



Town of St. Matthews
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Town Council Meeting
Tuesday March 4th, 2025 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

Public Hearing – 2nd and Final Reading – Amendments to Fire Prevention Ordinance

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. Radar Sign - Update
3. SCIIP Grant Project – Update
4. Paving - Update

New Business

1. Amendments to Election Ordinance – 1st Reading by Title Only
2. Audit Presentation
3. New Perspective Media Request
4. Town Sign Donation – Brand-Rite Signs
5. SC Ethics Commission – Statement of Economic Interest due 03/30/2025
6. Landscaping Bids 2025

Report of the Town Administrator

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

Executive Session

1. Potential Economic Development Matters (3)

Adjournment

Town of St. Matthews

Town Council Meeting Minutes

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

Tuesday, February 4th 2025

Council Members Present:

Virgil Jacobs

Eloise Shuler-Guinyard

William “Webb” Carroll

Deidre Prickett

Marla Riley

Sharon Bennett

Absent

Mayor Helen Carson

Also Present

Rosyl Warren, Town Administrator

Rosalind Johnson, Town Clerk

Gregory Sandlin, Fire Chief

Gregory Wilson, Maintenance Supervisor

Michael Smalls, Chief of Police

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

Mr. Jacobs entertained a motion to accept the prior Meeting Minutes. It was moved by Ms. Shuler-Guinyard and seconded by Ms. Riley. The motion was carried unanimously.

Mr. Jacobs entertained a motion to approve the Meeting Agenda. It was moved by Ms. Shuler-Guinyard and seconded by Mr. Carroll. The motion was carried unanimously.

The Police, Fire, and Animal Control Reports were accepted for informational purposes.

Public Hearing - Open/Close 2nd, and Final Reading – Amendments to Fire Prevention Ordinance.

At approximately 6:03 p.m., the Public Session opened to discuss the Amendments to the Fire

Prevention Ordinance. Ms. Sarrett expressed concerns regarding Section (14-12) Recreational Fire due to her use of a Solo Stove. She requested that the sentence that states the outdoor container used must be at least twenty-five feet from any other structure or combustible materials either be omitted or that she be granted an exemption to the twenty-five feet requirement. Mr. Jacobs entertained a motion to postpone the Public Hearing until the next Town Council Meeting. The motion was moved by Ms. Bennett and seconded by Mr. Carroll. The motion was carried with one opposed vote from Councilwoman Ms. Prickett.

Citizens Input – No Citizens wished to speak.

Mayor and Council News

Recognition of Town Employees — Mr. Jacobs acknowledged the birthdays of Town Employees for February: Mr. Young on February 1st, Mr. Johnson on February 6th, Mr. Binsley on February 10th, and Ms. Vibudulu on February 27th.

Mr. Carroll noted that all operations in Town are progressing well.

Ms. Shuler-Guinyard thanked the Maintenance Department for reconstructing the area on Chestnut Street.

Ms. Riley raised concerns about water leaks in the Town. Ms. Warren informed the Council that repairs would take place in the following areas: Louisville Heights, Bynum Street, Baxter Street, and the Wastewater Treatment Plant. Those areas were identified as having the most significant issues. The Town has been awarded \$3.2 million through the SCIIP Grant for those repairs. Ms. Riley inquired about the repair of a light pole by Hardee's. Ms. Warren confirmed that the replacement light had been ordered.

Kayra Rice, Center for Heirs Property Preservation—Ms. Rice gave an overview of the Center for Heirs' Property Preservation's mission. The Center for Heirs' Property Prevention protects Heirs' property and promotes the sustainable use of land to provide increased economic benefit to historically underserved landowners.

Motions Period (Town Council): None Distributed to Administration

Old Business

Town Events — Update

Purple Martin Gala — The Gala will take place on April 11, 2025, and anyone who would like to be a sponsor or if anyone would like to purchase tickets, please contact Town Hall.

Easter Egg Scavenger Hunt – Tentatively planned for April 12, 2025.

Purple Martin Festival – The Purple Martin Festival is scheduled for April 25 and April 26, 2025.

National Police Week – National Police Week is scheduled for May 11 through May 17, 2025.

Movie Night – TBA

National Night Out — The National Night Out is scheduled for August 6, 2025, at Town Pocket Park.

Western Dance – TBA

Fire Prevention Week – Fire Prevention Week is tentatively scheduled for October 5th through October 11, 2025.

Cancer Walk – A cancer walk is tentatively scheduled for October 11, 2025.

Veterans Day Appreciation Dinner – The Veteran's Day Dinner will take place on November 7, 2025.

Christmas Parade – The Town of St. Matthews Christmas Parade will tentatively take place on December 13, 2025.

Town of St. Matthews Christmas Party – TBA

Town and Country Request Update: Ms. Warren informed the Council that Mr. Mohammad Haloubi's request is a work in progress.

