

**MINUTES**  
**SPECIAL COUNCIL MEETING/WORKSHOP**  
**MONDAY, APRIL 23, 2018**  
**5:00 P.M.**

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{Summary minutes of City Council meeting. Audio tapes of the meeting are on file and are included by reference as part of this meeting. An agenda of this meeting has been either mailed or made available to persons, organizations and local news media as per their request. The agenda gives the date, time and place of the meeting as well as the order of business. This disclosure is in compliance with the South Carolina Code of Laws of 1976, Section 30-4-80 (e).}

A special council meeting/workshop was held on Monday, April 23, 2018 at 5:00 P.M. at the City Municipal building with the following present:

**COUNCIL:** Mayor Harold Thompson, Mayor Pro Tem Robert Garner; Councilmembers Tommy Anthony, Vicki Morgan, Ricky Todd Harris, Pamela Sloss and Sonja Craig.

**CITY ATTORNEY:** None

**DEPARTMENTAL STAFF:** Gloria Rogers – Municipal Clerk/Personnel Director; Sam White - Public Safety Director; Perry Harmon – Public Service Director; Laura Hembree – Finance Director; Joe Nichols – Utility Director; Adam Harris – Assistant Utility Director; Leroy Edwards – Maintenance Shop Director, Rebecca Lance – Accounting Supervisor and Melissa Youngblood – Media IT Director.

**NEWS MEDIA:** Graham Williams – Union County News and Charles Warner – Union Times

**OTHERS:** None

**1. CALL TO ORDER**

Mayor Thompson called the meeting to order. He gave the invocation. The pledge of allegiance was given by all present. The roll was called by Municipal Clerk Gloria Rogers.

**2. BUSINESS**

**A. ORDINANCE - 1ST READING – ORDINANCE TO ESTABLISH THE STANDARDS FOR PLACEMENT OF SMALL WIRELESS FACILITIES ON COVERED AREAS IN THE CITY OF UNION**

Utility Director Joe Nichols states that the Municipal Association has put together a ordinance to provide policies and procedures for the placement of small wireless devices on City owned utility poles. This ordinance will allow municipalities to charge an application fee and yearly fee. The Municipal Association sent this out to all the cities.

Councilmember Craig asked Mr. Nichols if the City had Wi-Fi at one time. The Utility Director states that lightning stuck the receiver outside on the pole and it was never replaced. The cost to replace is about \$12,000.

Staff recommendation is to pass 1<sup>st</sup> reading of the ordinance.

**MOTION** by Councilmember Harris to pass 1<sup>st</sup> reading.

**SECOND** by Councilmember Sloss.

**CARRIED UNANIMOUSLY.**

**B. ORDINANCE – 1<sup>ST</sup> READING – AMENDING CITY OF UNION ECONOMIC DEVELOPMENT INCENTIVE PACKAGE**

Mayor Thompson states that the Union City Council voted on July 18, 2017 to implement an Economic Development Incentive Package to encourage private investment within the A-1 Central Business District. At a recent meeting it has come to the attention of Mayor and Council to expand that area to a greater portion of the City as a whole, thereby better serving the goals and increasing the benefits of the program that will benefit the City and its citizens. Staff recommends that the ordinance to amend the City of Union's Economic Development Incentive Program be approved by council.

**MOTION** by Councilmember Morgan to pass 1<sup>st</sup> reading.

**SECOND** by Councilmember Craig.

**CARRIED UNANIMOUSLY.**

**C. RESOLUTION – MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF UNION AND CATAWBA REGIONAL COUNCIL ON GOVERNMENTS – (JASON VANCE – SERVICES AGREEMENT)**

Mayor Thompson states that Jason Vance of Catawba Regional has offered to assist the City of Union, County of Union and the Union County Development Board with project management services. The Memorandum of Understanding, "MOU between the City of Union and CRPC for the provision of professional services and technical assistance to the City is primarily in the areas of construction projects. Utility Director Joe Nichols expressed his support for this service. This was discussed during the budget worksession and it was the consensus of council to present the MOU at a council meeting for approval; however there has been a rate increase of \$90 an hour to \$95 an hour. Council briefly discussed the change. Staff recommendation is to approve the MOU between the City of Union and Catawba Regional Council of Governments.

**MOTION** by Councilmember Sloss to approve the MOU between the City of Union and Catawba Regional Council of Government.

**SECOND** by Councilmember Harris.

**CARRIED UNANIMOUSLY.**

**D. LEASE AGREEMENT – MAIN STREET JUNCTION/OFFICE RENTAL**

Mayor Thompson states that on April 12, 2018, Amy Belue, Main Street Junction Manager, discussed a rental agreement for the upstairs office at the Main Street Junction immediately following items scheduled for the budget worksession. After a motion from Councilmember Sloss and a second from Councilmember Anthony, it was unanimous for Mrs. Belue to move forward with the lease. This agreement is based on a 3 month rental period at \$300 per month. The short term agreement is a trial period to see if the tenant is compatible with MSJ and MSJ with the tenant. After that three month period a longer term lease may be in order. The agreement is to begin on May 1, 2018, however the renter is very anxious to move in and would like to move in as soon as possible. Staff recommends that the tenant be allowed to move in prior to the May 1<sup>st</sup> date and those days occupied prior to May 1<sup>st</sup> be prorated into the first months rental payment.

