GF

Total General Fund Expense Budget Increase $343,988.01

Total Utility Fund Expense Budget Increase $1,790,659.77

SEWER LIFT STATION:

Mayor Scipio explained to Council that he needed to add an item to the agenda for an emergency situation. Trey Adams Project Manager with Clear Water Solutions, explained to Council that the Sewer lift located on Highway 8 was in disrepair. Council heard from staff that the alarm was going off 2 and 3 times per day, this station has low overhead electrical that endangers the employees when they are called out to this sight. The issue is the pump is burnt out and this lift station has been on an emergency bypass pump for an extended amount of time. Mr. Adams stated Clear Water Solutions has obtained (3) quotes to fix this issue and would recommend Council to approve the quote from Cove Utility in the amount of $26, 245.00. Other quotes were

from Holliday Utility at $124,000 and Harper Construction at $58,000-it was explained the highest quote was due to contracting out electrical work. Council was informed that Duke Energy was also working on placing the electrical underground.
>>Mayor Scipio called for a motion to add this to the agenda as an emergency procurement issue and to approve the recommendation of staff.
>>Motion was made by Council Member Danny Adams, seconded by Council Member Robert Nealy to add this item to the agenda as an emergency procurement issue and further accept the quote from Cove Utility in the amount of $26,245.00. Motion passed with a unanimous vote.

COMMENTS FROM COUNCIL MEMBERS:

Council reviewed the presentations and discussions relevant to this agenda and the items for the Regular Meeting of March 11, 2024.

ADJOURNMENT:

Hearing no further business, Mayor Scipio called for the motion to adjourn. Motion was made by Council Member Danny Adams, seconded by Council Member Robert Nealy, and unanimously approved to adjourn. Pickens City Council stood adjourned at 8:12 p.m.

Respectfully Submitted:

Donna F. Owen, City Clerk

Approved:

Isaiah Scipio, Mayor