



Town of St. Matthews
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Town Council Meeting
Tuesday April 2nd, 2024 at 6:00 p.m.
1313 Bridge Street (St. Matthews Municipal Court), St. Matthews, SC 29135

Call to Order – Mayor Helen Glover-Carson

Agenda

1. Prayer and Pledge of Allegiance
2. Approval of prior Meeting Minutes
3. Approval of the Agenda
4. Acceptance of Police, Fire and Animal Reports

Citizens Input

1. Each citizen must sign in and has up to **3 minutes to speak** to matters on the Agenda or matters related to the Town of St. Matthews.

Mayor and Council News

1. Recognition of Town Employees
2. Town Council News

Motions Period (Town Council) – None Distributed to Administration

Old Business

1. Audit Update – Mr. Tim Cornelison, CPA
2. Capital Projects – Update
3. Demolition Projects – Update
4. Town Events – Update
5. Fire Department – Update

New Business

1. Resolution – April Fair Housing Month (LSCOG)
2. Resolution – Adoption of Employee Handbook
3. MASC – 2024 Achievement Awards

Report of the Town Administrator

1. Fire Department Report
2. Police Department Report
3. Maintenance Department Report

Executive Session

Adjournment

Town of St. Matthews

Town Council Meeting Minutes

Tuesday, March 5, 2024, at 6:00 p.m.

1313 Bridge Street, St. Matthews, SC 29135

Council Members Present:

Mayor Helen Glover-Carson

Virgil Jacobs

William "Webb" Carroll

Deidre Prickett

Sharon Bennett

Marla Riley

Eloise Shuler Guinyard

Also Present:

Rosyl Warren, Town Administrator

Rosalind Johnson, Town Clerk

Gregory Sandlin, Fire Chief

Gregory Wilson, Maintenance Supervisor

Michael Smalls, Chief of Police

Mayor Glover-Carson called the meeting to order at 6:00 p.m. Mr. Jacobs opened the Meeting in prayer, followed by the Pledge of Allegiance.

Mayor Glover-Carson entertained a motion to accept the prior Meeting Minutes. Ms. Shuler-Guinyard amended the prior meeting minutes concerning the donation to the St. Matthews PTSO. Ms. Shuler-Guinyard wishes to have her vote recorded as a yes. It was moved by Mr. Jacobs and seconded by Ms. Shuler-Guinyard. The Mayor entertained a motion to accept Ms. Shuler-Guinyard's vote. The motion was carried unanimously.

The Mayor entertained a motion to approve the Meeting Agenda. It was moved by Ms. Prickett

and seconded by Ms. Bennett. The motion was carried unanimously.

The Mayor entertained a motion to accept the Police, Fire, and Animal Control Reports. It was moved by Ms. Shuler-Guinyard and seconded by Ms. Bennett. The motion was carried unanimously.

The Mayor acknowledged and welcomed those persons attending the Meeting.

Citizens Input

Ms. Melanie Maples Begly expressed her concerns about the Town Noise Ordinance. She believes her rights will be infringed upon if the Town proceeds with the 2024 street dance contrary to her desires.

Ms. Aleene Floyd discussed an incident involving her daughter that occurred on February 24, 2024. She stated that her daughter was attacked by a dog on Bynum Street. Ms. Floyd is urging the Town to revisit the Tethering Ordinance to prevent further dog-related incidents in her neighborhood.

Mayor and Council News

Recognition of Town Employees: The Mayor acknowledged the birthdays of Town Employees for March: Mr. Wilson on March 4th and Ms. Fordham on March 24th.

Mr. Carroll expressed his pride in witnessing the Town's progress and movement in the right direction.

Ms. Shuler-Guinyard stated she attended the Department Head meeting and enjoyed it. The

meeting was remarkably effective.

The Mayor stated she attended an informative session sponsored by the Lower Savannah Council of Governments. The Mayor received information on how the Town can secure grants and additional information from SC Works on loss of employment.

Ms. Prickett encourages everyone to access the Calhoun County website and take the Comprehensive Plan-Public Survey, which is revised every ten years and reviewed every five years. The local government cannot enforce zoning and land development regulations unless it first develops and adopts a Comprehensive Plan.

