



Town of St. Matthews

Post Office Box 172, 606 F. R. Huff Drive

St. Matthews, SC 29135

Phone : 803-874-2405 Fax : 803-874-4000

Email: townofstmatthews@windstream.net

Town Council Meeting

Monday November 4th, 2024 at 6:00 p.m.

1313 Bridge Street (St. Matthews Municipal Court), St. Matthews, SC 29135

Call to Order – Mayor Helen 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. Town Events – Update
2. Code Enforcement - Update
3. Calhoun County Lease Agreement - Update
4. Calhoun County Use of Municipal Court – Update
5. Demolition Projects – Update
6. Lead and Copper - Update

New Business

1. Margaret Larrymore – Family Request
2. RIA - SCIIP Grant Contract Awards
3. LSCOG Housing Consortium
4. Foodshare – Use of Training Room
5. 2025 Royal Gala – Honoring Our Own
6. Final IRS Payment
7. Travel Policy
8. Water Bill Due Date for November

Report of the Town Administrator

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

Executive Session

1. Legal Matter – Town Administration
2. Personnel Matter – Police Department

Adjournment



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FINANCIAL BREAKDOWN SEPTEMBER 24, 2024 – OCTOBER 28, 2024

Town Account

Beginning Balance = \$1,743,029.31

Credits = +\$231,863.77

Debits = -\$155,035.15

Ending Balance = \$1,819,857.93

Water Account

Beginning Balance = \$400,611.98

Credits = + \$84,358.00

Debits = -\$52,652.92

Ending Balance = \$432,317.06

Town of St. Matthews

Special Called Town Council Meeting Minutes

September 26th, 2024, at 6:00 p.m.

Council Members present:

Mayor Helen Glover-Carson
Marla Riley
Deidre Prickett
Sharon Bennett
Virgil Jacobs
Eloise Shuler-Guinyard

Also Present:

Rosyl Warren, Town Administrator
Rosalind Johnson, Town Clerk
Gregory Wilson, Maintenance Supervisor
Gregory Sandlin, Fire Chief
Willie Britt, Assistant Chief of Police

Absent

William "Webb" Carroll

Mayor Glover-Carson called the meeting to order at approximately 6:00 p.m., and Mr. Jacobs began with a prayer. The Mayor opened the Budget Public Hearing at 6:01 p.m., and it Closed at 6:02 p.m. During the Special Called Meeting, the Town Administrator presented her budget recommendations for the 2024-2025 fiscal year. The Mayor and Council proceeded to cast their votes on each outlined item.

1. **No Millage Increase** – Mr. Jacobs entertained a motion not to increase the millage. It was seconded by Ms. Prickett. The motion was carried unanimously.
2. **Increase in rates for trash pick-up (From \$10.50 - \$11.06)** – Ms. Shuler-Guinyard entertained a motion to increase the trash pick-up rates. It was seconded by Virgil Jacobs. The motion was carried unanimously.
3. **Pay increase for all employees (2024 CPI)** – Ms. Riley entertained a motion to increase all employees' pay by 4.12 %. It was seconded by Ms. Prickett. The motion was carried. There were two opposed votes by Council members, Mr. Jacobs and Ms. Shuler-Guinyard.
4. **Christmas Bonus for all employees** – Ms. Bennett entertained a motion to approve all Town employees receiving a \$250.00 Christmas Bonus. It was seconded by Ms. Prickett. The motion was carried unanimously.

5. **Hire Part-Time Employee for Town Hall** – Ms. Shuler Guinyard entertained a motion to approve a part-time employee for Town Hall. It was seconded by Ms. Bennett. The motion was carried unanimously.
6. **Include \$15,000.00 in the budget for community Events** – Ms. Prickett entertained a motion to approve \$15,000.00 in the budget for Community Events. It was seconded by Ms. Riley. The motion was carried. There was one opposed vote by Ms. Shuler-Guinyard.
7. **No Rate increase in Utility Bills (Rate Study to be completed)** – Ms. Shuler-Guinyard entertained a motion not to have a rate increase in the utility bills. It was seconded by Mr. Jacobs. The motion was carried unanimously.
8. **Business License Fee Increase** - Ms. Prickett entertained a motion to increase the Business License Fee. It was moved by Ms. Bennett. The motion was carried unanimously.
9. **Replace Flooring at Town Hall and Power wash outside of the building** - Ms. Shuler-Guinyard entertained a motion approving the Town Hall's replacement of the flooring and power washing the outside of the building. It was moved by Ms. Riley. The motion was carried unanimously.
10. **Royal Gala - \$5,000.00** – Tabled until a later date.
11. **New (Used) Tractor for Maintenance Department (Approximately \$40,000.00 (ARPA funds to be used))**
12. **Media Coverage - \$6,000.00** – Tabled until a later date.
13. **Contingency fund** – Mr. Jacobs entertained a motion to allocate \$100,000 to the Contingency fund account. It was seconded by Ms. Prickett. The motion was carried unanimously.
14. **Make final payment IRS** – Approximately \$49,000.00 – Tabled until a later date.

