

Mayor
ISAIAH SCIPIO
City Council
CAMERON RIVERS, Mayor Pro-Tem
FLOYD ROGERS
ALLIE WINTER



Administrator
TIM O'BRIANT
City Clerk
DONNA F. OWEN

City of Pickens

www.cityofpickens.com

AGENDA
CITY COUNCIL WORK SESSION

Monday October 28, 2024

6:00 p.m.

CITY HALL

219 PENDLETON STREET
PICKENS, SOUTH CAROLINA

1. WELCOME AND CALL TO ORDER:
2. INVOCATION AND PLEDGE OF ALLEGIANCE:
3. COMMENTS FROM THE MAYOR:
4. ADMINISTRATOR'S REPORT/FINANCE REPORT:
5. DISCUSSION OF SCIIP GRANT CHANGE ORDERS:
6. DISCUSSION OF COUNCIL RULES OF ORDER:
7. CONVENE INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL AS IT RELATES TO COMPENSATION MARKET ANALYSIS: (Section 30-4-70 (a) (1))
8. RECONVENE INTO PUBLIC SESSION:
9. ACTION AS A RESULT OF EXECUTIVE SESSION:
10. COMMENTS FROM COUNCIL MEMBERS:
11. ADJOURNMENT:

**City of Pickens
Council Meeting
Finance Director's Report
October 23, 2024**

Finance Report as of October 23,2024

- 24/25 Budget Amendment completed
- 2012 & 2015 Hospitality Bonds are paid in full (per approved budget using remaining ARPA funds)
- All outstanding checks have been submitted to the SC State Unclaimed Property Program and cleared from our books. The city had a total of 199 uncleared checks (2016-2023) in the amount of \$13,284.84
- FY22/23 audit is scheduled to begin December 2024
- We are still in the process of investing the approved monies to LGIP and the institution with the highest available rate.
- Wells Fargo was the only institution to respond to our RFP therefore, services will remain there.
- All other Financial Reports are attached.

Mandy K. Hess
Finance Director
City of Pickens



**Monthly Financial Report
Fiscal Year 2024 Through
23-Oct-24**

GENERAL FUND

<i>Category</i>	<i>Annual Budget</i>	<i>YTD Actual</i>	<i>% of Budget</i>	<i>% Year Passed</i>
Revenues	\$ 5,316,791	\$ 1,410,654	26.5%	33.0%
Expenditures	\$ 5,316,791	\$ 1,445,176	27.2%	33.0%
Revenues Over (Under) Expenditures	\$ (0)	\$ (34,522)		

UTILITY FUND

<i>Category</i>	<i>Annual Budget</i>	<i>YTD Actual</i>	<i>% of Budget</i>	<i>% Year Passed</i>
Revenues	\$ 5,149,414	\$ 964,132	18.7%	33.0%
Expenditures	\$ 5,149,414	\$ 753,909	14.6%	33.0%
Revenues Over (Under) Expenditures	\$ -	\$ 210,223		

HOSPITALITY TAX FUND

<i>Category</i>	<i>Annual Budget</i>	<i>YTD Actual</i>	<i>% of Budget</i>	<i>% Year Passed</i>
Revenues	\$ 1,200,000	\$ 749,522	62.5%	33.0%
Expenditures	\$ 1,200,000	\$ 571,147	47.6%	33.0%
Revenues Over (Under) Expenditures	\$ -	\$ 178,375		

RECONCILED BANK ACCOUNT BALANCES

<i>Account</i>	<i>Balance</i>
Wells Fargo Operating Account	\$ 4,430,207
Wells Fargo Hospitality Tax Account	\$ 544,996
Wells Fargo Grant Account	\$ 20
South State Seized Account	\$ 2,910
South State PEPI Account	\$ 12,987
Total Cash in Bank	\$ 4,991,120

ACCOUNTS PAYABLE CHECK REGISTER

City Of Pickens

FY 2024-2025

Check Register for 9/1/2024 to 10/23/2024 & Check Numbers 0 to 2147483647

Cash Account 10-0100-1002

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
Check Run: 1406					
52317	09/04/2024	1004 BIVENS HARDWARE	Check	No	40.75
52318	09/04/2024	5444 BLUE LION DIGITAL	Check	No	2,200.00
52319	09/04/2024	6116 Cassie Patterson	Check	No	84.00
52320	09/04/2024	5511 Computer Consultants and Merchants, Inc.	Check	No	211.29
52321	09/04/2024	6093 Debra L. Gravley	Check	No	1,500.00
52322	09/04/2024	1085 DUKE POWER	Check	No	66.74
52323	09/04/2024	1889 GREENVILLE OFFICE SUPPLY GOS	Check	No	519.15
52324	09/04/2024	2718 MANSFIELD OIL COMPANY	Check	No	6,107.92
52325	09/04/2024	1019 MOBILE COMMUNICATIONS AMERICA, INC.	Check	No	90.95
52326	09/04/2024	4924 MUNICIPAL ASSOCIATION OF SC	Check	No	250.00
52327	09/04/2024	1047 NICHOLSON BUSINESS SYSTEMS	Check	No	132.00
52328	09/04/2024	1398 PICKENS COUNTY COURIER, LLC	Check	No	1,030.00
52329	09/04/2024	2792 PROTECT YOUTH SPORTS	Check	No	534.70
52330	09/04/2024	1305 SAFE INDUSTRIES	Check	No	1,259.39
52331	09/04/2024	4421 SCDNR - WATERCRAFT SECTION	Check	No	10.00
52332	09/04/2024	1017 SC STATE TREASURER	Check	No	5,802.74
52333	09/04/2024	5095 SHRED A WAY	Check	No	96.00
52334	09/04/2024	1054 SIX MILE WATER DISTRICT	Check	No	31.61
52335	09/04/2024	6115 Southern Corrosion	Check	No	25,528.00
52336	09/04/2024	1009 SUPERIOR PARTS CO., INC	Check	No	36.10
52337	09/04/2024	1042 TRI-COUNTY ACE	Check	No	859.24
Check Run 1406 Check Total					\$46,390.58
Check Run 1406 Update Only					\$0.00
Check Run 1406 Total					\$46,390.58

