



# Town Council Meeting

Tuesday, May 3, 2022 at 6:00 pm

## MEETING LOCATION

1313 Bridge Street St. Matthews, SC 29135

### 1. Call to Order

Mayor Helen Peterson

### 2. Agenda

- a. Prayer and Pledge of Allegiance
- b. Approval of Prior Meeting Minutes

#### Attachments:

- **Council Meeting Minutes 04/05/2022** (Council\_Meeting\_Minutes\_04052022.pdf)

### c. Approval of the Agenda

#### Attachments:

- **Council Agenda 05/2022** (Council\_Agenda\_05032022.pdf)

### d. Acceptance of the Police and Fire Reports

#### Attachments:

- **Fire Department Report 05/2022** (Fire\_Department\_Report\_052022.pdf)
- **Police Department Report 05/2022** (Police\_Department\_Report\_052022.pdf)

### 3. Citizen Input

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. Citizens are required to wear mask and respect social distancing restrictions. Thank you!

### 4. Mayor and Council News

- a. Recognition of Town Employees
- b. Town Council News

### 5. Motions Period (Town Council) None Distributed to Administration

### 6. Old Business

- a. CPM Building Lease Purchase Closing
- b. Town Property Bid Assignment
- c. Capital Projects
- d. Demolition Assistance Program
- e. Purple Martin Festival Update
- f. Encore Live ABC License Protest 91628 Bridge Street - ES
- g. Dick Whetstone vs. Town of St. Matthews - Lawsuit (Executive Session)

- h. Multi-Family Housing Proposal**
- 7. New Business**
  - a. SERCO Meeting Request**
- 8. Report of the Town Administrator**
  - a. Town Truck & Dump Trailer**
  - b. Yard Trash Update**
  - c. Police Department Personnel Matter - ES**
  - d. Chief of Police Report**
  - e. Fire Chief Report**
  - f. Maintenance Supervisor Report**
  - g. Millage Update**
- 9. Executive Session**
  - a. Encore Live ABC License**
  - b. Dick Whetstone vs. Town of St. Matthews**
  - c. Police Department - Personnel Matter**
- 10. Adjourn**

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Contact: Rosyl Warren (townofstmatthews@windstream.net 803-874-2405) | Agenda published on  
04/29/2022 at 4:29 PM

**Town of St. Matthews**  
**Town Council Meeting Minutes**  
**Tuesday, April 5, 2022 at 6:00 p.m.**  
**1313 Bridge Street, St. Matthews SC 29135**

**Council Members Present:**

Mayor Helen Carson-Peterson  
Deidre Prickett  
William "Webb" Carroll  
Eloise Shuler-Guinyard  
Sharon Bennett  
Virgil Jacobs  
Marla Riley

**Also Present:**

J. Milton Pope, Town Administrator  
Rosyl Warren, Town Clerk  
Michael Smalls, Police Chief

Mayor Helen Carson-Peterson called the Meeting to order at 6:00 p.m. The Meeting was opened in prayer by Mr. Jacobs followed by the Pledge of Allegiance. The Mayor entertained a motion to accept the prior Meeting Minutes. It was moved by Mr. Jacobs and seconded by Ms. Shuler-Guinyard. The motion was carried unanimously. The Mayor then entertained a motion for the approval of the Meeting Agenda. The agenda was amended to add item #5 under Executive Session – Administrative Personnel Matter. It was moved by Mr. Jacobs and seconded by Ms. Shuler-Guinyard to approve the Agenda with the additional item under Executive Session. The motion was carried unanimously. The Police, Fire and Animal Reports were accepted as information.

**Citizens Input**

There were Citizens present, however none of them signed in to speak.

**Mayor and Council News**

The Mayor acknowledged those employees who are celebrating Birthdays in the month of April – Rosyl Warren – 4<sup>th</sup>, Corey Sandifer – 6<sup>th</sup>, Deidre Prickett – 29<sup>th</sup> and Satidra Rivers – 29<sup>th</sup>. She wished them a Happy Birthday on behalf of Town Council.