Ms. Prickett said the Boy Scout leader approached her at the First Baptist Church. The Boy Scouts need eight hours of community or civic duties and would like to assist the Town in obtaining those hours. The Boy Scouts must complete this task by the end of April. Ms. Warren stated that each Department Head will produce an idea to assist the Boy Scouts in achieving their goals.

Ms. Bennett asked if there were plans to install railings at the Old Wannamaker Seed location and wanted an update on the garbage collections. Ms. Warren responded that she has placed several calls to rectify this issue and will contact the manager at Waste Management to resolve this matter.

Motions Period (Town Council): None Distributed to Administration

Old Business

Capital Projects Update: Mr. Wilson stated that the Capital Projects are nearing completion, and

they are finalizing the remaining tasks.

Demolition Projects Update: Ms. Warren stated that the demolition work on Bridge Street is moving forward. Mr. Mitchell is waiting for the demolition permit to be approved, which the asbestos contractor needs to finalize.

Town Events — On March 23, 2023, the Town will hold a ribbon-cutting ceremony for the new park at Lake Inspiration. The Event will start at 1:00 p.m.

March 23rd - Easter Egg Scavenger Hunt 2:00 p.m. - 5:00 p.m.

April 19th - 20th - Purple Martin Festival 3:00 p.m. - 10:00 p.m. The Town will start bingo at 3:00 p.m. and sell bingo cards for one dollar each.

May 4th - Community Yard Sale (Richland Ave.)

May 16th - National Police Week

June 14th & 15th - Town Clean Up Day

July 20th - Fire Department Sponsors "Grand Opening/Community Day" (Tentatively)

August 6th - National Night Out (Town Hall Pocket Park)

August 30th - Western Dance (Adults Only) Town Hall Pocket Park

September 20th - Town Employees Softball Game (Public Invited)

October 7th - Fire Prevention Week

October 11th - Police Department Sponsors "Halloween Movie Night"

November 8th - Veterans' Appreciation Day Luncheon (Town Hall)

December 7th - Town of St. Matthews Christmas Parade

December 13th - Town of St. Matthews Christmas Party

Water Billing Issues – Joy, from Ferguson Water System, flew from Minnesota to help resolve the current issues with the Water Billing System. Mr. Wilson and Ms. Rivers attended the Ferguson Water Conference and spent time cleaning the Town system.

Fire Department Update - Chief Sandlin stated he spoke with Mr. Hardee, who would like to start digging footers. However, the rain has prohibited this process, so he will begin on Friday. The person in charge of dismantling the garage doors will be in this week, and once completed, Mr. Hardee will pressure wash the bay and start the renovation process.

New Business

Calhoun County Request - Ms. Warren received a letter from the Calhoun County Administrator requesting to use the Town property on Richland Avenue. Calhoun County will commemorate the Fourth of July celebrations on June 29, 2024. The Mayor entertained a motion to approve Calhoun County's use of the property on Richland Avenue on June 29, 2024, for their Fourth of July celebration. It was moved by Mr. Jacobs and seconded by Ms. Prickett. The motion was carried unanimously.

Police Department Request - Ms. Warren noted that the Town ARP account has approximately \$172,551.05. Ms. Warren will divide the funds among the four departments, giving them each approximately \$43,000.00 to purchase needed items. The Police Chief would like to purchase a 2021 Dodge Durango SUV and install cameras in the two new Ford Interceptors that were purchased. The Mayor entertained a motion to approve the Police Department to purchase the

2021 Dodge Durango with the ARP funds and the remaining portion to install cameras in the two new Ford Interceptors. It was moved by Mr. Jacobs and seconded by Ms. Prickett. The motion was carried unanimously.

Street Paving - Ms. Warren stated there have been major leaks on Belleville Road, Pou Street, and Pine Hill Road. The Department of Transportation (DOT) said they would refrain from repairing the roads because the Town is responsible for the potholes in the foundation. Ms. Warren received the names of two paving companies from Mr. Hardee. There were two quotes given in the amount of \$19,100.00 and \$22,374.00 to repair the roads. The Mayor entertained a motion to accept the bid from CLG for \$19,100.00. It was moved by Mr. Jacobs and Seconded by Ms. Shuler-Guinyard. The motion was carried unanimously.

NASCAR Public Employee Day — The Town has been invited to attend NASCAR Public Employee Day on May 12, 2024, at Darlington Raceway. If anyone is interested in attending, please notify Ms. Warren.

