



## AGENDA

### LIBERTY CITY COUNCIL

#### **Special Called Session Followed by Work Session**

**August 4th, 2026, at 6:30 pm**

**Rosewood Center-**

**419 E Main St. Liberty, SC 29657**

#### **TOPICS FOR DISCUSSION:**

- Special Called Session:
  - All Council Member Present
- Welcome & Call to Order - Mayor Andrea Wagner @ **TIME: 6:30 PM**
- Action Item:
  - **Resolution to reallocate funds within the Fiscal Year 2026–2027 Operating Budget for Payroll Expenses for the position of Finance Director**
  - Mayor Wagner entertained a motion to approve the reallocation of funds within the FY 2026-2027 Operating Budget, General Fund, as follows:
    - \$20,000 from Account 10-400-5102, Administration – Accounting and Auditing;
    - \$20,000 from Account 10-400-5104, Administration – Training and Meeting; and
    - \$20,000 from Account 20-675-5102, Sewer – Accounting and Auditing;
    - A total reallocation of \$60,000 to Account 10-400-5001, Salary and Administration, for payroll purposes for the Finance Director position.

**2<sup>nd</sup>: Council Member Massie**

**Discussion:**

**All in favor: 7-0**

- Mayor Wagner entertained a motion to approve the reallocation of funds within the FY 2026-2027 Operating Budget, Hospitality Fund, in the amount of \$4,300, moving funds from 41-805-5620 Community Development Projects and Partnerships to 41-805-5001 Salary and Administration for payroll purposes to fund the Finance Director position.
- **2<sup>nd</sup>:** Council Member Cooley
- **Discussion:** No Discussion
- **Vote:** 7-0

**o Decision on Greene Finney Cauley Contract**

- Mayor Wagner entertained a motion to approve the termination of the Greene, Finney & Cauley contract, effective October 31, 2026. Mayor Wagner explained that the termination date would allow for a transition period with the incoming Finance Director.
- **2<sup>nd</sup>:** Council Member Cooley
- **Discussion:** Council asked whether there were any contractual requirements related to termination and discussed the anticipated transition period. Staff advised that the Finance Director would have an opportunity to work with Greene, Finney & Cauley prior to the contract ending to assist with the transition. Mayor Wagner and Deputy Administrator Sizemore also provided an update regarding the City's financial software, stating that the City is transitioning back to the SmartFusion Harris software system and advised that HR, payroll, accounts payable, and accounts receivable are anticipated to go live September 1, which will allow the City's financial functions to be more fully integrated into one system.
- **Vote:** 7-0
- Council then discussed the Finance Director position and whether council had previously voted to add the position in the budget. It was noted that discussion around the Finance Director was talked about in a previous executive session. Questions were raised regarding whether Council had formally eliminated the existing Accounts Payable position and established the Finance Director position. Council discussed whether the change could be handled as a title change or whether separate action was necessary to eliminate the Accounts Payable position. Following discussion, it was determined that the Finance Director position had already been funded with the previous resolution. Council then voted to eliminate funding for the AP Part time position.
- **Motion:** Mayor Andrea Wagner
- **2<sup>nd</sup>:** Council Member Cooley
- **Discussion:** No Discussion
- **Vote:** 7-0

- Adjournment
  - **Motion:** Mayor Andrea Wagner
  - **2<sup>nd</sup>:** Council Member Massie
  - **Discussion:** No Discussion
  - **Vote:** 7-0
  
- Work Session:
  
- **Discussion of Municipal Donation Policy (Presented by City Attorney Mary McCormac)**
  - Mayor Wagner introduced the discussion regarding the City's current practice of providing monetary donations to nonprofit organizations and community partners. Council discussed establishing a formal process to determine which organizations may receive funding, appropriate funding limits, and how requests should be evaluated.
  - City Attorney Mary McCormac discussed the importance of establishing clear goals and criteria for donations to ensure transparency, fairness, and appropriate use of public funds. Council discussed whether providing donations falls within the City's core governmental responsibilities and considered tying future funding decisions to priorities established through the City's strategic planning process.
  - Council discussed creating a grant-style application process rather than providing donations on an individual basis. Under the proposed concept, organizations could apply during a designated application period, requests could be reviewed based on established criteria and community needs, and recommendations could then be presented to Council for consideration. Council also discussed establishing an annual budget and funding limits to ensure organizations are treated consistently.
  