Luther Wannamaker Request Update: Ms. Warren informed the Council that the sale of the property on Longstreet Road is nearing finalization.

Code Enforcement Update: Ms. Warren reported that the Code Enforcement is proceeding well and that responses have been received from homeowners.

New Business

Radar Signs Update – Ms. Warren informed the Council that the radar sign has arrived and that additional mounts will be ordered. Chief Smalls noted that the signs must be placed five feet away to ensure accurate readings.

Report of the Town Administrator

The Town Administrator congratulated the Town Clerk and Deputy Town Clerk on their successful completion of the South Carolina Municipal Association's Clerks/Treasurers Institute. She also noted that the Fire Department has been entered into the Municipal Associations of South Carolina Achievement Award contest for the new Fire Department.

Fire Department — The Fire Chief reported that his department has received a V-Safe Grant of \$14,050.00 to update the Advanced Delivery System (ADS) and purchase additional tools.

Police Department — The Police Chief reported that his department has received two new

vehicles, which are currently in the shop awaiting proper installation.

Maintenance Department Report — The Maintenance Supervisor reported that the new grabber for the John Deere tractors has been received, and the old tractor will be taken in for maintenance. Additionally, he noted that water bottles will be distributed to certain constituents for water sampling.

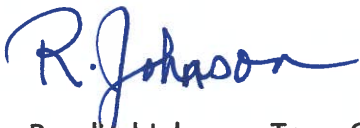
Executive Session

Mr. Jacobs entertained a motion to go into Executive Session to discuss Dick 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 7:30 p.m. without further discussion or vote.

Mr. Jacobs entertained a motion to adjourn the Meeting. It was moved by Ms. Shuler-Guinyard and seconded by Ms. Riley. The motion was carried unanimously. The meeting was adjourned at approximately 7:31 p.m.

Minutes submitted by

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

Rosalind Johnson, Town Clerk

Town of St. Matthews

Special Called Town Council Meeting Minutes

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

Tuesday February 18, 2025 at 6:00 p.m.

Council Members present:

Mayor Helen Carson

Marla Riley

Deidre Prickett

Sharon Bennett

Virgil Jacobs

Eloise Shuler-Guinyard

William "Webb" Carroll

Also Present:

Rosyl Warren, Town Administrator

Rosalind Johnson, Town Clerk

Gregory Sandlin, Fire Chief

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

The Town Administrator gave a review from the previous Public Hearing meeting concerning the requirement that recreational fires must be located at least twenty-five (25) feet from structures or combustible materials. A citizen had a concern regarding the footage requirement. It was decided to remove the sentence from Section 14-12 (Recreational Fire) stating that the outdoor container used must be at least twenty-five (25) feet from any other structure or combustible materials. Ms. Warren proposed establishing a system where the Police Department promptly informs the Fire Department of any issued citations requiring court appearances. This includes scheduling regular meetings between departments to discuss ongoing cases, upcoming court dates, and enforcement issues.

Ms. Sarrett advised the Council to review the verbiage in Section 14-11 regarding grills and fireplaces used for cooking. The Council discussed the need to enhance safety regulations for both grills and fire pits. Members noted that while the emphasis had been on fire pits, grills pose similar risks when placed near structures. Recommendations included specifying a safe distance for grill placement and ensuring that both appliances are addressed uniformly in the

ordinance. Additionally, the importance of incorporating provisions related to weather conditions, such as wind, and adhering to red flag warnings was highlighted to prevent fires from escalating under unfavorable conditions.

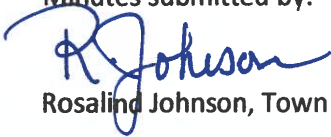
Ms. Warren informed the Council about several roads, including Rucker Drive (near the dentist's office), Huff Drive, Pou Street, Chestnut Street, and Azalea Drive, which have been affected by water leaks, leading to deteriorating conditions. Temporary fixes using milling have proven insufficient, necessitating proper asphalt repairs. Ms. Warren received a quote from Hardee Construction for \$17,900.00 for the necessary repairs. The Mayor entertained a motion to approve Hardee Construction to repair Rucker Drive (near the dentist's office), Huff Drive, Pou Street, Chestnut Street, and Azalea Drive. It was moved by Ms. Prickett and seconded by Ms. Bennett. The motion was carried unanimously.

The Mayor entertained a motion to go into an Executive Session to discuss a Personnel Matter (Administration). It was moved by Ms. Bennett and seconded by Ms. Riley. The motion was carried unanimously.

The council reconvened its Public Session at approximately 6:25 p.m. without further discussion or vote.

The Mayor entertained a motion to adjourn the meeting at approximately 6:25 p.m. The motion was moved by Ms. Bennett and seconded by Ms. Riley. The motion was carried unanimously.

Minutes submitted by:

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

Rosalind Johnson, Town Clerk