The Mayor announced that \$90,000.00 had been approved for the Police Department to purchase two new vehicles, including any special equipment.

The Mayor entertained a motion approving the recommended 2024-2025 fiscal year final budget, with items 10, 12, and 14 under Administrator Recommendations, tabled until a later date. It was moved by Ms. Bennett and seconded by Ms. Prickett. Two votes were opposed by Council members Mr. Jacobs and Ms. Shuler-Guinyard.

The Mayor adjourned the meeting at approximately 6:24 p.m. and entered Executive Session to discuss a Personnel Matter concerning the Police and Fire Departments. Council reconvened its Public Session at 6:39 p.m. The Mayor then Amended the Budget Ordinance to include the verbiage under section 5 of the Budget Ordinance.

In section 5 of the Budget Ordinance, the Administrator must approve the use of contingency funds and transfer between line items within a department. The Council added the verbiage "with the knowledge of the Council".

The Mayor entertained a motion to approve the added verbiage in section 5 of the Town of St. Mathews Budget Ordinance for the Fiscal Year 2024-2025. It was moved by Ms. Bennett and seconded by Ms. Riley. The motion was carried unanimously.

The Mayor entertained a motion to adjourn the meeting at approximately 6:59 p.m. The motion was moved by Ms. Prickett and seconded by Ms. Bennett. The motion was carried unanimously.

Minutes submitted by:


Rosalind Johnson, Town Clerk

Town of St. Matthews

Town Council Meeting Minutes

Tuesday, October 1, 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

Marla Riley

Eloise Shuler- Guinyard

Sharon Bennett

Also Present:

Rosyl Warren, Town Administrator

Rosalind Johnson, Town Clerk

Gregory Sandlin, Fire Chief

Gregory Wilson, Maintenance Supervisor

Willie Britt, Assistant 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. It was moved by Mr. Jacobs and seconded by Ms. Shuler-Guinyard. The motion was carried unanimously.

Mayor Glover-Carson entertained a motion to approve the Meeting Agenda. In the absence of Pastor Lewis, the Mayor replaced Mr. Harvey Elwood with item number two and under New Business number five, Employee of the Quarter. The Mayor also added an item under Executive Session to discuss Mr. Whetstone vs. the Town of St. Matthews. The Mayor entertained a motion to accept the changes to the Agenda. It was moved by Ms. Bennett and seconded by Ms. Prickett.

The motion was carried unanimously.

The Mayor accepted the Police, Fire, and Animal Control Reports as information.

The Mayor acknowledged and welcomed those people attending the Meeting.

Citizens Input:

Tammi Green, a Democratic nominee for Calhoun County Treasurer, addressed the Town Council by sharing her platform and asking for support in the upcoming election.

Jerry Govan, a candidate for the House District (93) seat, expressed his reason for running and requested support in the upcoming election.

New Perspective Media: Mr. Elwood provided the Town Council with a report of the services rendered by New Perspective Media from December 2023 until September 2024. He also mentioned he can have media services rendered upon request.

Presentation to Town Council: Mr. Joe Bates donated a Purple Martin birdhouse to the Town.

Food Share: Ms. Terri Williams, Health and Social Services Manager at Calhoun County Library, provided an update on the Food Share program. She is waiting for the Fire Department's old meeting hall building to be cleaned and painted so that the refrigerators can be installed. She also announced that EBT will be accepted for purchases, along with other programs she will be overseeing. She also noted that the Farmers Market will take place on October 12, 2024, from 8:00 a.m. to 12:00 p.m.

Mayor and Council News

Recognition of Town Employees – There were no birthdays for the month of October.

Mr. Carroll expressed his relief that Hurricane Helene had passed by St. Matthews without

impact.

