

**CITY OF NORTHWEST
REGULAR COUNCIL MEETING
TUESDAY, OCTOBER 26, 2021
7 PM**

ASSEMBLY

The Northwest City Council held their regular monthly meeting on Tuesday, October 26, 2021, 7 PM, at the Northwest City Hall located at 4889 Vernon Road.

Council Present: James Knox, Mayor; Councilmen: Charles Carroll, Michael Troy and Councilwoman Sheila Grady

Absent: Councilman Aaron Perkins

Also Present: Gwen Spicer, Retired City Clerk

CALL TO ORDER & INVOCATION

Mayor Knox called the meeting to order at 7 PM. He thanked everyone for coming out. He then asked one of the council members to give the invocation and as we pray let us remember Donna Strickland, City Clerk who is suffering with pneumonia.

Councilman Troy gave the invocation.

PUBLIC COMMENTS

Darlene Ballard stated that the last couple of meetings she kept hearing about some of the issues with the police department about personnel matters. She wants to know if you are having personnel issues, who is responsible for handling personnel issues and what are the personnel issues? Mayor Knox answered and said some issues cannot be disclosed. Then she asked; who deals with personnel issues? Mayor Knox said that the council on a whole deal with issues.

Ernest Fields stated that the city got a grant for the roads. He wants to know, what is the hold up? It's hurricane season and everything is slow. He wants to know why? Councilman Troy answered that roads must be surveyed for the easements to make sure we are not on other people property. They have three roads that the surveyor will be doing (Vee's Road, Port Royal and Smith Trail). Until we know what we can do, we must hold off. Once we know we will start back to work on certain things. Right now, the trees have been cut back and poison the side of the roads. On top of that, we are using certain rocks (crushed asphalt) and it's hard to get. Whenever we can get it, we will start putting rocks back on the roads.

Sylvester Ballard stated that on his property when it rains now, he gets substantial property damage because the ditches have not been maintained. He has spent substantial amount of money trying to off-set the flooding on his property. He wants to know since the damage he has received because of the ditches not being maintained, will the city bare any financial responsibility? Mayor Knox said he didn't think so, but they will check into that. Councilman Troy stated that Vee's Road will alleviate some of the flooding. Mayor Knox asked Mr. Ballard

to come back up. He said the question he asked about would the city bare any responsibility and what that could do is to make every road like that put in a complaint and he don't know if the city would be able to do that. He doesn't know how that would be handled right now. It's a great responsibility to do one and we have other roads.

DISCUSSION & ACTION ITEMS

A. Cleaning of City Hall

Staff is asking council to allow Shaunetta Hannah to clean City Hall twice a month for \$75 each time. The total will be \$150 monthly. A schedule will be created to ensure City Hall is cleaned prior to Council and Planning Board meetings. Councilman Carroll said he thought that was a good price.

MOTION

Councilman Carroll **MOVED, SECONDED** by Councilman Troy to allow Shaunetta Hannah to clean the City Hall twice a month for \$75.00 each time. Upon vote the motion carried unanimously.

B. RESCHEDULE DECEMBER'S COUNCIL MEETING

MOTION

Councilwoman Grady **MOVED, SECONDED** by Councilman Carroll to reschedule December meeting to December 21st. Upon vote the motion carried unanimously. Mayor Knox stated that whether we be outside will depend on the state and CDC guidelines.

C. COPIER CONTRACT

It is time to renew the copier contract. We currently pay \$322.95 per month and the proposed cost is \$298.90. The savings is \$24.05 monthly. The copier we currently have is above adequate for the City's needs. By renewing the contract, it allows the City to have all toner, drums, service calls, parts and labor included in the above cost.

MOTION

Councilman Michael Troy **MOVED, SECONDED** by Councilman Charles Carroll to renew the copier contract. Upon vote the motion carried unanimously.

A copy of the contract will be placed in Exhibit Book V.

D. FUN DAY COMMITTEE

Councilwoman Grady made the report. She reported that the committee met on October 7 and at that meeting, it was voted on to change the name to the Recreation Committee. They have 5 events planned. They are Trunk or Treat, Veteran's Day, Christmas, Easter, and Founder's Day. They had another meeting last night which was the 25th to finish up discussions on the trunk or treat. She thanked Mrs. Spicer for preparing the treat bags for the city. Right now, they have 7 definite yes for the trunks. Trunk or Treat will be Saturday, October 30 from 4-

6 pm. They are asking all those individuals that will be participating to be out here no later than 3:30 pm to get set up and ready. They discussed Veteran's Day. They want to honor our veterans. A short program will be planned. Please give all names that served in the military from the City of Northwest to the City Clerk or Councilwoman Grady. This event will be Tuesday, November 7 at 1 pm. The recreation committee also talked a little bit about a Christmas activity. They're looking at lighting the tree. They talked about the tree in Mr. Haywood Miller's yard this year. Another idea was having a yard decoration contest in the community (1st, 2nd & 3rd place prizes). It will be finalized at their next meeting which is scheduled for November 14th. They're also looking at an Easter and Founder's Day activity.