St. Matthews K-8 PTSO—The Town received a thank-you letter from the St. Matthews K-8 PTSO for donating to the school's Beautification Project.

First Baptist Church Request - First Baptist Church submitted a request to use Lake Inspiration on Easter Sunday. First Baptist Church would like to have its sunrise service that morning starting at 7:00 a.m. The Mayor entertained a motion to approve First Baptist Church using Lake Inspiration on Easter Sunday with the provision that the Town of St. Matthews will not be held liable for any injuries occurring at the Sunrise Service. It was moved by Ms. Prickett and seconded by Ms. Bennett. The motion was carried unanimously.

Report of the Town Administrator

Fire Department Report – The Fire Chief sought approval from the Council to acquire a dumpster to initiate cleanup activities around the Fire Station. The Fire Chief wants to sell for scraps from the old equipment, a dump truck, and a dump trailer. Chief Sandlin stated the funds collected would go into the Construction account to help with the new Fire Station. The Mayor entertained a motion to allow the Fire Department to sell the old equipment, dump truck, and dump trailer for scrap. It was moved by Ms. Shuler-Guinyard and seconded by Mr. Jacobs. The motion was carried unanimously.

Police Department Report—Ms. Warren has assigned Chief Smalls the responsibility of organizing a silent auction to dispose of outdated police vehicles. Chief Smalls stated that the auction would be published in the newspaper, and the highest bidder would have to provide payment with a cashier's check to the Town Hall. Chief Smalls gave an update on a recent shooting incident and displayed pictures of weapons that were retrieved off the street. The Police Chief thanked the Mayor and Council Members for their ongoing support.

Maintenance Department Report – Ms. Warren stated Mr. Wilson and Ms. Rivers attended the Ferguson Water Works Conference in Myrtle Beach, South Carolina, and they will share details from the conference.

Mr. Wilson mentioned that his department diligently maintains the Town's beauty. The

Maintenance Department is concluding the Capital Projects and has initiated work on the Lead and Copper Project. Mr. Wilson also mentioned that the Town will need to upgrade the Tower system.

Ms. Rivers stated she attended the Ferguson Water Works Conference, where she gained enlightening details about the updated water billing system.

Ms. Warren reminded the Town Council that their statement of Economic Interest must be submitted to the State Ethics Commission by March 30, 2024. Ms. Warren has been coordinating with Mr. McKinney to schedule a leadership training session for the Town staff. Ms. Warren has reached out to both Calhoun County and the Town Council regarding participation in the training session.

The Mayor expressed gratitude to the Town Employees for their work.

Mayor Glover-Carson entertained a motion to go into Executive Session to discuss a Personnel Matter. It was moved by Ms. Bennett and seconded by Ms. Prickett. The motion was carried unanimously.

The Council reconvened its Public Session at approximately 8:00 p.m. without further discussion or vote. The Mayor entertained a motion to adjourn the Meeting. It was moved by Ms. Shuler-Guinyard and seconded by Ms. Bennett. The motion was carried unanimously. The meeting was

adjourned at approximately 8:05 p.m.

Minutes submitted by

A handwritten signature in blue ink that reads "Rosalind Johnson". The signature is written in a cursive style with a large initial "R".

Rosalind Johnson, Town Clerk

Town of St. Matthews

Special Called Town Council Meeting Minutes

March 18th, 2024, at 6:00 p.m.

Council Members present:

Mayor Helen Glover-Carson

William 'Webb' Carroll

Deidre Prickett

Sharon Bennett

Virgil Jacobs

Also Present:

Rosyl Warren, Town Administrator

Rosalind Johnson, Town Clerk

The Mayor called the meeting to order at 6:00 p.m. Mr. Jacobs opened the Meeting with prayer, followed by the Pledge of Allegiance.

Mayor Glover-Carson entertained a motion to go into Executive Session to discuss a Personnel Matter. It was moved by Ms. Prickett and seconded by Mr. Jacobs. The motion was carried unanimously.

The Council reconvened its Public Session at approximately 8:30 p.m. with no further discussion. The Mayor entertained a motion to adjourn the Meeting. It was moved by Ms. Shuler-Guinyard and seconded by Mr. Carroll. The motion was carried unanimously. The meeting was adjourned at approximately 8:35 p.m.

Minutes submitted by:


Rosalind Johnson, Town Clerk