Ms. Guinyard – Trash in the area of West End Cemetery and debris needs to be picked up on Pearl Street.

Mr. Jacobs – requested that SCDOT repair the hole in the road near Bridge and Upper Muller Streets.

Mayor Carson-Peterson – Attended the Town Hall Meeting with Rep. Russell Ott. She noted that there is a Federal program (SC Stay) to provide assistance to individuals behind on rent and utility bills. The Mayor also noted that there was a bill passed to give tax payers the option to pay their property taxes in installments.

Ms. Prickett – Noted that she is continuing to encourage residents to serve on the Board and Commission vacancies.

Ms. Bennett – Concerned about the drainage on Upper Muller, there is debris in the storm drain. Also inquired about the sign for the Calhoun County High School Basketball Teams State Championship Win.

Ms. Riley – There is a street light out on Mack Hill and Means Streets. Pole number is needed and Administration will contact Dominion Energy to have them replaced.

Town Administrator noted that the Town is still awaiting Dominion Energy to replace all the Town Street lights with LED bulbs. Additional Street lights will be discussed in the upcoming Budget Session.

The sign for the Boys Basketball Team was discussed as the school is located outside the Towns jurisdiction. This

### **Motions Period**

There were none forwarded to Administration

### **Old Business**

CPM Building Lease Purchase Closing – The Felder Law Firm was the closing attorney for the purchase and the building was paid in full. CPM will pay the Town rental fees for access to the ATM. The Mayor was present at closing.

Offer to sell Town property Bid Assignments – Information was sent out to the property owners. Two Sealed bids were accepted and Ms. Sandra Lee's bid was the highest bid. The Mayor then entertained a motion to accept the highest bid which was Ms. Sandra Lee. It was moved by Ms. Prickett and seconded by Mr. Carroll. The motion was carried unanimously. The closing paperwork will be completed by the Felder Firm.

Capital Projects Update – Town Administrator gave an update. The Factsheet was redistributed to Council. Guardrail will be replaced on F.R. Huff Drive from Wannamaker Seed Company to Depot Road, and then a short section of Hwy 601. The funds for this will come from the CTC. Administrator reviewed all the Capital Projects. It was noted that the Town received approximately \$7,000.00 for the old Fire Department Ladder Truck.



Purple Martin Parade a Festival – Council was given an update. The Festival and Parade will be held on Saturday, April 23<sup>rd</sup> 2022.

Encore Live – The business had applied for a “liquor by the pour” license. There were citizens who protested the license, the Town intervened and there will be a hearing before an Administrative Law Judge.

Dick Whetstone vs. The Town of St. Matthews – This item will be discussed in Executive Session.

### **New Business**

Public Input Session, Multi-Family Housing Proposal (Special Citizen Comment Session) – It was noted that Councilmember Riley had spoken to several of her constituents regarding this project and she noted that there was only one person who gave negative feedback. The proposed area of development is the Old National Guard Armory. If this project moves the Planning Commission would have to meet and make a recommendation to Council whether or not the project will move forward. Council would have to give first reading on May 3<sup>rd</sup> at the regular Town Council, then Council would have a Special Called Meeting on May 24<sup>th</sup> to hold a final Public Hearing and 2<sup>nd</sup> Reading. The Development Company has a deadline of May 27<sup>th</sup> to submit planned project to the State. There was some discussion on this matter.

Purchase Request – A new Town Truck and Dump Trailer will be purchased in the next few weeks. These purchases were approved in the current year budget. The grabber is on back order.

Administrator Demolition Program Recommendation – A demolition program application was presented to Council with the process to start in June. Property owners can apply for up to \$7,000.00 in assistance from the Town to demolish abandon and dilapidated structures with a \$100.00 application fee. It was noted that the contractor that the property owner uses must be approved by Council. The Mayor entertained a motion to approve the demolition program application. It was moved by Ms. Prickett and seconded by Mr. Jacobs. Ms. Shuler-Guinyard opposed the motion. The motion was carried.