Ms. Shuler-Guinyard expressed her true enjoyment of the softball game and praised the clean-up efforts at West End Cemetery. She also requested a sidewalk installation near the cemetery and thanked the Police Department for patrolling her district.

The Mayor expressed that she enjoyed the softball game and throwing out the first pitch to start the game.

Ms. Bennett raised concerns about blocked drains on Lower Muller and inquired if there was a disaster program for seniors.

Ms. Riley asked when the light pole on Bridge Street would be completed and whether the foundation of the town's bridges was sufficient to accommodate long-distance trucks.

Motions Period (Town Council): None Distributed to Administration

Old Business

Town Events — Updates

Softball Game – The softball game will become an annual event.

Fire Prevention Week – Is scheduled for the week of October 7th, 2024.

Fire Department Open House – The open house is tentatively scheduled for October 12, 2024, from 10:00 a.m. to 2:00 p.m.

Halloween Movie Night—The Police Department is scheduled to have a Movie Night on October 12, 2024, at 6:00 p.m. at the Town Pocket-It-Park.

Veterans Dinner — The Veteran's dinner will be held on November 07, 2024, from 5:00 p.m. to 7:00 p.m.

Town Christmas Parade—The Town Christmas Parade will be held on December 7, 2024, at 4:30 p.m., with Town employees serving as the Grand Marshalls.

Town Christmas Party – The Town Christmas party is tentatively scheduled for December 13, 2024, at the New Fire Department.

Code Enforcement: Ms. Warren reported that all preparations have been made to enforce the Nuisance Abatement Ordinance.

Calhoun County Lease Agreement – Police Department - Mr. Warren had a meeting with the County Administrator and Assistant Administrator, and they decided to leave the lease agreement unchanged except for the \$2800.00 payment specified when the agreement was first established. The Town does not pay rent for the Police Department; it only covers a maintenance fee for the building upkeep. The Mayor entertained a motion to approve the lease agreement with the exception of \$2800.00. It was moved by Ms. Shuler-Guinyard and seconded by Ms. Riley. The motion was carried unanimously.

Calhoun County Use of Municipal Court – Tabled until a later date.

South Carolina State Guard – Tabled until a later date.

NAACP 2024 Annual Freedom Fund Banquet – Ms. Warren informed the Town Council that she purchased a table for the event. Those interested in attending should contact her.

New Business

Dominion Energy — Ms. Warren will meet with Dominion Energy to discuss potential programs for Town residents.

SC Department of Commerce Grant – Mr. Frierson advised postponing the application until the

next cycle to secure 100% funding.

Convalescent Center Lift Station Repair—Ms. Warren informed the Council that she received a quote from the Water System to repair the ongoing issue at the Convalescent Center for \$40,699.58. Mr. Jacobs entertained a motion granting Ms. Warren permission to move forward and allow the Water System to fix the issue. Ms. Shuler-Guinyard seconded the motion. The Motion was carried unanimously.

Calhoun County Schools Homecoming Parade—Ms. Warren informed the Council that Town Employees and Council Members are invited to participate in the Parade.

Employee of the Quarter—Ms. Johnson, the Town Clerk, was recognized as Employee of the Quarter and presented with a certificate of appreciation by Ms. Warren for her hard work.

Report of the Town Administrator

Fire Department—The Fire Chief announced that the open house will be on October 12, 2024, from 10 a.m. to 2:00 p.m., and smoke detectors will be distributed.

Maintenance Department Report – Mr. Wilson shared updates on the town’s ongoing cleanup efforts and mentioned that lead and copper testing are scheduled to be completed this month.

Executive Session

The Mayor entertained a motion to go into Executive Session to discuss the Audits, Potential Economic Development, and Mr. Whetstone vs. the Town of St. Matthews. It was moved by Ms. Shuler-Guinyard and seconded by Mr. Carroll. The motion was carried unanimously.

The council reconvened its Public Session at approximately 7:09 p.m. without further discussion or vote.

The Mayor entertained a motion to adjourn the Meeting. It was moved by Mr. Jacobs and seconded by Ms. Shuler-Guinyard. The motion was carried unanimously. The meeting was adjourned at approximately 8:10 p.m.

Minutes submitted by

A handwritten signature in blue ink that reads "Rosalind Johnson". The signature is written in a cursive, flowing style.

Rosalind Johnson, Town Clerk