

**Town of Greenwood**  
**Minutes**  
**Regular Monthly Council Meeting**  
**Tuesday, December 3, 2019**

**Call to order**

Mayor Donald Donovan called the meeting to order at 7:30 pm.

**Councilors Present**

Willard Russell, Norman Reed, Mike Moran and Donald Torbert

**Officials Present**

Police Chief, Brent Raughley; Town Manager, Hal Godwin; Town Clerk, Lisa Calvert and Finance Clerk, Janet Todd

**Citizens & Visitors**

Ms. Donna Carter from the Greenwood Library

**Approval of Minutes**

Moved by Councilor Reed, Seconded by Councilman Moran to approve Regular Meeting minutes of the November 5, 2019, Town Council Meeting. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Moran – Yes and Councilor Torbert – Yes.

Moved by Vice Mayor Russell, Seconded by Councilman Torbert to approve Meeting minutes of the November 19, 2019, Special Council Budget Workshop. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Moran – Yes and Councilor Torbert – Yes.

**Citizen's Privilege**

N/A

**Town Managers Report**

1. As mentioned at the last meeting, the 2020 Census is approaching and citizens need to be aware of how important it is for everyone to be counted. The Town Manager would like all residents to fully participate and should visit these websites to become familiar with the upcoming process. Websites: [www.census.gov](http://www.census.gov) and/or [www.uscensus.org](http://www.uscensus.org).
2. At the Special Council Budget Workshop, the Town Manager was asked to prepare a comparison of taxes and utility fees of neighboring towns. That list was presented and a discussion that Greenwood's water and sewer fees are on the higher end of the scale. Further review is necessary to determine if certain fees should be adjusted for 2020.

3. The Town's Charter Amendment Legislation (per our Resolution 2019-2) is being reviewed by an attorney in Legislative Hall, working with our Town Attorney, Barrett Edwards. Mr. Edwards, Esq. will continue to update me.
4. The Town Manager met with Bay to the Beach builder, Deric Parker, and his attorney, Everett Moore on November 26<sup>th</sup> to discuss how to move forward on the Cove Phase III. The history of the project was discussed, as well as, possibilities of building the property as it was originally designed or possible re-zoning. Mr. Parker and Mr. Moore were assured that the Town of Greenwood will work with them on this project.
5. The Town Manager has been unable to reach Schatz & Messick Enterprises, to discuss their proposed development of the vacant lot at the south end of First and Snider Streets.
6. Discussion that currently Town taxes are \$1.80 per \$100 assessed value (assessed values from 1974) and what do we have to do should it be decided to raise taxes. The Town Manager is to follow up on this for 2021.

### **Police**

1. The Monthly Police Report was provided for review from Chief Brent Raughley.
2. Chief Brent Raughley's Verbal Report to the Town Council included:
  - a. Applications closed on December 2<sup>nd</sup> with 30 applicants. Written and PT testing will be later in December. The next class is March 2020.
  - b. The annual Angel Tree is set up in the lobby and will accept gifts until December 20<sup>th</sup>.
  - c. Santa will be coming through Town on December 16<sup>th</sup>, partnering with the Fire Department.
  - d. Tamburelli's is participating in a monthly fund raiser, wherein 10% of the day's proceeds will be come back to the Police Department. The first day will be December 18<sup>th</sup> and will continue until March 18<sup>th</sup>.
  - e. Discussion was held regarding E.D.I.E. and SALLE.

### **New Business**

1. Recommendations for financial assignment from the Finance Clerk and to establish specific grant accounts with the ability to transfer applicable monies to the General Fund. Moved by Councilor Moran and Seconded by Councilor Reed. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.
2. Due to a member of the Town's Board of Adjustments residence change, a replacement member, Mr. Marshall Kemp, was presented by Mayor Donovan. Moved by Vice Mayor Russell and Seconded by Councilor Reed. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.

3. The Town Clerk discussed the Town's current Freedom of Information Act (FOIA) Request Form and Policy, and suggested a new form and policy in order to streamline the process and information that is presented on the Town's website. Moved by Vice Mayor Russell and Seconded by Councilor Moran. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.
4. To represent the Town on FOIA issues, the Town needs to appoint a FOIA Coordinator. It was recommended that the Town Clerk be appointed. Moved by Councilor Reed and Seconded by Councilor Torbert. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.

### **Old Business**

1. Adoption of the 2020 Town Operating Budget. Motion to Adopt said budget was moved by Vice Mayor Russell and Seconded by Councilor Reed. CARRIED by Unanimous Vote: Vice Mayor Russell – Yes; Councilor Reed – Yes; Councilor Torbert – Yes and Councilor Moran – Yes.

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

#### **Actions requiring approval from Executive Session**

1. N/A

**Adjournment** – Moved by Councilor Reed, Seconded by Councilor Moran to adjourn the meeting at 8:33 pm. CARRIED by Unanimous Vote: Vice-Mayor Russell – Yes; Councilor Reed – Yes; Councilor Moran and Councilor Torbert.

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