E. UPDATES

- **Front Porch, Concession Stand, Park Shelter & Handicap Ramp**

Work has begun on the front porch and will be finished in time for Veteran's Day ceremony.

- **Concession Stand**

Materials have been ordered and was received today from McPherson's. Hopefully, work will be completed this weekend coming up.

- **Handicap Ramp**

Mr. Grainger is figuring the cost to do the handicap ramp all in concrete and will get up with Councilman Carroll as soon as possible. Mayor Knox stated that the ramp will be on the front. It will be concrete or aluminum. He asked the public for their input. The public said concrete.

- **Conex box bid open and new shelter**

Mayor Knox opened the three bids that were received for the cream colored conex box. The winning bidder was Walter Burckhalter.

- **Shelter**

Now that we have sold the last conex box, we only have to move the carport and white building out of the way of the new shelter. We can schedule the time our building can be delivered and put together. Donna Strickland will keep everyone updated.

Councilman Troy pointed out that today was the day that they were supposed to bring in names to replace Councilman Miller. He has one person that he wants to nominate and that is Mr. Sylvester D. Ballard.

MOTION

Councilwoman Grady **MOVED, SECONDED** by Councilman Carroll to close the nomination on the said name.

Mayor Knox asked:

Are there any more nominations?

Are there any more nominations?

Are there any more nominations?

There were no other nominations. Upon vote the motion carried unanimously.

Mayor Knox asked Mr. Ballard to please come forward. He then asked Mr. Ballard if he would accept the nomination as replacement for Councilman Miller. He stated, yes, he will accept.

MOTION

Councilman Troy **MOVED, SECONDED** by Councilman Carroll to accept the nomination, and appoint Mr. Sylvester D. Ballard as Councilman Miller's replacement. Upon vote the motion carried unanimously.

Mayor Knox said as soon as the paperwork is done, he will be sworn in this week. He asked Mr. Ballard if he had anything to say. He said that he is looking forward to serving the community in a greater capacity than just being a citizen. He looks forward as being actively involved in what's going on. Hopefully, they can make Northwest what it's destined to be.

LIAISON REPORTS

Administration

Mayor Knox

Mayor Knox stated that he didn't have anything right now except that Mrs. Donna Strickland is out sick and she's working on getting well. He told her not to come in. He also asked if the new bank signature cards are in. Councilwoman Grady said she didn't think they were in yet.

Annexation, IT & Marketing

Councilman Perkins

Not present – no report.

Park *

Mayor Knox

Mayor Knox reported that he noticed some kids were out there on the swings, so they need to be taken down. The city doesn't want anybody to get hurt. We're supposed to be getting a new swing set turned a different way. We need the entrance closed. Clerk will ask Darnel Brooks to take the swings down.

Police

Councilman Carroll

Councilman Carroll stated that the police report is in their packet. Mayor Knox pointed out that some of the calls are outside the city limits. He said everything is going well. Councilman Carroll reported that they are still receiving applications for the police chief and officers. Mayor Knox stated that this is going to be vetting by US ISS and then forwarded back to them. They're about to complete their work and write up guidelines they're doing to make everything function well in the police department. Councilman Carroll said he is pleased with what they have done so far. Mayor Knox said they're working hard to bring our police department up to top notch. There is nothing in there criminally. The DA is cooperating with them well as they are doing their work.

MOTION

Councilman Carroll **MOVED, SECONDED** by Councilwoman Grady to accept the police report. Upon vote the motion carried unanimously. A copy of the police report will be placed in Exhibit Book V.

Roads

Councilman Troy

Councilman Troy reported that citizens are complaining on Smith Trail about people speeding. Need more police patrol and order a speed limit sign. The officers were asked; what the speed limit should be? They suggested 20 mph.

MOTION

Councilman Troy **MOVED, SECONDED** by Councilwoman Grady to have the speed limit 20 mph. Upon vote the motion carried unanimously.

Councilman Troy also reported that water is backing up in Ellen Acres. Mayor Knox stated that some of that maybe due from the Bojangles they're building. It will have to be checked out.

Finance & Emergency Preparedness

Councilwoman Grady

Councilwoman Grady stated that the finance report is not in their packet. The Finance report will be in our November meeting for October & November.

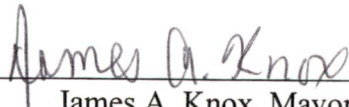
Mayor Knox apologized for passing the microphone back and forth. He said they are looking for a PA system where each council member will have a mic. Sylvester Ballard suggested that since we will be doing more activities outside, we need to get a good one. Mayor Knox thanked him for his input.

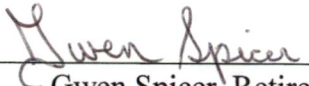
MOTION

Councilman Troy **MOVED, SECONDED** by Councilwoman Grady to get the best quality microphones we can afford. Upon vote the motion carried unanimously.

ADJOURNMENT

Councilwoman Grady **MOVED, SECONDED** by Councilman Troy to adjourn the meeting. The meeting adjourned at 7:55 pm.


James A. Knox, Mayor


Gwen Spicer, Retired Clerk

Minutes were taken and transcribed by Gwen Spicer.

10/26/2021