Check Run: 1407					
52338	09/10/2024	1377 13TH CIRCUIT ASSET FORFEITURES	Check	No	604.44
52339	09/10/2024	6111 Annika Lynn Weis	Check	No	40.00
52340	09/10/2024	2920 BHSPC-BEHAVORIAL HEALTH SERVICES	Check	No	50.00
52341	09/10/2024	2233 BOUND TREE MEDICAL	Check	No	353.87
52342	09/10/2024	5953 BREATHE EASY CLEANING CO.	Check	No	400.00
52343	09/10/2024	5292 BRIAN K HOPKINS	Check	No	90.00
52344	09/10/2024	5843 CINTAS CORP	Check	No	74.90
52345	09/10/2024	5468 CIVICPLUS LLC	Check	No	3,641.71
52346	09/10/2024	5943 COOPER GUFFEE	Check	No	90.00

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City Of Pickens

FY 2024-2025

Check Register for 9/1/2024 to 10/23/2024 & Check Numbers 0 to 2147483647

Cash Account 10-0100-1002

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
52347	09/10/2024	6093 Debra L. Gravley	Check	No	3,000.00
52348	09/10/2024	2913 DP MAINTENANCE SERVICE, INC	Check	No	12,343.44
52349	09/10/2024	5005 Duggan & Hughes LLC	Check	No	2,040.40
52350	09/10/2024	4307 ENCO UTILITY SERVICES FLORIDA LLC	Check	No	1,571.30
52351	09/10/2024	1012 FORT HILL NATURAL GAS	Check	No	91.17
52352	09/10/2024	1083 GALLS INCORPORATED	Check	No	209.30
52353	09/10/2024	2800 GARY LEE GUFFEE JR	Check	No	90.00
52354	09/10/2024	2084 CAMDEN P GEORGE	Check	No	100.00
52355	09/10/2024	5877 GLOBE LIFE	Check	No	1,270.67
52356	09/10/2024	1149 GREENVILLE WATER SYSTEM	Check	No	562.75
52357	09/10/2024	1119 HIOTT PRINTING COMPANY	Check	No	77.04
52358	09/10/2024	5837 Hope Dodgens	Check	No	315.00
52359	09/10/2024	2084 BRITTNEY LYNN HUGHES	Check	No	8.20
52360	09/10/2024	6037 HUNTER OWENS	Check	No	40.00
52361	09/10/2024	3828 JOSH DELOACH	Check	No	110.00
52362	09/10/2024	5341 LILYAN MARSHALL JOH	Check	No	430.00
52363	09/10/2024	1118 LINDSAY OIL COMPANY, INC	Check	No	4,652.61
52364	09/10/2024	3052 NORTH GREENVILLE FITNESS	Check	No	6,432.00
52365	09/10/2024	2084 JOYCE NORTON	Check	No	92.00
52366	09/10/2024	4134 OFFICE OF REGULATORY STAFF	Check	No	8,842.81
52367	09/10/2024	4939 PACE & REEVES INC	Check	No	2,641.74
52368	09/10/2024	1470 PICKENS COUNTY SOLID WASTE	Check	No	3,934.84
52369	09/10/2024	4006 PRIORITY ONE SECURITY	Check	No	39.99
52370	09/10/2024	2654 ROBERT ALLEN PATTERSON	Check	No	40.00
52371	09/10/2024	2760 SCRPA	Check	No	600.00
52372	09/10/2024	1009 SUPERIOR PARTS CO., INC	Check	No	145.57
52373	09/10/2024	5026 VC3 INC	Check	No	650.00
52374	09/10/2024	4002 VYVE	Check	No	211.32
52375	09/10/2024	2084 THURMOND DAVIS WINCHESTER	Check	No	100.00
52376	09/10/2024	2222 XEROX CORP	Check	No	410.17
				Check Run 1407 Check Total	\$56,397.24
				Check Run 1407 Update Only	\$0.00
				Check Run 1407 Total	\$56,397.24

Check Run: 1408

52377	09/10/2024	6036 Kimberly Lynn Todd	Check	No	100.00
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FY 2024-2025

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Cash Account 10-0100-1002

Check Number	Check Date	Vendor Number / Name	Payment Type	E Pay	Amount (\$)	
					Check Run 1408 Check Total	\$100.00
					Check Run 1408 Update Only	\$0.00
					Check Run 1408 Total	\$100.00
Check Run: 1409						
52378	09/19/2024	5308 AMERICAN TANK MAINTENANCE LLC	Check	No	8,292.63	
52379	09/19/2024	1004 BIVENS HARDWARE	Check	No	37.69	
52380	09/19/2024	6066 BL HEATING & COOLING SERVICE LLC	Check	No	492.00	
52381	09/19/2024	5444 BLUE LION DIGITAL	Check	No	64.00	
52382	09/19/2024	1005 BLUE RIDGE ELECTRIC COOP., INC.	Check	No	5,245.60	
52383	09/19/2024	5370 CLEARWATER SOLUTIONS,LLC	Check	No	158,509.49	
52384	09/19/2024	5511 Computer Consultants and Merchants, Inc.	Check	No	963.00	
52385	09/19/2024	1083 GALLS INCORPORATED	Check	No	505.66	
52386	09/19/2024	1119 HIOTT PRINTING COMPANY	Check	No	155.15	
52387	09/19/2024	3175 INDUSTRIAL SOLUTIONS AND SUPPLY, INC	Check	No	547.03	
52388	09/19/2024	6118 JD Septic Tank Pumping Services, LLC	Check	No	360.00	
52389	09/19/2024	4100 KTECH	Check	No	2,428.35	
52390	09/19/2024	1163 MELANIE DAVIS	Check	No	448.42	
52391	09/19/2024	1401 MOTOROLA SOLUTIONS INC	Check	No	23.08	
52392	09/19/2024	5770 NuLife Municipal Truck Center	Check	No	9,872.68	
52393	09/19/2024	3559 PARRISH TIRE COMPANY	Check	No	5,089.10	
52394	09/19/2024	1021 PETTY CASH	Check	No	40.00	
52395	09/19/2024	1015 PICKENS COUNTY ACCOUNTS RECEIVABLE	Check	No	515.88	
52396	09/19/2024	6120 Playground Equipment	Check	No	991.89	
52397	09/19/2024	5125 READ'S UNIFORMS	Check	No	359.08	
52398	09/19/2024	1016 SC MUNICIPAL INSURANCE TRUST- SCMIT	Check	No	469.63	
52399	09/19/2024	5095 SHRED A WAY	Check	No	144.00	
52400	09/19/2024	1009 SUPERIOR PARTS CO., INC.	Check	No	353.38	
52401	09/19/2024	1042 TRI-COUNTY ACE	Check	No	167.55	
52402	09/19/2024	5226 US Bank Operations Center	Check	No	67,430.38	
52403	09/19/2024	4002 VYVE	Check	No	1,089.17	
					Check Run 1409 Check Total	\$264,594.84
					Check Run 1409 Update Only	\$0.00
					Check Run 1409 Total	\$264,594.84
Check Run: 1414						
52453	09/24/2024	5848 A'l'en Day	Check	No	190.00	