Fair Housing Month Recognition, Lower Savannah COG – The Mayor entertained to motion to designate April as Fair Housing Month. It was moved by Mr. Jacobs and seconded by Ms. Bennett. Ms. Shuler-Guinyard opposed the motion. The motion was carried.

Downtown Improvement, Guardrail (Entire Downtown Area) – The CTC will fund this project of replacing the guardrails in the downtown area. The cost of the project is \$100,000.00. It was encouraged that the Town should have a representative on the CTC.

Unpaved St. Matthews Streets (CTC Information) – There are three (3) unpaved roads in the Town; Flagler, Means and Bin Site Roads. These are not roads they are what is called a “prescriptive easement” because there is no right-of-way. Residents would have to be contacted to see they are willing some of their property for a right-of-way. The plan is to make these roads a “one-way” and then there is the problem of drainage. The Town will send out letters to see if they can get voluntary consent from property owners. The cost estimates for these roads are; Flagler - \$81,000.00, Bin Site - \$71,000.00 and Means - \$62,000.00. Ms. Shuler-Guinyard inquired about the pathway between Pearl Street and Reid Street.

Water Systems Incorporated Professional Agreement – Water Systems continues to do the Town water sampling and has since migrated to perform all the Treatment Plant duties. This agreement codifies these services. The contract locks the pricing in for a year.

Approve Construction Contractor for Capital Projects – There was only one (1) bidder who submitted a bid for the “Design Build” contract. This contractor submitted bids for Lake Inspiration and the Town Pocket Park. The contractor is Hardee construction. Mayor Carson-Peterson entertained a motion to approve Hardee Construction as the contractor the Capital Projects. It was moved by Mr. Jacobs and seconded by Ms. Bennett. Ms. Shuler-Guinyard opposed the motion. The motion was carried.

#### **Report of the Town Administrator**

Accounting Contract Update – The Town received a check for \$3,500.00 from the Trailside CPA. This accounting firm did not complete the work that it was contracted to do in preparation for the Audits. The Town requested the company to return the funds. The Town has contracted with a new CPA, Tim Cornelison and he has been working well with Town staff. Elliott Davis is working on FY 17/18 and 18/19. Mr. Cornelison is working on FY 19/20 and 20/21.

Landscaping Bids – Bids were submitted for the Towns landscaping needs. Mr. Don Johnson submitted the lowest bid and was awarded the contract. The Disability Board cuts Guess Lane and the Armory.

Fire Service, Calhoun County Fire Training Center – Calhoun County redeveloped the property on Mill Street. In order for firefighters to maintain their fire certification they have to complete burn training every year. There was supposed to be an alternative site, however it has been discussed that the County would allow the burn training building to be located on Doodle Hill Road. The County asked all Fire Chiefs to form a committee to determine what is needed. The St. Matthews Fire Chief will be the Towns representative on the committee. If any monies are requested it would have to come to Council for approval.

Yard Trash Update – Administrator reminded Council of the Yard Trash regulations as this is the time of year that citizens are putting out yard trash.

The Mayor entertained a motion to go in to Executive Session to discuss Sale of Town property, Encore Live – ABC License, Dick Whetstone vs. Town of St. Matthews and a Police Department Personnel Matter. It was moved by Ms. Prickett and seconded by Ms. Shuler-Guinyard. The motion was carried unanimously.

Council reconvened its public session at approximately 8:45 p.m. with no further action taken. Mayor Carson-Peterson then entertained a motion to adjourn the meeting. The meeting was adjourned approximately 8:55 p.m.

Submitted by:

A handwritten signature in blue ink, appearing to read "Rosyl Warren".

