

MINUTES
Town of Lexington
Executive Session and
Council Work Session

July 12, 2021

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Town Council held a Reception for Keith Frost, Planning Commission Chair, followed by an Executive Session at 6:00 p.m. and Council Work Session at 6:30 in the Conference Center, followed by the July Regular Council meeting at 7:00 p.m. (separate minutes) in the Council Chambers on July 12, 2021 at 111 Maiden Lane, Lexington, South Carolina (*Summer Schedule*). The meetings were attended by: Mayor Steve MacDougall, Mayor Pro-Tem Hazel Livingston, Councilmembers Kathy Maness, Todd Carnes, Ron Williams, Steve Baker and Todd Lyle.

Staff members present were: Town Administrator Britt Poole, Assistant Town Administrator Stuart Ford, Municipal Attorney Brad Cunningham, Assistant Police Chief Matt Davis, Planning, Building and Technology Director John Hanson, Assistant Zoning Administrator Jessica Lybrand, Economic Development Johnny Jeffcoat, Transportation Director Randy Edwards, Utilities and Engineering Director Allen Lutz, Finance Director Kathy Pharr, Parks and Sanitation Director Dan Walker, Parks and Sanitation Assistant Director Johnny Dillard, Assistant to the Town Administrator Wesley Crosby, Communications Manager Laurin Barnes, I.T. Manager Bea Daniels, Digital Media Coordinator Darrell Pritchard, Assistant Municipal Clerk Karen Hanner and Municipal Clerk Becky Hildebrand.

There were approximately twenty (20) citizens present and no news media members were present.

OPENING STATEMENT and CALL TO ORDER

Mayor MacDougall welcomed everyone to the Council Work Session and called the meeting to order at 6:48 p.m. He read an opening statement to explain the procedures of a Council Work Session which stated: *“Work Sessions are less formal business meetings that enable Council to obtain and discuss information regarding Town issues from Staff members and/or consultants. Like Regular Council Meetings, citizens are encouraged to attend and observe Work Sessions; however, they do not include Public Hearings, but do allow for public comment at the end of the Work Session unless otherwise called on by Council. Council does not take an action vote on items during a Work Session other than to vote to place an item on Council’s next Regular Council Meeting agenda for consideration and an official vote. Council Work Sessions are taped for use by the Municipal Clerk only and Minutes are taken and posted on the Town’s web page following approval of Council.”*

EXECUTIVE SESSION REPORT

Mayor MacDougall reported that the *Executive Session* was called to order at 6:00 p.m. after a motion was made by Councilmember Maness and seconded by Mayor Pro-Tem Livingston to go into *Executive Session*. The motion was unanimously carried. Council adjourned from *Executive Session* at 6:35 p.m. after a motion was made by Councilmember Williams and seconded by Councilmember Lyle. The motion was unanimously carried. Mayor MacDougall reported that pursuant to SC Code §30-4-70(a) (1) and (2), Council met in *Executive Session* to discuss: two legal issues regarding pending litigation and advice regarding agenda items; three contractual items regarding a sewer contract, discussion of a contract to sell town owned property and a transportation project, and four personnel issues. No vote was taken. A motion was made by Councilmember Williams and seconded by Councilmember Maness to ratify the Mayor's report. The motion was unanimously carried.

DELETIONS ON AGENDA: None.

APPROVAL OF MINUTES: A motion was made by Councilmember Carnes and seconded by Councilmember Maness to approve the minutes as submitted from Council's Work Session and Council's Regular Meeting both held on June 14, 2021. The motion was unanimously carried.

BUSINESS ITEMS: (For discussion and recommendation for Council's August 16, 2021 Regular Council Meeting.)

1. **Boards and Commissions Application from Mr. Joseph Robertson - Municipal Clerk Becky Hildebrand:** The Town received an application from Mr. Joseph Robertson who expressed an interest in serving on the Town of Lexington's Planning Commission or Board of Zoning Appeals. Both Boards currently have vacancies. Mr. Robertson is a Town resident. (Copy of application attached.)

A motion was made by Councilmember Williams and seconded by Councilmember Carnes to place the item on Council's August 16, 2021 agenda for consideration. Councilmember Carnes stated that Council would decide which Board by the next meeting. Councilmember Williams confirmed that Mr. Hanson had talked to Mr. Robertson who indicated he preferred the Planning Commission but he would serve on either Board. The motion was unanimously carried.

2. **Potential Transfer of Interest in Town Property – Municipal Attorney Brad Cunningham:** Lexington Villas HOA asked for permission to access Town property for the purpose of reaching Fourteen Mile Creek. The Association wants to use the water for irrigation. They propose

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accessing the creek either through an easement across Town property or a purchase of a small piece of Town property. Council was provided a map of the Town owned parcel. (Copy attached.) Lexington Villas is in the bottom right corner. Lexington Villas is located off Whiteford Way behind Lowes. They will have to cross one or two other properties as well, depending on the route they take and the access point. Mr. Cunningham added that a transfer of Town property would require an Ordinance.