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Cash Account 10-0100-1002

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52454	09/24/2024	5359 ALLISON CAMILLE HENDRICKS	Check	No	120.00
52455	09/24/2024	5815 Alyssa Whiteside	Check	No	60.00
52456	09/24/2024	3469 ANGIE DURHAM	Check	No	150.00
52457	09/24/2024	6111 Annika Lynn Weis	Check	No	160.00
52458	09/24/2024	6129 Applied Concepts, inc.	Check	No	5,439.88
52459	09/24/2024	5920 ASHTON DEAN SMITH	Check	No	210.00
52460	09/24/2024	2767 BENSON FORD	Check	No	154.50
52461	09/24/2024	6128 Bottom Line Military Sales	Check	No	2,247.00
52462	09/24/2024	6123 Caleb Allen	Check	No	60.00
52463	09/24/2024	5921 CAMBEL BURNETTE GUFFEE	Check	No	180.00
52464	09/24/2024	5922 CHARLES HUNTER SMITH	Check	No	90.00
52465	09/24/2024	5782 Command LLC	Check	No	1,000.00
52466	09/24/2024	6093 Debra L. Gravley	Check	No	1,500.00
52467	09/24/2024	2913 DP MAINTENANCE SERVICE, INC	Check	No	12,343.44
52468	09/24/2024	1085 DUKE POWER	Check	No	8,488.32
52469	09/24/2024	4307 ENCO UTILITY SERVICES FLORIDA LLC	Check	No	4,528.17
52470	09/24/2024	1083 GALLS INCORPORATED	Check	No	1,448.30
52471	09/24/2024	2800 GARY LEE GUFFEE JR	Check	No	180.00
52472	09/24/2024	4662 HOPE DODGENS	Check	No	195.00
52473	09/24/2024	6127 Hunter Jonalhon Dowdal	Check	No	60.00
52474	09/24/2024	6037 HUNTER OWENS	Check	No	40.00
52475	09/24/2024	3175 INDUSTRIAL SOLUTIONS AND SUPPLY, INC	Check	No	1,087.26
52476	09/24/2024	6118 JD Septic Tank Pumping Services, LLC	Check	No	360.00
52477	09/24/2024	3828 JOSH DELOACH	Check	No	60.00
52478	09/24/2024	6131 Josie Lynn Fronduto	Check	No	30.00
52479	09/24/2024	5929 JUSTIN RAMEY	Check	No	90.00
52480	09/24/2024	6125 Kampbell Ann Smith	Check	No	150.00
52481	09/24/2024	1497 KATHRYN W. GOWAN	Check	No	185.00
52482	09/24/2024	6036 Kimberly Lynn Todd	Check	No	100.00
52483	09/24/2024	6130 Lesske Welding & Fabricating, Inc.	Check	No	2,896.02
52484	09/24/2024	5341 LILYAN MARSHALL JOH	Check	No	690.00
52485	09/24/2024	6126 Matthew Abercrombie	Check	No	210.00
52486	09/24/2024	6124 Matthew Allen	Check	No	90.00
52487	09/24/2024	6121 Northstar Waste Services	Check	No	270.00
52488	09/24/2024	2654 ROBERT ALLEN PATTERSON	Check	No	80.00

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Cash Account 10-0100-1002

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
52489	09/24/2024	3919 ROCK'S GRAPHICS	Check	No	11,139.77
52490	09/24/2024	6119 Rodrigo Jose Argueta Portillo	Check	No	120.00
52491	09/24/2024	5518 Samuel Rhinehart	Check	No	30.00
52492	09/24/2024	5502 SC DEPARTMENT OF ADMINISTRATION	Check	No	18,000.00
52493	09/24/2024	2847 SIERRAAUSTIN	Check	No	90.00
52494	09/24/2024	5207 SOUTHERN CONNECTOR SERVICE CENTER	Check	No	12.25
52495	09/24/2024	5161 SUNBELT RENTALS	Check	No	3,507.31
52496	09/24/2024	2587 TAMMY H ANTHONY	Check	No	1,200.00
52497	09/24/2024	6132 The Porkette	Check	No	948.30
52498	09/24/2024	3034 UNITED LABORTATORIES	Check	No	776.42
52499	09/24/2024	5026 VC3 INC	Check	No	9,759.81
Check Run 1414 Check Total					\$90,726.75
Check Run 1414 Update Only					\$0.00
Check Run 1414 Total					\$90,726.75