Rosyl Warren,  
Town Clerk





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**Town Council Meeting**  
**Tuesday May 3, 2022 at 6:00 p.m.**  
**1313 Bridge Street (St. Matthews Municipal Court), St. Matthews, SC 29135**

**Call to Order – Mayor Helen Carson-Peterson**

**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. **Citizens are required to wear mask and respect social distancing restrictions. Thank you!**

**Mayor and Council News**

1. Recognition of Town Employees
2. Town Council News

**Motions Period (Town Council)** – None Distributed to Administration

**Old Business**

1. CPM Building Lease Purchase Closing
2. Town Property Bid Assignment
3. Capital Projects
4. Demolition Assistance Program
5. Purple Martin Festival Update
6. Encore Live ABC License Protest (1628 Bridge Street) – **ES**
7. Dick Whetstone vs, Town of St. Matthews - **ES**
8. Multi-Family Housing Proposal

**New Business**

1. SERCO Meeting Request

**Report of the Town Administrator**

1. Town Truck & Dump Trailer Purchase
2. Yard Trash Update
3. Police Department Personnel Matter - **ES**
4. Chief of Police Report
5. Fire Chief Report
6. Maintenance Supervisor Report
7. Millage Update

**Executive Session**

1. Encore Live ABC License
2. Dick Whetstone vs. Town of St. Matthews
3. Police Department Personnel Matter

**Note: **ES** indicates Executive Session**

**Adjournment**



<b>CALL TYPE</b>	<b>April 2022</b>	<b>Year-to-Date</b>
<b>Alarm - False</b>	<b>5</b>	<b>22</b>
<b>FIRE - Structure</b>	<b>3</b>	<b>8</b>
<b>FIRE - Vehicle</b>	<b>1</b>	<b>6</b>
<b>FIRE - Woods/Grass</b>	<b>2</b>	<b>23</b>
<b>MVA</b>	<b>5</b>	<b>28</b>
<b>Medical</b>	<b>2</b>	<b>5</b>
<b>Other</b>	<b>5</b>	<b>21</b>
<b>Inside Town Limits</b>	<b>8</b>	<b>29</b>
<b>Outside Town Limits</b>	<b>15</b>	<b>84</b>
<b>Total Calls</b>	<b>23</b>	<b>113</b>

St. Matthews Police Department

4/29/2022

April 2022

Activity Summary

Chief Michael Smalls Jr.

Activity	# of Calls	Arrest	Unfounded	Recovered	Remarks
Motor Vehicle Accidents	2				
Alarms ***	7				
Animal complaint	3				
Assaults	1				
Breach of Trust/ Stolen Veh.	0				
Burglary	1				
CDV	0				
Civil Disturbance/Civil Matter	4				
Mental Patients	2				
DUS	0				
Domestic Dispute/Disturbance	2				
Escorts ***	4				
Identity Theft	1				
Gun Shot Fire In Town Limits	0				
Sexual Assaults	0				
Juvenile Incident	1				
Larceny	3				
Malicious Injury to Property	0				
Noise Complaint	0				
PDC/ Public Drunk/ DUI	0				
Shoplifting/Stolen Property	3				
Simple Possession	0				
Suicide Threat	0				
Suspicious/Unknown Activity	4				
Trespass	4				
Missing Person/Runaway	0				
Welfare Check & Public Service	13				
Harrassments	1				
911 Hang-ups	10		0		
Follow Up	4				
Property Check	15				
Unknown Complaint/Other	11				
Assist Motorist	3				
Tobacco & Alcohol Compliance Check	0				
Arrest for Possession with Intent to Distribute					
Arrest Previous Cases \ Month Total					
*** = Subject has more than one count					
<b>Assist Other Agencies</b>	<b>EMS</b>	<b>Sheriff Dep</b>	<b>Fire Dep</b>	<b>DSS</b>	<b>Mental Health</b>
	0	0	0	0	0
<b>Traffic Tickets</b>	19				
<b>Total Calls Month of March</b>	103				