

**CHESTERFIELD COUNTY COUNCIL  
REGULAR MEETING  
COUNCIL CHAMBERS  
December 6, 2023 .....9:00 A.M.**

**PRESENT:** Council Members: Douglas Curtis, Gerald L. Miller, Todd Smallwood, Hattie Burns, Ben Conklin, Todd Smallwood and Ethan Foard.

**ABSENT:** Chairman Rhett Butler, Vice-Chair Mary Anderson and Council Member Bruce E. Rivers

**OTHERS PRESENT:** Tim Eubanks – Administrator, Michelle Stanley – Finance Director, Betty M. Boswell – Clerk to Council/Administration Office Manager, Libby Lear – Economic Development Director, Lisa Gainey – Economic Development, C. Heath Ruffner – County Attorney/Assistant Administrator, Sheriff Cambo Streater, Kip Kiser – Coroner, Reverend James Johnson, Jack Hurst, Lauren Baker – Duke Energy, James Dixon and Jacqueline Hough – The Link. There were others who did not sign the sign-in-sheet.

**PRESS:** Pursuant to the Freedom of Information Act, notice of the meeting, date, time, place of meeting and agenda were posted on the bulletin board at the County Administrative Offices, 178 Mill Street, Chesterfield, SC, and the County Website ([www.chesterfieldcountysc.com](http://www.chesterfieldcountysc.com)). In addition, it was made available to the newspapers and concerned citizens (*upon request*).

**CALL TO ORDER AND PRAYER**

Council Member Burns, Acting Chair as appointed by Chairman Butler pursuant to Standing Rule 3 and the attached Appointment of Substitute Chair, welcomed everyone and Council Member Miller opened the meeting with prayer and led in the Pledge of Allegiance.

**ADOPTION OF AGENDA**

Council Member Burns advised there was a need to amend the Agenda to add Project Pack as Agenda Item 19.a.iii. and that no action will be taken on this Item after exiting Executive Session.

Council Member Curtis made a motion to adopt the December 6, 2023 meeting agenda, with said amendment. Council Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**APPROVAL OF MINUTES**

**a. November 1, 2023 - Regular Meeting**

Council Member Miller made a motion to approve the November 1, 2023 Regular Meeting Minutes. Council Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

## **SIGNING OF BONDS, PAYROLL, AND AUTHORIZATIONS**

Bonds, payroll and authorizations were distributed to Council for approval by signatures.

## **PUBLIC HEARINGS**

### **a. Reassessment Postponement Ordinance – Public Hearing**

Council Member Curtis made a motion to open the Public Hearing. Council Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

There were no oral comments from the public made nor were any written comments received.

Council Member Curtis made a motion to close the public hearing. Council Member Miller seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

## **ORDINANCE READINGS AND RESOLUTIONS**

### **a. Reassessment Postponement Ordinance – 3<sup>rd</sup> Reading**

Council Member Curtis made a motion to pass 3<sup>rd</sup> Reading. Council Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

### **b. Project Apollo FILOT Ordinance – 2<sup>nd</sup> Reading**

Council Member Conklin made a motion to pass 2<sup>nd</sup> Reading. Council Member Curtis seconded the motion. Voting in favor of the motion were Council Members Conklin, Miller, Curtis, Burns and Smallwood. Voting in opposition of the motion was Council Member Foard. Motion passed 5-1.

### **c. Second Master MCP Park Ordinance (Project Apollo) – 2<sup>nd</sup> Reading**

Council Member Conklin made a motion to pass 2<sup>nd</sup> Reading. Council Member Miller seconded the motion. Voting in favor of the motion were Council Members Conklin, Miller, Curtis, Burns and Smallwood. Voting in opposition of the motion was Council Member Foard. Motion passed 5-1.

## **ITEMS SUBMITTED BY STAFF**

### **a. Setting Meeting Dates/Time – Eubanks**

Administrator Eubanks recommended the following dates and times for the 2024 Regular Council Meetings: January 3, February 7, March 6, April 3, May 1, June 5, July 3, August 14, September 4, October 2, November 6, and December 4. All meetings will begin at 9:00 a.m.