Check Run: 1416					
52528	10/01/2024	5308 AMERICAN TANK MAINTENANCE LLC	Check	No	8,292.63
52529	10/01/2024	1004 BIVENS HARDWARE	Check	No	53.48
52530	10/01/2024	5444 BLUE LION DIGITAL	Check	No	2,200.00
52531	10/01/2024	1035 BUDDY'S CHAIN SAW SERVICE, INC.	Check	No	1,507.62
52532	10/01/2024	5212 DEPT OF JUVENILE JUSTICE	Check	No	100.00
52533	10/01/2024	6133 Don Crenshaw	Check	No	20.00
52534	10/01/2024	1085 DUKE POWER	Check	No	2,845.29
52535	10/01/2024	5403 EASLEY LAWN & GARDEN	Check	No	501.18
52536	10/01/2024	4307 ENCO UTILITY SERVICES FLORIDA LLC	Check	No	64.76
52537	10/01/2024	5074 FRANCISCO MENDOZA	Check	No	125.00
52538	10/01/2024	5877 GLOBE LIFE	Check	No	1,270.67
52539	10/01/2024	1119 HIOTT PRINTING COMPANY	Check	No	123.05
52540	10/01/2024	6036 Kimberly Lynn Todd	Check	No	200.00
52541	10/01/2024	2704 LANDSCAPERS SUPPLY OF EASLEY	Check	No	355.09
52542	10/01/2024	1045 MUNICIPAL ASSOC OF SC	Check	No	50.00
52543	10/01/2024	1128 MUNICIPAL ASSOCIATION OF SC	Check	No	30.00
52544	10/01/2024	1144 NAFECO INC	Check	No	4,394.49
52545	10/01/2024	1047 NICHOLSON BUSINESS SYSTEMS	Check	No	132.00
52546	10/01/2024	2084 KEVIN J NICHOLSON	Check	No	50.50
52547	10/01/2024	1146 PICKENS CULVERT & PIPE	Check	No	1,280.79

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FY 2024-2025

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Cash Account 10-0100-1002

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
52548	10/01/2024	1025 PITNEY BOWES PURCHASE POWER	Check	No	1,009.75
52549	10/01/2024	4006 PRIORITY ONE SECURITY	Check	No	41.99
52550	10/01/2024	1016 SC MUNICIPAL INSURANCE TRUST- SCMIT	Check	No	10,463.00
52551	10/01/2024	1054 SIX MILE WATER DISTRICT	Check	No	39.60
52552	10/01/2024	2084 PARADIZE TANNING	Check	No	100.00
52553	10/01/2024	1042 TRI-COUNTY ACE	Check	No	321.43
52554	10/01/2024	2084 LISA R WILSON	Check	No	47.50
52555	10/01/2024	2399 ZOLL	Check	No	164.88
Check Run 1416 Check Total					\$35,784.70
Check Run 1416 Update Only					\$0.00
Check Run 1416 Total					\$35,784.70
Check Run: 1417					
52556	10/08/2024	2990 BATTERIES PLUS LLC	Check	No	333.65
52557	10/08/2024	6141 Brandy Bowie	Check	No	1,360.68
52558	10/08/2024	2268 CAROLINA INTERNATIONAL TRUCKS, INC.	Check	No	7.94
52559	10/08/2024	2766 CAROLINA INTERNATIONAL TRUCKS	Check	No	529.15
52560	10/08/2024	5740 Cove Utility	Check	No	1,250.00
52561	10/08/2024	6144 Dana Epps	Check	No	840.00
52562	10/08/2024	6093 Debra L. Gravley	Check	No	1,500.00
52563	10/08/2024	5005 Duggan & Hughes LLC	Check	No	620.00
52564	10/08/2024	6134 Evergreen Solutions	Check	No	5,445.00
52565	10/08/2024	4666 FELICIA DOWDAL	Check	No	32.08
52566	10/08/2024	1168 FERGUSON WATERWORKS	Check	No	609.50
52567	10/08/2024	6139 Heritage Water System	Check	No	4,280.00
52568	10/08/2024	6036 Kimberly Lynn Todd	Check	No	100.00
52569	10/08/2024	4100 KTECH	Check	No	2,300.00
52570	10/08/2024	1118 LINDSAY OIL COMPANY, INC.	Check	No	3,485.89
52571	10/08/2024	2718 MANSFIELD OIL COMPANY	Check	No	11,110.57
52572	10/08/2024	1019 MOBILE COMMUNICATIONS AMERICA, INC.	Check	No	90.95
52573	10/08/2024	1401 MOTOROLA SOLUTIONS INC.	Check	No	23.08
52574	10/08/2024	1398 PICKENS COUNTY COURIER LLC	Check	No	265.00
52575	10/08/2024	1470 PICKENS COUNTY SOLID WASTE	Check	No	4,591.90
52576	10/08/2024	6143 Pickens Police Department	Check	No	5,250.00
52577	10/08/2024	3834 PIT STOP AUTO SHOP, LLC	Check	No	1,522.63
52578	10/08/2024	3326 SAMANTHA DAWN BAILEY	Check	No	98.16