- **Discussion of Potential Revisions to the Purchasing Policy for Quote Requirements on Purchases Under \$2,500**
  - Police Chief Vic Tetter and Parks and Recreation Director Josh Black led a discussion regarding the City's purchasing policy and the current requirement to obtain three documented quotes for purchases under \$2,500.
  - Department Heads expressed concern that the three-quote requirement creates a significant administrative burden for routine and lower-cost purchases, including supplies, repairs, uniforms, and other operational needs. They noted that obtaining multiple quotes can delay purchases, require substantial staff time, and may not always result in the lowest overall cost when factors such as availability, shipping, travel, delivery time, and product specifications are considered. They requested additional flexibility while continuing to remain within approved departmental budgets.

- Council discussed the purpose and enforceability of the existing procurement policy, along with possible revisions to Section 3 and the current \$2,500 threshold. Options discussed included eliminating the three-quote requirement for purchases below a certain amount, increasing the purchasing threshold, expanding exemptions for items such as uniforms and other specialized departmental purchases, using approved or established vendors, utilizing state contract pricing, and centralizing the purchase of commonly used supplies.
- Council generally agreed that the immediate concern was reducing the burden associated with the three-quote requirement while maintaining appropriate accountability and budget controls. Discussion included potentially increasing the threshold to \$4,000 and eliminating Section 3 of the current policy, with additional review of the overall procurement policy to occur as needed.
- Council requested that proposed amendments to the current purchasing policy be prepared for review and further discussion at the upcoming Regular Session.
- **Second Discussion on Zoning Ordinance 2025-2026**
  - Jennifer Vissage provided an update on the proposed Zoning Ordinance and advised that no additional changes have been made since the previous discussion. Council reviewed several previously discussed provisions, with additional discussion focused on accessory dwelling units, nonconforming uses, and residential uses within commercial areas. Council also reviewed provisions allowing residential use within the downtown commercial area. It was clarified that residential use may be permitted on the first floor under certain conditions, including requirements for separate entrance and parking, and that the existing building footprint may not be expanded for residential use.
- **Rezoning of Hamp Rogers Road**
  - Council discussed a request to rezone property on Hamp Rogers Road from 500 to 501(a), which would allow for greater residential density. Council discussed concerns regarding the potential impact of additional development in the area, particularly sewer capacity, water and sewer infrastructure, road conditions, traffic, and the City's ability to accommodate future growth.
- **Update on near Byrnes Road Tree**
  - City Attorney Mary McCormac provided an update regarding the tree located near Burns Street and discussed questions surrounding ownership of the area where the tree is located. She explained that the area appears on a 1951 subdivision plat as a roadway but may be considered a “paper road” or “ghost road” that was never formally
  - constructed or dedicated to the City.
  - Following discussion, Council agreed to move forward with a title search to determine ownership of the property and to have an arborist assess the condition of the tree. Staff will follow up with the affected property owner and bring additional information back to Council once available.

- **Adjournment**

- **Motion:** Mayor Andrea Wagner
- **2<sup>nd</sup>:** Council Member Massie
- **Discussion:** No Discussion
- **Vote:** 7-0

\* Presented by City Attorney, Mary McCormac

\*\* Presented by Department Heads

\*\*\*Jennifer Vissage from SCACOG (South Carolina Appalachian Council of Government) will be available for the second discussion on the Zoning Ordinance 2025-2026 and the discussion of the Rezoning of Hamp Rogers Road

Date Approved: 08-10-2026

Mayor, Andrea Wagner: Andrea K Wagner

