

MINUTES
FINANCE AND POLICY COMMITTEE MEETING
FEBRUARY 5, 2024, 6PM
CITY HALL - COUNCIL CHAMBERS 5 E. BUTLER ROAD
2nd committee meeting

Committee Members present: Council members Carol King and Taft Matney. Chairman Michael Reynolds was not present.

Others present: Finance Director Holly Abercrombie, HR Director Mark Putnam and City Administrator Seth Duncan.

1. Call to Order- Councilwoman King

2. Public Comment- None

3. Reading and Approval of Minutes

a. Finance Committee Minutes-January 2, 2024

Motion: Councilman Matney made a motion to approve the minutes. Councilwoman King seconding the motion.

Vote: The vote was unanimous (2-0).

4. Reports or Communications from City Officers

a. City Administrator Seth Duncan

Update on 601 Bus Route- Council voted to pledge \$54,000 towards the Greenlink bus route that serves Mauldin and Simpsonville. This vote was contingent upon Simpsonville sharing the cost of the route. At a recent meeting, Simpsonville tabled this item. Staff reached out to GTA and they are in the process of evaluating various options if Simpsonville does not help with the funding.

Councilman Matney said this bus route is vital for people to get to and from work. He will make a motion when it is appropriate to remove the contingency that Simpsonville share in the funding. Councilwoman King said we have some time. City Administrator Duncan said the route will continue until July 1, 2024.

CGI Video Contract Expiration- The CGI contract has expired. CGI hosted the video that plays on our website. CGI's contract will not be renewed, and the City will host its own videos on the website.

b. Finance Director Holly Abercrombie

Budget Review

Ms. Abercrombie reported the City should be getting one more property tax check next week with business license revenue following in April.

Department head budgets are due Friday of this week.

c. HR Director Mark Putnam
SCMIT/SCMIRF update

Mark Putnam presented an update on the MASC insurance funds- SCMIT (Worker's Comp) and SCMIRF (liability insurance).

The City was down in worker's comp claims in 2023 but up in indemnity claims. The total incurred claims in 2023 were \$55,317. The average over 2018-2022 was \$402,000. Police, Fire and Public Works are the departments with the highest number of claims. The City should see a 7.5% decrease in premiums.

The City's liability insurance claims have increased. 2023 had claims in the amount of \$241,112 compared to an average of \$4,000. This is mostly due to roof damage by storms.

The Recreation department has had three citizens slip and fall at their facilities.

The City will probably have a 24% increase in claims on the SCMIRF side.

5. Unfinished Business- There is no unfinished business.

6. New Business

a. Employee Handbook Discussion

The handbook is now four years old and needs to be updated. Copies of the current policy have been distributed to Council for comments and suggestions. The City will be looking at neighboring municipalities' policies and talking to employees as well. This item will come to committee in May of this year.

Councilwoman King asked if it might make sense to align vacation time and holidays. One is calendar year and one is fiscal year. Mr. Putnam said staff are looking at this.

7. Public Comment- None

8. Committee Concerns- None

9. Adjournment- Councilwoman King adjourned the meeting at 6:59 p.m.

Respectfully Submitted,
Cindy Miller
Municipal Clerk