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FY 2024-2025

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Cash Account 10-0100-1002

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
52579	10/08/2024	1017 SC STATE TREASURER	Check	No	7,789.06
52580	10/08/2024	6136 SFR3 LLC	Check	No	68.50
52581	10/08/2024	1235 STATE OF SOUTH CAROLINA	Check	No	8.00
52582	10/08/2024	5161 SUNBELT RENTALS	Check	No	3,507.31
52583	10/08/2024	1009 SUPERIOR PARTS CO . INC	Check	No	146.15
52584	10/08/2024	1042 TRI-COUNTY ACE	Check	No	320.82
52585	10/08/2024	1095 USA BLUEBOOK	Check	No	978.51
52586	10/08/2024	5026 VC3 INC	Check	No	650.00
52587	10/08/2024	2222 XEROX CORP	Check	No	648.99
Check Run 1417 Check Total					\$59,763.52
Check Run 1417 Update Only					\$0.00
Check Run 1417 Total					\$59,763.52
Check Run: 1418					
52588	10/11/2024	5848 Allen Day	Check	No	160.00
52589	10/11/2024	5359 ALLISON CAMILLE HENDRICKS	Check	No	90.00
52590	10/11/2024	5815 Alyssa Whiteside	Check	No	90.00
52591	10/11/2024	3469 ANGIE DURHAM	Check	No	90.00
52592	10/11/2024	6111 Annika Lynn Weis	Check	No	80.00
52593	10/11/2024	5920 ASHTON DEAN SMITH	Check	No	150.00
52594	10/11/2024	6123 Caleb Allen	Check	No	30.00
52595	10/11/2024	5921 CAMBEL BURNETTE GUFFEE	Check	No	90.00
52596	10/11/2024	6145 Emily Caroline Lyda	Check	No	60.00
52597	10/11/2024	5798 Emma Dowdal	Check	No	395.00
52598	10/11/2024	5837 Hope Dodgens	Check	No	570.00
52599	10/11/2024	6127 Hunter Jonathon Dowdal	Check	No	320.00
52600	10/11/2024	6037 HUNTER OWENS	Check	No	40.00
52601	10/11/2024	3828 JOSH DELOACH	Check	No	470.00
52602	10/11/2024	5929 JUSTIN RAMEY	Check	No	90.00
52603	10/11/2024	6146 Kaden Blaine Hommes	Check	No	40.00
52604	10/11/2024	6125 Kampbell Ann Smith	Check	No	60.00
52605	10/11/2024	1497 KATHRYN W. GOWAN	Check	No	80.00
52606	10/11/2024	5341 LILYAN MARSHALL JOH	Check	No	260.00
52607	10/11/2024	6126 Matthew Abercrombie	Check	No	150.00
52608	10/11/2024	2654 ROBERT ALLEN PATTERSON	Check	No	40.00
52609	10/11/2024	6119 Rodrigo Jose Argueta Portillo	Check	No	150.00

ACCOUNTS PAYABLE CHECK REGISTER

City Of Pickens
FY 2024-2025

Check Register for 9/1/2024 to 10/23/2024 & Check Numbers 0 to 2147483647
Cash Account 10-0100-1002

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
52610	10/11/2024	5518 Samuel Rhinehart	Check	No	90.00
52611	10/11/2024	2847 SIERRA AUSTIN	Check	No	60.00
Check Run 1418 Check Total					\$3,655.00
Check Run 1418 Update Only					\$0.00
Check Run 1418 Total					\$3,655.00

Check Run: 1419					
Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)
52612	10/15/2024	6154 AFC Urgent Care Bon Secours	Check	No	220.00
52613	10/15/2024	5444 BLUE LION DIGITAL	Check	No	64.00
52614	10/15/2024	2143 BSN SPORTS, LLC	Check	No	427.89
52615	10/15/2024	1035 BUDDY'S CHAIN SAW SERVICE, INC.	Check	No	53.49
52616	10/15/2024	6071 Coast to Coast	Check	No	327.21
52617	10/15/2024	5999 Conall Hudson	Check	No	1,350.00
52618	10/15/2024	5403 EASLEY LAWN & GARDEN	Check	No	243.93
52619	10/15/2024	3392 ECO WASTE SERVICES, INC	Check	No	92.63
52620	10/15/2024	4335 ENVIRO MULCH LANDSCAPE SUPPLY	Check	No	1,400.00
52621	10/15/2024	1012 FORT HILL NATURAL GAS	Check	No	197.14
52622	10/15/2024	6153 Franklin Towe	Check	No	76.50
52623	10/15/2024	5806 Golden West Industrial Supply	Check	No	348.76
52624	10/15/2024	4082 GOLD SHIELD TECHNOLOGIES, LLC	Check	No	150.00
52626	10/15/2024	5763 HDL Company	Check	No	1,271.92
52627	10/15/2024	1119 HIOTT PRINTING COMPANY	Check	No	197.95
52628	10/15/2024	6000 Isaac Moore	Check	No	450.00
52629	10/15/2024	6069 Karen D. Nagy	Check	No	450.00
52630	10/15/2024	6036 Kimberly Lynn Todd	Check	No	200.00
52631	10/15/2024	6149 Mandy K Hess	Check	No	656.51
52632	10/15/2024	6121 Northstar Waste Services	Check	No	900.00
52633	10/15/2024	4939 PACE & REEVES INC	Check	No	5,834.21
52634	10/15/2024	5729 Residential Maintenance and Repair	Check	No	4,000.00
52635	10/15/2024	6151 Sarks Automotive	Check	No	304.00
52636	10/15/2024	2760 SCRPA	Check	No	115.00
52637	10/15/2024	5095 SHRED A WAY	Check	No	144.00
52638	10/15/2024	5138 THE POLICE AND SHERIFFS PRESS	Check	No	188.55
52639	10/15/2024	1042 TRI-COUNTY ACE	Check	No	53.84
52640	10/15/2024	4002 VYVE	Check	No	1,091.92
52641	10/15/2024	3656 WASTE CONNECTIONS OF SC, INC	Check	No	24.23

ACCOUNTS PAYABLE CHECK REGISTER

City Of Pickens
FY 2024-2025

Check Register for 9/1/2024 to 10/23/2024 & Check Numbers 0 to 2147483647
Cash Account 10-0100-1002