**MOTION** by Mayor Pro Tem Garner to accept recommendation.

**SECOND** by Councilmember Anthony.

**CARRIED UNANIMOUSLY.**

E. DISCUSSION – CITY OF UNION BUDGET & PROCUREMENT POLICY-  
LAURA HEMBREE, FINANCE DIRECTOR

Finance Director Laura Hembree addressed council regarding the City of Union FY 2018-2019 Budget. She reviewed Council's request for a change in the funding amount for an outside agency in the general fund. There is an increase of \$2,000 for Youth Leadership Union from \$3,000 to \$5,000. Next she discussed the Hospitality & Accommodations Funding. A line item was created for Palmetto & Walker Days in the amount of \$17,500. The \$17,500 was taken out of the Special Events line item which was previously \$70,000 but is now \$52,500. Next the Finance Director discussed a 2.5% increase on water and sewer (volume only). She states that a 2.5% increase on water (volume only) would create \$44,680 in additional revenue and a 2.5% increase on sewer (volume only) would create \$42,260 in additional revenue. The total revenue is \$35,603,060. The Finance Director lastly states that the advertisement for the public hearing on the budget will need to be run in the newspaper on Monday, April 30, 2018.

Councilmember Morgan states that she has a problem with putting a 2.5% increase for water and sewer on the citizens when every department put in the same line item amount as last year whether they spent it or not. Councilmember Anthony asked if Council could waiver the increase for a year.

Utility Director Joe Nichols states that if you look at the overall rate study, water shows a negative rate of 38% and sewer is 55%. He states that if you choose not to go with the increase this year, the City may not be able to get by without raising the rates next year. Mr. Nichols also states that the City has a lot of capacity that's not selling and it cost a lot to operate.

Mayor Thompson states that some years ago the City did not do any rate increases for three or four years, then all of a sudden things went bad; the City hit a rough stop. After that, the consultants came in and suggest we raise our rates 25%. He further states that we can raise rates a little this year or have to double or triple it next year.

Councilmembers voiced their concerns on the rate increases as well as the budget. The Finance Director states that a customer who uses 4,000 gallons of water a month will see about a 72 cents increase. Councilmember Harris states that we need to try to work on something to help our citizens.

Mayor Thompson asked council to vote on an increase of 2.5% on water and sewer (volume only).

**For Increase:** Thompson, Garner, Anthony, Harris, Sloss, Craig

**Against Increase:** Morgan

**Carried:** 6 to 1

Next the Finance Director discussed the Purchasing Policy regarding the levels of authority. There are no proposed changes to the policy but if council wants to make any changes, they will need to be in place by July 1, 2018. Councilmember Morgan has concerns regarding the levels of authority on the authorized dollar amount that can be spent. Mayor Thompson states that if a situation comes up and it's to benefit the City, budget adjustments may have to be made. Councilmember Morgan wants Council to be made aware of department's spending.

Mayor Thompson states that once the budget is done, he will have a workshop regarding the change in the form of government.

The Finance Director states that she has sent a letter to the Buffalo Fire District regarding the annexation of the old McDonald's. Their current debt obligation for the District is a loan on a fire truck, with a balance of \$262,309.36. The City is proposing a one-time payment to Buffalo Fire District in the amount of \$1,500 which they are not in agreement with the amount. The City will get back with Buffalo Fire District for negotiation on the payment.

F. DISCUSSION/MOTION – WBCU 20<sup>TH</sup> ANNUAL SENIOR EXPO

Mayor Thompson states that May is National Senior Citizen's month and 1460 WBCU along with its co-sponsors want to once again honor our Senior Citizen's with our 20<sup>th</sup> annual Senior Citizen Expo, May 24, 2018. The expo will be held at the Tabernacle Baptist Church from 9 AM – 2 PM. There will be activities, entertainment and door prizes. The first package available is "Package A" which includes: 100 thirty-second ads, reservation of a booth at the Expo, 100 promos about the event. The cost is \$900 with \$475 to be paid in April and \$475 to be paid in May. The second package available is "Package B" which includes: 50 thirty-second ads, reservation of a booth at the Expo, 100 promos about the event. The cost is \$750 with \$375 to be paid in April and \$ 375 to be paid in May. A motion is needed from Council to sponsor WBCU's 20th Annual Senior Citizen Expo.

**MOTION** by Mayor Pro Tem Garner to sponsor WBCU 20<sup>th</sup> Annual Senior Citizens Expo in the amount of \$500.

**SECOND** by Councilmember Sloss.

**CARRIED UNANIMOUSLY.**

3. **ADJOURNMENT**

**MOTION** by Mayor Pro Tem Garner to adjourn.

**SECOND** by Councilmember Sloss.

**CARRIED UNANIMOUSLY.**

Council meeting adjourned at 5:41 P.M.

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Gloria J. Rogers, Municipal Clerk

Minutes approved \_\_\_\_\_ 2018