



MINUTES
Council Work Session
April 14, 2022 - 6:30 pm
South Congaree Town Hall
119 West Berry Rd.
West Columbia, SC 29172

Members in Attendance: Mayor Cindy Campbell, Mayor Pro-Tem Mechelle Mabry, Councilmembers Jim Drennan and Bobby Porter. Councilman Brian Jackson arrived at 7:45 p.m.

Also in Attendance: Town Attorney, John Rakowsky and Councilwoman Elect, Kitty Spires

The public was duly notified of the date, time, and place of this meeting.

I. Call to Order

Mayor Campbell called the meeting to order at 6:34 p.m.

A quorum was present.

Mayor Campbell led in the Pledge of Allegiance and gave the Invocation.

II. Items for Discussion

Employee Handbook

In continuing to update the Employee Handbook, Pro Tem Mabry presented the following items for council discussion: Nepotism Policy, Conflict of Interest, Dress Code Policy, Annual Leave Policy and after January 1, 2019, Maximum end of year Carry Over, Outside Employment and the use of town equipment, Random Drug Testing for Safety Sensitive Employees and Compensatory Time.

Mayor Pro Tem advised that the Nepotism section was included as per the MASC's template; the Conflict of Interest section also to be included per the MASC template. The Dress Code Policy was discussed to include acceptable and not acceptable attire for employees. Discussed the Annual Leave Policy and how the handbook currently reads. The maximum end of year carry over leave is five days. Council agreed to revisit the Leave Policy before approving. Discussed the Outside Employment Section and the use of town equipment; Random Drug testing for safety sensitive employees; and Comp Time. Councilman Drennan made a motion to approve all amendments and updates to the Employee Handbook upon Town Attorney approval. Town Attorney, John Rakowsky, stated he would approve compliance with previous discussion. Motion seconded by Councilman Porter.

Roll Call Vote –

Councilman Drennan – Yes

Councilman Porter – Yes

Mayor Pro Tem Mabry – Yes

Mayor Campbell – Yes

AHS Education Foundation

At the February 15th meeting Council approved to support the Airport High School Education Foundation by making a donation of \$400 to the Gala and fundraiser to be held on Tuesday, April 26th. Councilman Porter requested to see the form that was issued for the event that was to include himself and wife, Jennifer. Mayor Campbell provided a copy of the form to all of Council. Council discussed who to invite to fill the table of eight.

2022-23 Budget

Council received a schedule (budget calendar) for consideration to prepare for the 22-23 budget. Mayor Campbell asked if Council would prefer to schedule a separate work session to discuss the budget. Mayor Pro Tem Mabry advised council did not receive bank statements for December, January and February. Council agreed to meet on Monday, April 25th at 6:30 to work on the 2022-23 budget. Mayor Campbell asked Council if they would prefer the April 25 meeting be a working dinner meeting. Council agreed. Mayor Pro Tem Mabry made a motion to bring in dinner for the April 25th meeting, seconded by Councilman Drennan.

Roll Call Vote –

Councilman Drennan – Yes
Councilman Porter – Yes
Councilman Jackson – Yes
Mayor Pro Tem Mabry – Yes
Mayor Campbell - Yes

Planning Commission and Comprehensive Plan

Mayor Campbell stated the current Planning Commission members are Teddy Huff, Debbie McIver and Mike Gordon and asked if Council has any recommendations for appointments. Mayor Pro Tem Mabry stated none of the commission has had training and their year is up and it has been a year and a half. Mayor Pro Tem Mabry stated it is the Council's responsibility to make sure they get their training. Mayor Campbell asked how can we expect others to do what we don't do ourselves. Mayor Pro Tem Mabry stated because the law says they have to do it in a year; the law doesn't say we have to take training. Councilman Drennan stated because there is not total continuity between those of us on council because we roll off and on and that should be in the job description of the clerk to keep up with that. Mayor Pro Tem Mabry reiterated the law says in the end Council is responsible for making sure they are trained. Councilman Drennan stated that the commissions have been allowed to function improperly; therefore, council has not received the necessary minutes of their meetings. Mayor Campbell advised the minutes are supposed to be maintained in the Town Clerk's office. Councilman Jackson recommended Dee Branham. Mayor Campbell recommended Dennis Hester at 1440 Pine Street for the Planning Commission. Councilman Drennan recommended Gregory Wilson.

Councilman Porter asked Town Attorney, John Rakowsky, is he obligated to sign the Resolution Electing the Standard Allowance for Lost Revenues Under the American Rescue

Plan that he voted against that was passed by Council. Attorney Rakowsky advised Councilman Porter to sign the resolution being that it was passed by the majority of Council.

AHS JROTC

Mayor Campbell advised Master Sargent Harry Ferguson and the Airport High School JROTC will in attendance at the April 19th meeting and recognized for their outstanding achievements.

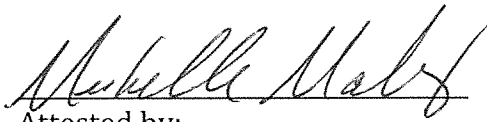
Town Attorney requested to include an executive session for Tuesday's meeting.

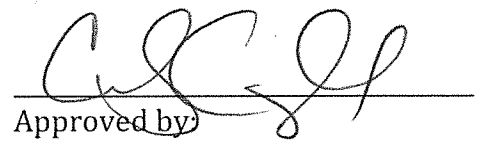
Swearing In Ceremony

Mayor Campbell asked if there were any requests for Tuesday's Oath of Office ceremony.

III. Adjournment

Council, on the motion of Mayor Campbell, seconded by Councilman Porter, voted unanimously to adjourn the meeting at 8:07 p.m.


Attested by:


Approved by
Cindy Campbell,
Mayor
5.17.2022
Date Approved