Check Number	Check Date	Vendor Number / Name	Payment Type	EPay	Amount (\$)	
52642	10/15/2024	6159 William Oggenfuss	Check	No	450.00	
					Check Run 1419 Check Total	\$21,283.68
					Check Run 1419 Update Only	\$0.00
					Check Run 1419 Total	\$21,283.68
Check Run: 1421						
52643	10/22/2024	4943 ADVANCE AUTO PARTS	Check	No	32.17	
52644	10/22/2024	5848 Allen Day	Check	No	430.00	
52645	10/22/2024	5815 Alyssa Whiteside	Check	No	180.00	
52646	10/22/2024	3469 ANGIE DURHAM	Check	No	270.00	
52647	10/22/2024	6111 Annika Lynn Weis	Check	No	80.00	
52648	10/22/2024	5920 ASHTON DEAN SMITH	Check	No	60.00	
52649	10/22/2024	1004 BIVENS HARDWARE	Check	No	12.83	
52650	10/22/2024	1005 BLUE RIDGE ELECTRIC COOP., INC.	Check	No	8,161.09	
52651	10/22/2024	1030 BROCK'S INC	Check	No	300.00	
52652	10/22/2024	6165 Broke Leg BBQ	Check	No	1,020.00	
52653	10/22/2024	1035 BUDDY'S CHAIN SAW SERVICE, INC.	Check	No	37.93	
52654	10/22/2024	6123 Caleb Allen	Check	No	60.00	
52655	10/22/2024	6168 Charles Smith	Check	No	90.00	
52656	10/22/2024	3443 CINTAS FIRE PROTECTION	Check	No	1,615.00	
52657	10/22/2024	5370 CLEARWATER SOLUTIONS,LLC	Check	No	158,509.49	
52658	10/22/2024	6144 Dana Epps	Check	No	1,344.00	
52659	10/22/2024	5498 DAVID A PALMER JR	Check	No	90.00	
52660	10/22/2024	1085 DUKE POWER	Check	No	2,290.33	
52661	10/22/2024	6145 Emily Caroline Lyda	Check	No	60.00	
52662	10/22/2024	5798 Emma Dowdal	Check	No	60.00	
52663	10/22/2024	4307 ENCO UTILITY SERVICES FLORIDA LLC	Check	No	1,579.77	
52664	10/22/2024	6164 Faith Prince	Check	No	205.00	
52665	10/22/2024	6162 Greenskeeper South LLC	Check	No	1,992.00	
52666	10/22/2024	1149 GREENVILLE WATER SYSTEM	Check	No	8,540.82	
52667	10/22/2024	4682 HOPE DODGENS	Check	No	240.00	
52668	10/22/2024	6127 Hunter Jonathon Dowdal	Check	No	90.00	
52669	10/22/2024	6037 HUNTER OWENS	Check	No	40.00	
52670	10/22/2024	6146 Kaden Blaine Hommes	Check	No	40.00	
52671	10/22/2024	6125 Kampbell Ann Smith	Check	No	30.00	
52672	10/22/2024	1497 KATHRYN W GOWAN	Check	No	150.00	



TO: Mayor and Council
FROM: Tim O'Briant, City Administrator
DATE: October 24, 2024
RE: SCIIP Grant change orders

Please see the attached documentation explaining the Rosier Group's request for an additional SCIIP Grant project local match amount of \$113,309.00 to cover the increases of the contract amount due to change orders as described. The changes orders total more than \$140,000 but the total to be paid is less because of prior credit for local match paid by the city.

110 WEST FIRST AVE., SUITE D
EASLEY, SC 29640



ROSIER GROUP
Engineers & Surveyors

PHONE: (864) 859-6900
FAX: (864) 859-6980
email: team@rosier.group

September 23, 2024

Rural Infrastructure Authority

Nate Foutch - Program Manager

1201 Main Street – Suite 1600

Columbia, SC 29201

RE: City of Pickens

SCIIP A-23-C161 2021 Capital Improvements Project Division 1

**SCIIP A-23-C161 Water System Improvements
Change Order 2**

This letter is for the justification of change order number two. The referenced change order is broken down into three main items as seen on the Change Order Request form by J&M Construction dated September 10, 2024. The justification for each item is as follows:

Items number one and two were due to the same reason. The water system design at these locations was redesigned during construction due to the existing system not being located where originally thought. The revised design was the best option to ensure optimal future operation, while keeping the project economically efficient.

Item number three was due to additional existing services being connected to the old lines. This exact number was unknown during design and had to be determined during abandonment of the old lines.

The cost for these changes was determined using the originally bid unit prices.

Please let me know if you have any questions regarding the justifications of this change order.

Sincerely,

Troy D. Rosier, P.E.



Change Order Request

J & M Construction Inc.
6930 HWY 76
Pendleton, SC 29670
Phone: (864) 646-9912

Customer: City of Pickens
Address:
Date: 9/10/2024
2021 Capital Improvements Project
Job: Division I

Item #	Description	Qty.	Unit	Unit Price In Place	Amount
1	Ponderosa and Jones Circle				
	8" DIP (CL350) Fittings / Mmtape / Wire	160	LF	\$95.00	\$15,200.00
	Bore / Jack 12" Steel Casing (6" DI Carrier)	40	LF	\$375.00	\$15,000.00
	4" M.J. Gate Vave / Box / Ring	1	EA	\$1,650.00	\$1,650.00
2	Wolf Creek School Rd				
	Bore / Jack 16" Steel Casing (8" DI Carrier)	40	LF	\$425.00	\$17,000.00
3	Service Reconnections	29	EA	\$1,750.00	\$50,750.00
				Total	\$99,600.00

Date of Issuance: September 19, 2024	Effective Date: 9/19/2024
Owner: City of Pickens	Owner's Contract No.: SCIP # A-23-C161
Contractor: J & M Construction, Inc.	Contractor's Project No.:
Engineer: Rosier Group	Engineer's Project No.: W-21-64
Project: 2021 Capital Improvement Project Division II SCIP A-23-C161 Water System Improvements	Contract Name:

The Contract is modified as follows upon execution of this Change Order:

Description: ADDITIONAL LF DUE TO CHANGE OF LOCATION OF FIRE HYDRANT AND ADDITIONAL SERVICE RECONNECTIONS THAT WERE NOT INDICATED ON ORIGINAL DESIGN.