A motion was made by Councilmember Baker and seconded by Mayor Pro-Tem Livingston to place the item on Council's August 16, 2021 agenda for consideration of First Reading. The motion carried with a vote of six (6) in favor of the motion and one (1) opposed (MacDougall).

3. **Resolution Authorizing Issuance of General Obligation BANs – Assistant Town Administrator Stuart Ford:** The Town's General Obligation BANs of 2020 totaling \$7.25 Million mature on September 1, 2021. The financing plan for various general government projects provides for construction period project costs to be initially financed by Bond Anticipation Notes (BANs). Permanent (long-term) financing will ultimately be accomplished with a mix of General Obligation Bonds and Revenue Bonds supported by Impact Fee and Hospitality Tax revenues. In order to rollover the 2020 General Obligation BANs Town Council will need to adopt a Resolution providing for the terms of issuance. Bond Counsel will draft the Resolution. Council was asked to place this item on their August Council agenda for the adoption of a Resolution for Issuance of General Obligation BANs. Budget and Finance: State Law allows for BANs to be issued with maturities of up to one year. The use of low interest short-term BANs is designed to minimize overall financing costs and maintain financial flexibility during the project construction phase. Long-term financing will include both General Obligation Bonds and various Revenue Bonds. Multiple possible funding sources for future debt service include ad valorem tax, Impact Fees and Hospitality Tax revenues.

A motion was made by Councilmember Lyle and seconded by Councilmember Williams to place the item on Council's August 16, 2021 Council meeting agenda for consideration. The motion was unanimously carried.

4. **Consideration of Memorial – Assistant to the Town Administrator Wesley Crosby:** Mayor MacDougall requested that Council have a discussion about a potential memorial at the US378 and Old Cherokee intersection.

Town Administrator Poole stated that at Council's last Work Session they discussed that the likelihood of getting such a memorial allowed in a SCDOT easement is very limited. He had reached out to Saxe Gotha

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Presbyterian Church and they would take the request through their process and it could likely take many months. Mr. Poole suggested that Council request to bring this item back in a few months at which they could start the process of obtaining a small, maybe 4 x 4 feet, piece of land. He added that the church is open to the idea, but it has to go through their process. Mr. Poole stated that Mr. Crosby had obtained some estimates for a granite monument and they ranged from \$8,000 to \$16,000, but it would have to be designed first in order to get a solid price. He suggested that Council give Staff the authority to go ahead with the process followed by the design stage and cost quotes.

Mayor MacDougall thanked Mr. Poole and Mr. Crosby and asked Council if they had any questions. Councilmember Lyle commented that it was a great effort.

A motion was made by Councilmember Williams and seconded by Councilmember Lyle to table the item until Staff could obtain more information from the church. Mayor MacDougall stated that it seemed logical to get the land first before paying for a monument.

5. (Deferred to September 20, 2021 Work Session) **Social Media Strategy Presentation – Communications Manager Laurin Barnes:** Town Administrator Poole stated that he asked Ms. Barnes to do a presentation on social media as he has been learning a lot about it. He added that some of the information she had shared with him, he thought would be enlightening for Council.

Councilmember Maness stated that this is an extremely important topic that Council needs to talk about and she would prefer to move this item to Council's September Work Session when they are back on the regular schedule which would give them time to really study the information. She added that tonight they were trying to start the Council meeting at 7:00 which would not give them enough time to talk and ask questions about social media. Mayor Pro-Tem Livingston agreed that Council would need more time on this item.

Councilmember Lyle asked if Council could get a brief synopsis to determine if it will take some time. Town Administrator Poole stated that the topic will take a little while and he estimated 10 minutes. He added if Council wanted a brief synopsis it would be that in the past two years the Town of Lexington has the largest social media presence of any non-law enforcement jurisdiction in the Midlands of South Carolina. He added that it is more than the County, more than any other city government, including the City of Columbia by thousands, which is important. Councilmember Lyle stated that since the Town brought Ms. Barnes onto Staff this has been a very good thing.

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Councilmember Maness agreed and added that it is fabulous, which is why the Council needs to spend more in depth time with it.

A motion was made by Councilmember Maness and seconded by Mayor Pro-Tem Livingston to table this item until Council's September 20th Work Session. Mayor MacDougall thanked Ms. Barnes for being ready tonight and everyone is excited about seeing this information but they did want to give her the right amount of time. The motion was unanimously carried.

COUNCIL/STAFF COMMENTS: None.

PUBLIC COMMENTS: None.

NEW MEDIA COMMENTS: None.

ADJOURNMENT: There being no objection from Council, Mayor MacDougall adjourned the Council Work Session at 7:01 p.m. and announced that Council would move right into the Regular July Council meeting.

Respectfully submitted by:

Becky P. Hildebrand, CMC

APPROVED BY:

Steve MacDougall
Mayor

FOIA COMPLIANCE – Public notification of this meeting was published, posted and mailed in compliance with the Freedom of Information Act and the Town of Lexington requirements.