Town of Greenwood

Town Council Meeting Minutes

**Wednesday, March 11, 2020**

**Call to order**

Mayor Donald Donovan called the meeting to order at 6:30 pm.

**Councilmen Present**

Willard Russell, Norman Reed, Mike Moran and Donald Torbert

**Officials Present**

Police Chief, Brent Raughley; Town Clerk, Lisa Calvert; Finance Clerk, Janet Todd, Officers J.P. Cullen, Dustin Carrigan ,Marlon Ramos and Police Administrator, Shelly Lambden.

**Citizens & Visitors**

Donna Carter, Greenwood Library

**Approval of Minutes**

Moved by Councilman Reed, Seconded by Vice Mayor Russel to approve the minutes of the February 12, 2020, Town Council Meeting. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilman Reed – Yes; Councilman Moran – Yes and Councilman Torbert – Yes.

**Citizen’s Privilege**

N/A

**Town Managers Report**

1. Mr. Godwin reported that the Governor has signed the final draft of the new Charter and it should be returned to us shortly showing the removal of those items we requested to be removed.
2. Nine code violations have been identified for numerous reasons, such as unregistered cars, trash and rubbish on property and dilapidated buildings. Violation letters, including corrective action and timing were sent to the owners/residents. Four of these violations have been resolved and the remaining ones are being addressed and I expect to be resolved within 30 days.
3. As previously advised, a new 3 yr. contract for trash collection was signed at the end of January with Republic Services. However, Dominic of Republic contacted us several weeks ago to inform that the house count for Greenwood needed to be
4. adjusted from 300 to 344 homes. As we do not agree with that count, Mr. Godwin and Roger Breeding will be auditing the trash customer count as we are aware of several properties that have some extra cans and/or billing issues. We will continue to update the Council.
5. Mr. Godwin informed the Council that the upcoming US Census was discussed at the National League of Cities Conference he just attended in Washington DC. There is money available via grants for yard signs, etc. Such grants would have to be applied for quickly.
6. The current Financial Report was reviewed and discussed. Mr. Godwin highlighted several lines such as sewer, staff and repairs expenses and savings of over $2500.00 for changes to electronic monitoring.
7. Regarding the Routes 13 and 16 water main, Bob Palmer, our engineer, has forwarded final costs per his design to replace the water main at the applicable intersection. Mr. Godwin has forwarded this information to Senator Dave Wilson for his review and assignment to the Bond Bill as he remains hopeful that the State will fund this project.
8. Mr. Godwin then advised the Council of various upcoming meeting dates and times.

**Police**

1. The Monthly Police Report was provided for review from Chief Brent Raughley after which he introduced the Town’s new police officer, Marlon Ramos. He will be on a 10-week FTO.
2. Chief Raughley advised that the Town van would be going up for public bid. As previously advised the Tahoe has been sold to the Harrington Police Dept.
3. The church across from Town Hall will be conducting a Prayer Walk this coming weekend.
4. Councilman Reed had several questions for Chief Raughley regarding current work schedule hours and for the upcoming summer season. Councilman Moran had some questions regarding SEU and Comp Time. As the Town’s Employee Handbook does not address Comp Time, our attorney is currently working on a new policy.

**New Business**

1. The Council discussed the high water usage program as to the objective. Mr. Godwin made some suggestions and the Council tabled the matter for now.
2. Since the monthly newsletter is currently available on the town’s website and posted in several locations vs. being inserted in the monthly utility bill envelope it was discussed that the Town should send out a quarterly newsletter. Mrs. Todd had researched this matter and found that the service that now sends out the utility billing postcards can also send (print, postage & mail) a quarterly newsletter for $325 per quarter. Moved by Vice Mayor Russell, Seconded by Councilman Reed to approve the quarterly newsletters. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilman Reed – Yes; Councilman Moran – Yes and Councilman Torbert – Yes.
3. The yearly bulk trash pickup has been set for Saturday, May 9th. This will be included in the new quarterly newsletter to be sent on or about April 1st to residents, as well as, included on the Town’s website.
4. The lease at 98 Mill Street for L&M Insurance was discussed and Mr. Godwin read certain excerpts to the Council. He proposed that an updated lease be presented as the current lease expired in 2005.
5. Mayor Donovan nominated Councilman Reed as Police Commissioner and it was CARRIED by Unanimous Vote by the Council.

**Old Business**

1. As Mr. Godwin mentioned in his Town Managers Report, S.B. 195 Greenwood Charter Amendment was approved and signed by the Governor on February 25th.
2. Councilman Moran mentioned that the yellow paint on the curbing at Church Street needs to be repainted by Public Works. It was also discussed that Mill Street and Church Street will need to be re-paved soon.

**Adjournment to Executive Session** – N/A

**Adjournment –** Moved by Councilman Moran, Seconded by Vice Mayor Russell to adjourn the meeting at 8:05 pm. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilman Reed – Yes; Councilman Moran – Yes and Councilman Torbert – Yes.

Attested \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Town Manager