Attachments: *Justification Letters.*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>2,469,025.00</u>	Original Contract Times: 240 / 270 Substantial Completion: <u>June 28, 2024</u> Ready for Final Payment: <u>July 28, 2024</u> days or dates
[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>1</u> : + 60 DAYS \$ <u>0</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>1</u> to No. <u>1</u> : Substantial Completion: <u>+ 60 DAYS</u> Ready for Final Payment: <u>+ 60 DAYS</u>
Contract Price prior to this Change Order: \$ <u>2,469,025.00</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] of this Change Order: \$ <u>42,750.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>2,511,775.00</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>August 27, 2024</u> Ready for Final Payment: <u>September 26, 2024</u> days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: <u>[Signature]</u> Engineer (if required)	By: _____ Owner (Authorized Signature)	By: <u>Jared Weldon</u> Contractor (Authorized Signature)
Title: <u>PE.</u>	Title: _____	Title: <u>Vice-President</u>
Date: <u>9/23/24</u>	Date: _____	Date: <u>10/7/2024</u>

Approved by Funding Agency (if applicable)

By: _____ Date: _____
Title: _____

110 WEST FIRST AVE., SUITE D
EASLEY, SC 29640



ROSIER GROUP
Engineers & Surveyors

PHONE: (864) 859-6900
FAX: (864) 859-6980
email: team@rosier.group

September 23, 2024

Rural Infrastructure Authority
Nate Foutch - Program Manager
1201 Main Street – Suite 1600
Columbia, SC 29201

RE: City of Pickens
SCIIP A-23-C161 2021 Capital Improvements Project Division 2
SCIIP A-23-C161 Water System Improvements
Change Order 2

This letter is for the justification of change order number two. The referenced change order is broken down into two main items as seen on the Change Order Request form by J&M Construction dated September 10, 2024. The justification for each item is as follows:

Item number one was due to field conditions during construction. It was determined that with the addition of 150 LF of pipe along Mountain Estates Road, the City could eliminate a private service line along the county road. In addition to replacing this service line, the fire hydrant was placed in a better location and positioned ideally for system expansion in the future.

Item number two was due to additional existing services being connected to the old lines. This exact number was unknown during design and had to be determined during abandonment of the old lines.

The cost for these changes was determined using the originally bid unit prices.

Please let me know if you have any questions regarding the justifications of this change order.

Sincerely,

Troy D. Rosier, P.E.



Change Order Request

J & M Construction Inc.
6930 HWY 76
Pendleton, SC 29670
Phone: (864) 646-9912

Customer: City of Pickens
Address:
Date: 9/10/2024
2021 Capital Improvements Project
Job: Division II

Item #	Description	Qty.	Unit	Unit Price In Place	Amount
1	Mountain Estates Rd 6" DIP (CL350) Fittings / Mmtape / Wire	150	LF	\$60.00	\$9,000.00
2	Service Reconnections	25	EA	\$1,350.00	\$33,750.00
				Total	\$42,750.00

ORDINANCE NUMBER ____-2024

**AN ORDINANCE TO AMEND DIVISION 1 (GENERALLY) AND
DIVISION 3 (MEETINGS) OF ARTICLE II (MAYOR AND COUNCIL)
OF CHAPTER 2 (ADMINISTRATION) OF THE CITY OF PICKENS
CODE OF ORDINANCES**

WHEREAS, City Council reviews its ordinances from time to time to make any necessary amendments and/or improvements; and,

WHEREAS, City Council desires to amend its Ordinances to adopt additional rules and regulations governing its elected officials and its meetings; and,

WHEREAS, City Council has determined that this ordinance is in the best interests of the citizens and residents of the City of Pickens.

NOW, THEREFORE, be it ordained by the Mayor and Council of the City of Pickens, South Carolina, that Division 1 (Generally) and Division 3 (Meetings) of Article II (Mayor and Council) of Chapter 2 (Administration) of the City of Pickens Code of Ordinances shall be amended as follows:

Section 1. Division 1 (Generally) of Article II (Mayor and Council) of Chapter 2 shall be amended to add Sec. 2-34 as follows:

Sec. 2-34. Code of Conduct.

- (a) *Code of Conduct.* A member shall act at all times in accordance with the member's oath, which provides as follows:

I do solemnly swear that I am duly qualified according to the constitution of this state, to exercise the duties of the office to which I have been elected, and that I will, to the best of my ability, discharge the duties thereof, and preserve, protect, and defend the constitution of this state and of the United States, so help me God.

As Council Member of the municipality of Pickens, I will equally, fairly, and impartially, to the best of my ability and skill, exercise the trust reposed in me, and I will use my best endeavors to preserve the peace and carry into effect according to law the purposes for which I have been elected, so help me God.

- (b) *Member.* As used herein, the term "member" includes the mayor and individual members of council.
- (c) *Other rules.* This section 2-34 applies in addition to the other substantive and procedural rules applicable to members contained in the City Code, and under state

and federal laws, including, without limitation, state ethics laws. Without limiting the foregoing, Robert's Rules of Order Newly Revised, as may be amended, shall apply to breaches of order by members in a meeting.

(d) *Compliance and enforcement.*

(1) A public disciplinary hearing against a member for violation of the oath may be held only upon resolution of council moved and adopted according to the following procedures: (1) a member must move to hold a public disciplinary hearing; (2) two (2) additional members must second the motion; and (3) council must approve the motion by a vote of at least two-thirds ($\frac{2}{3}$) of members present and voting.

(2) A member charged with conduct constituting a violation of the oath in accordance with subsection 2-34(d)(1) shall be entitled to a public disciplinary hearing. Notice of such hearing shall be published in one or more newspapers of general circulation in the municipality at least one week in advance of the hearing. After the hearing, the question to be considered by council shall be: "Based on the evidence presented during the hearing, has the member (a) intentionally violated the oath; and/or (b) committed a serious violation of the Oath?" If the question is answered in the affirmative by at least two-thirds ($\frac{2}{3}$) of the members present and voting, council shall proceed to consider one or more of the following sanctions, which shall be imposed by majority vote of the members present and voting: (a) censuring the member; and/or (b) removing the member's seniority/committee status.

