



**City Council Meeting  
Via Videoconference  
Monday, April 13, 2020  
5:30 p.m.**

*“The upcoming City Council meeting will be held via publicly accessible videoconference. Links and instructions for how to access this meeting via telephone, computer, or mobile device will be posted in City Hall, available on the City’s webpage, and provided to the local media. The meeting will be broadcast live on the City’s Facebook page.*

**(These minutes were approved  
at the April 27, 2020 City Council meeting.  
The full content of the meeting can be found at  
<https://www.cityofspartanburg.org/city-council> )**

**City Council met this date with the following Councilmembers present via Zoom: Mayor White, Mayor pro tem Ruth Littlejohn, Councilmembers Erica Brown, Jerome Rice, Jamie Fulmer, Meghan Smith and Rob Rain. City Manager Chris Story and City Attorney Robert Coler were also in attendance. Notice of the meeting was posted with the Media 24 hours in advance according to the Freedom of Information Act. All City Council meetings are recorded for a complete transcript.**

- I. Moment of Silence - observed**
- II. Pledge of Allegiance - recited**
- III. Approval of the Minutes from the March 30, 2020 City Council Meeting and April 2, 2020 Special City Council Meeting**  
*Councilmember Smith made a motion to approve the minutes as received.  
Councilmember Brown seconded the motion, which carried unanimously 7 to 0.*
- IV. Approval of the Agenda for the April 13, 2020 City Council Meeting**  
*Councilmember Smith made a motion to approve the agenda as received.  
Councilmember Brown seconded the motion, which carried unanimously 7 to 0.*
- V. Public Comment – no public comment**  
*\*Refer to above instructions regarding Public Comment”*
- VI. Other Business**
  - A. Award of Bid for Thornwood Drive Culvert Improvement Project**  
**Presenter: Jay Squires, Streets and Storm Water Manager**  
**Mr. Squires presented the item to Council as follows:**

“Staff received bids for the removal and installation of approximately 50 feet of 24-inch drainage pipe from under Thornwood Drive. The project would be adjacent to #1408 Thornwood Drive.

The following bids were received:

Saluda Construction	Greenville, S.C.	\$ 82,315
McMurria Grading, LLC.	Greenville, S.C.	\$ 85,370
Martin & Son Contracting, Inc.	Spartanburg, S.C.	\$ 85,528
Sossamon Construction Co, Inc.	Gaffney, S.C.	\$106,919.50

Staff has reviewed the bids and the qualifications for each of these contractors. Based on that review, staff has determined that, Saluda Construction is the responsive low bidder. No bids were submitted from MWBE certified contractors. Saluda Construction will contract with a certified MWBE contractor to complete the testing and compaction for the project. It is anticipated that it will take 30 days (depending on weather) to complete this project. Staff will give neighborhood residents advance notice using door hangers. A portion of Thornwood Drive will be closed during construction for safety reasons. A detour route will be in place for convenience while the segment of road is closed.

**ACTION REQUESTED:** Allow staff to accept the bids and authorize the City Manager to enter into a contract with Saluda Construction for the completion of the project.

**BUDGET AND FINANCE DATA:** \$82,315 to be paid from the Storm Water Construction Account.”

*After discussion, Councilmember Fulmer made a motion to approve the award of bid as presented. Councilmember Smith seconded the motion, which carried unanimously 7 to 0.*

**B. Approval of Title VI Plan**

**Presenters: Dennis Locke, Finance Director**

**Natasha Pitts, Minority Business Development Coordinator**

Mr. Locke presented the item to Council as follows:

“The Federal Transit Administration (FTA) requires all funded agencies to have a plan to ensure compliance with Title VI of the Civil Rights Act. Every three years the City is required to update its Title VI Plan since we are recipients of FTA funds. The Title VI Plan outlines how SPARTA shall provide information to the public regarding its Title VI obligations and apprise members of the public of the protections against discrimination, language assistance, and special meetings afforded to them by Title VI. This will be accomplished by publishing a notice in the local newspaper, flyers in the transfer center and on the website.

The contents of the notice shall include:

1. A statement that the agency operates programs without regard to race, color, and national origin.
2. A description of the procedures that members of the public should follow in

- order to request additional information about SPARTA'S Title VI obligations.
3. A description of the procedures that members of the public should follow in order to file a discrimination complaint against SPARTA.

ACTION REQUESTED: Staff is recommending the approval of our updated plan that complies with FTA regulations.

*After discussion, Mayor pro tem Littlejohn made a motion to approve the updated Title VI plan as presented. Councilmember Rice seconded the motion, which carried unanimously 7 to 0.*

**C. City of Spartanburg Lead Hazard Control and Healthy Homes Initiative**  
**Presenters: Martin Livingston, Neighborhood Services Director**  
**David Maher, Program Manager**

**Mr. Livingston** presented the item to Council as follows:

“In August 2019, the City of Spartanburg and its partners submitted a grant application to the U.S. Department of Housing and Urban Development (HUD) for a Healthy Homes and Lead Hazard Control Grant. On October 1, staff was notified that it was awarded \$1 million in Lead Hazard Control funding and 300,000 in Healthy Homes funding. Staff has completed the negotiation phase of the process and will share information on the grant process to date at the Council meeting including the marketing campaign that was initiated to advertise the program.” Mr. Livingston introduced David Maher, Program Manager. Mr. Maher reviewed the staff composition, vision, mission, strategic goals, marketing, project flow points from pre-intake to post remediation, partnership involvement, program related activities, and income limits for the program. Mr. Maher fielded questions from Council.

*Council received the report as information.*

**VII. Staff Update on Coronavirus COVID19 Related Activities**

**Presenter: Chris Story, City Manager**

**City Manager Story** updated Council on city efforts and activities concerning COVID19.

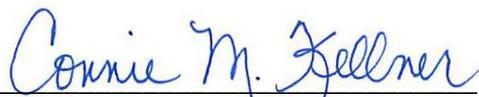
*Council received the report as information.*

**VIII. City Council Updates - Each Councilmember gave updates on their activities since the previous council meeting.**

**IX. Adjournment – Mayor pro tem Littlejohn made a motion to adjourn the meeting.**

*Councilmember Fulmer seconded the motion, which carried unanimously 7 to 0.*

*The meeting adjourned at 6:56 p.m.*



**Connie M. Kellner, City Clerk**