Council Member Curtis made a motion to approve the above 2024 Regular Council Meeting dates and times. Council Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**b. Setting Holiday Schedule – Eubanks**

Administrator Eubanks recommended the following dates and times for the 2024 County Holiday Schedule: January 1, January 15, February 19, March 29, May 27, June 19, July 4, September 2, November 11, November 27, November 28, November 29 and December 24, December 25 and December 26.

Council Member Smallwood made a motion to approve the above 2024 County Holiday Schedule. Council Member Conklin seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**ADMINISTRATOR'S COMMENTS:**

- Reminded Council of the Christmas luncheon scheduled for Wednesday, December 13, 2023 from 11:00 a.m. to 2:00 p.m.
- Advised Council that a Public Meeting will be held regarding the County Joint Comprehensive Plan at 5:30 p.m. on Thursday, January 4, 2024 at the County Administration Building.
- Updated Council on the Convenience Center issue with out of state/county residents using the Convenience Centers.
- Advised the repeaters are up and that there's still some tweaking that needs to be done.
- Reminded everyone Convenience Centers will be closed the Saturday before Christmas.

**EXECUTIVE SESSION**

a. Pursuant to S.C. Code §30-4-70(a)(5), Council entered into executive session for the discussion of matters relating to the proposed location, expansion, or the provision of services encouraging location of expansion of industries or other businesses in the area served by the county regarding the following:

- i. Lynches River Industrial Park – Infrastructure Development
- ii. Project Furnace

b. Pursuant to S.C. Code § 30-4-70(a)(1), Council entered into executive session for discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of employees.

Council Member Smallwood made a motion to enter into executive session. Council Member Conklin seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

Council Member Smallwood made a motion to exit executive session. Council Member Curtis seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**REGULAR SESSION**

Council Member Burns reported Council is back in regular session and that no action was taken and no motions were made in executive session other than to exit executive session.

**Agenda Item 19.a.i. – Lynches River Industrial Park Infrastructure**

Council Member Smallwood made a motion that Council approve the use of \$371,200.00 of Economic Development funds for Lynches River Industrial Park Infrastructure. Council Member Curtis seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**Agenda Item 9.b. – Personnel**

Council Member Foard made a motion to approve a \$500.00 one-time pay supplement for all part-time and full time employees to be prorated based on last twelve months of employment with the County. No supplement shall exceed \$500.00 and should not include elected officials. The funds will be appropriated through ARPA funds. Council Member Conklin seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**ADJOURN**

Council Member Curtis made a motion to adjourn. Council Member Foard seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**APPROVED:**

**ATTEST:**



Council Member Hattie Burns

Date: January 3, 2024



Betty M. Boswell, Clerk to Council

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF CHESTERFIELD )

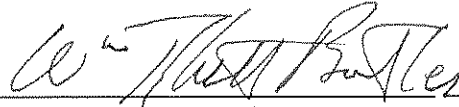
APPOINTMENT OF SUBSTITUTE CHAIR

WHEREAS, the undersigned, Wm. Rhett Butler, Chair of Chesterfield County Council, is informed and believes that the Chair and Vice-Chair will be absent from the regular council meeting on December 6, 2023; and

WHEREAS, Rule 3 of the Chesterfield County Council Standing Rules provides that, "The chairman, in the absence of the vice-chairman, may name a member to fill his or her place during an occasional absence from the chair, but such substitution shall not extend beyond an adjournment."

NOW, THEREFORE, based on the foregoing, the Chair does hereby appoint Council Member Hattie Burns to serve as Chair and preside over the regular council meeting on December 6, 2023, and to take any and all action as Chair in doing so, until adjournment of said meeting.

This appointment takes effect immediately upon commencement of the regular council meeting on December 6, 2023, and remains in full force and effect until adjournment of said meeting.



Wm. Rhett Butler, Chairman  
Chesterfield County Council

(SEAL)

ATTEST:



Betty M. Boswell, Clerk to Council