(3) Unless prohibited by applicable law, the member accused and/or charged with conduct constituting a violation of the oath may vote on the motion to set a public disciplinary hearing, the motion to determine whether the member violated the oath, or any sanctions.

(4) Nothing herein shall preclude city council from voting to go into executive session to receive legal advice regarding the interpretation or application of the oath.

(e) *Effect of violation.* A violation of this section 2-34 shall not be considered a basis for challenging the validity of a council or committee decision, nor shall this section 2-34 create additional rights in third parties or members of the public.

Section 2. Division 3 (Meetings) of Article II (Mayor and Council) of Chapter 2 shall be amended to add Sec. 2-66 (Conduct of Meetings) and Sec. 2-67 (Public Comment) as follows:

Sec. 2-66. Conduct of Meetings.

(a) The Mayor is the presiding officer for regular and special meetings. In the absence of

the Mayor, the Mayor Pro-Tern shall preside. In the absence of both the Mayor and Mayor Pro-Tem, the Council shall select a member to preside over the meeting.

- (b) The presiding officer shall not abuse his or her position by controlling or directing debate to favor his or her views. The presiding officer shall ensure that all Council members have an opportunity to express their views on matters properly presented for discussion. The presiding officer may temporarily relinquish the chair in order to engage in active debate or discussion.
- (c) The presiding officer has the same rights/responsibilities as other council members with regard to making motions and voting.
- (d) During a meeting Council members shall request permission of the Mayor or presiding officer before speaking. One council member shall speak at a time.
- (e) Council members have the right to disagree, but shall not engage in shouting, arguments, or personally disrespectful behavior towards each other during meetings.
- (f) Specific rules of procedures may be temporarily suspended during a meeting by a majority vote of Council present at the meeting.
- (g) Unless specifically covered elsewhere within this Section, the proceedings of the City council shall be governed by Robert's Rules of Order, Newly Revised.

Sec. 2-67. Public Comment.

- (a) All citizens have a right to participate in, but not to interrupt, City Council meetings. Therefore, a period of time (public comment) shall be set aside at every meeting to afford citizens an opportunity to speak on any matters pertaining to items on that meeting's agenda or on any matter concerning the City. Citizens wishing to speak shall add their name and address to a roster maintained by the Clerk.
- (b) Citizens may also request to be added to the regular agenda at the next scheduled meeting. If a number of citizens wish to speak at a meeting, the Mayor or presiding office may reasonably limit the length of time allotted to each citizen and shall state the time limitations before the public comments begin.
- (c) No person from the audience may interrupt the Council meeting or address the Council unless recognized by the Mayor or presiding officer. Persons who are disorderly or who act in a threatening manner may be asked to leave the Council chamber.
- (d) For meetings at which public comment is permitted, all persons wishing to be heard during the public comment period shall sign in with the Clerk prior to the start of the meeting in-person and not on behalf of others. No names will be added to the sign-up list once the meeting has begun.

- (e) During public comment, each speaker is limited to a total of five (5) minutes per meeting, regardless of whether the person is speaking on their own behalf or as an agent for others. The presiding officer or the municipal clerk shall be the timekeeper. Recognized speakers may not donate, transfer, yield, or give all or any portion of their speaking time to another person.
- (f) Thirty (30) minutes shall be allotted for the entire public comment period. If the public comment period expires before all persons who have signed up get to speak, those names will be carried over to the next public comment period at the next meeting of the City Council; provided, however, the Presiding Officer may decide to extend the public comment period in his/her discretion.
- (g) All public comments are to be directed to the City Council as a whole and not to any member thereof. The purpose of addressing council is to allow councilmembers to hear the opinions of the public and is not intended to afford the opportunity to engage in a debate or dialogue. All speakers shall be mindful and respectful of those participating in or present at the meeting. Speakers shall be expected to be civil in their language and shall refrain from comments or behavior that involves disorderly speech or action, name-calling, personal attacks, threats, obscene or indecent remarks, and/or disruptive actions.
- (h) All speakers shall confine their comments to issues under the jurisdiction of the City Council. Speakers shall not use the public comment period to promote or advertise awards, businesses, services, goods, or candidates for public office.
- (i) All speakers are required to address City Council from the lectern with the microphone. All speakers shall begin their remarks by providing their name, address, and subject of their comments.
- (j) Any speaker that violates these *Rules and Protocols for Public Comment* may be ruled "Out of Order" by the Presiding Officer. Any person whose comments have been ruled "Out of Order" shall immediately cease and desist from further improper comments. The refusal of an individual to desist from further improper comments may subject the individual to removal from the meeting.
- (k) The Presiding Officer has discretion in enforcing these guidelines to best ensure the orderly and civil conduct of City Council meetings. These *Rules and Protocols for Public Comment* shall apply to any designated "Public Comment" period as set forth on any agenda of a meeting of the City Council. These *Rules and Protocols for Public Comment* shall also apply to public participation on any individual item on a City Council meeting agenda for which public comment is permitted by Council or required by law, including statutorily mandated public hearings. These *Rules and Protocols for Public Comment* shall not apply to invited speakers or City personnel in the performance of their duties.

Section 3: Severability: Severability is intended throughout and within the provisions of this Ordinance. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then that decision shall not affect the validity of the remaining portions of this Ordinance.

Section 4: This Ordinance shall be effective immediately after the swearing-in ceremony in January, 2025.

CITY OF PICKENS, SOUTH CAROLINA

Isaiah Scipio, Mayor

ATTEST:

Donna Owen, Municipal Clerk

First Reading: _____, 2024

Second and
Final Reading: _____, 2024

Approved as to Form:

Daniel Hughes, City Attorney