

CONWAY CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET
CONWAY, SOUTH CAROLINA
MONDAY, DECEMBER 5, 2016 – 5:30 PM

PRESENT: Mayor Barbara Blain-Bellamy, Mayor Pro Tem Jean Timbes, Council Members Randle L. Alford, Thomas J. Anderson II, William M. Goldfinch IV, Ashley Smith, and Larry A. White

STAFF: Bill Graham, City Administrator; Kevin Chestnut, Public Works Director; Adam Emrick, Planning Director; Reggie Gosnell, Police Chief; Le Hendrick, Fire Chief; Foster Hughes, Parks, Recreation and Tourism Director; Reggie Jenrette, Solid Waste Director; Billy Joe Sawyer, Building Official; Lynn Smith, Human Resource Director; Allison Williams, Finance Director; Timmy Williams, Grounds and Maintenance Director; and Debbie F. Smith, City Clerk

OTHERS IN ATTENDANCE: Kathy Ropp and others

The requirements for posting notice of this meeting under South Carolina's Freedom of Information Act (FOIA) were met.

CALL TO ORDER: Mayor Blain-Bellamy called the meeting to order.

INVOCATION/PLEDGE OF ALLEGIANCE: Mayor Blain-Bellamy recognized Rev. James Lee of Mason Temple Church of God in Christ who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

APPROVAL OF AGENDA: **Motion:** Goldfinch made a motion, seconded by Alford, to approve the agenda as presented. **Vote:** Unanimous. Motion carried.

APPROVAL OF CONSENT AGENDA: Minutes: City Council meetings – November 7 and 21, 2016; Neighborhood Town Hall meeting – November 15, 2016: Motion: Alford made a motion, seconded by Anderson, to approve the consent agenda as presented. **Vote:** Unanimous. Motion carried.

PUBLIC INPUT: There was no input from the public.

SPECIAL PRESENTATIONS:

- A. Presentation by the Honorable Harold Phillips, Horry County Councilman, District 7.** County Councilman Harold Phillips presented a check to the City in the amount of \$52,185 from Horry County Council to be used for recreational purposes. Mayor Blain-Bellamy accepted the check and expressed appreciation on behalf of the City and Council.
- B. Recognition of Samuel Rider, winner of the 2016 Christmas Card contest.** Samuel Rider was recognized as the artist of the 2016 Christmas card for the City of Conway. Samuel is home-schooled and is the ten-year-old son of Matt and Jordin Rider of Conway. On behalf of

Council, Mayor Blain-Bellamy presented Samuel a gift certificate and a framed edition of his Christmas card.

- C. Presentation of the 2015 C. P. Quattlebaum Award Winners.** Congratulations and commendations were extended by Council to recipients of the awards for 2015 as listed below. Winners were introduced by Adam Emrick and awards were presented by Mayor Blain-Bellamy on behalf of Council.

Outstanding New Construction of a Residential Building: Franklin and Tiffany Sanders – 4400 Bradford Drive – *Unable to attend*

Outstanding Design Effort: Doyle Architecture – 315 Main Street, Suite B

Outstanding Signage Project: (1) HGTC – H. Neyle Wilson Administration Building – 2050 Highway 501 E. (2) Arbor One – 1720 Mill Pond Road

Outstanding Contribution to Quality Development, Restoration, Landscape or Design by an Organization or Individual: Coastal Carolina University TD Sport Complex grounds

- D. Presentation on Horry County Emergency 911 Operations.** Renee Hardwick, Director of Horry County Emergency 911 Operations provided information on the protocol of Emergency 911 calls and answered questions regarding the Emergency 911 center operations.

- E. Special event request: Hood-Jenkins wedding reception – May 20, 2017.** Emrick presented a special event request for the Hood-Jenkins wedding reception to be held from 5:30 pm to 11:00 pm on Saturday, May 20, 2017, at 303 Lakeland Drive. Plans call for a band to play beyond 9:00 pm; therefore, approval of this request would grant a waiver of the City's noise ordinance. **Motion:** Anderson made a motion, seconded by Alford, to approve the special event request for the Hood-Jenkins wedding reception as presented. **Vote:** Council Member Goldfinch abstained and all others voted in the affirmative. Motion carried.

- F. Request by the Prosperity Center to utilize the Mary Thompson Center for its Financial Literacy Consulting Program by Randall Davis, Financial Consultant.** Randall Davis, a Financial Consultant, requested permission to use the Mary Thompson Center facility to conduct financial literacy training classes and individual credit and debit counseling sessions to City of Conway residents free of charge. He requested an annual agreement, with renewal options, for use of the center on Monday through Thursday of each week. In response to questions from Mayor Blain-Bellamy concerning restrictions on use of the center should his request be approved, Davis confirmed that he would not use the center on weekends, he would not use the center during the months of June, July and August, and he acknowledged that the City had priority of use and commented that his program schedule could be adjusted on short notice. He also confirmed his knowledge that the center was used as a warming shelter by the City during the winter months. **Motion:** Anderson made a motion, seconded by Goldfinch, to approve the request presented by Davis for use of the Mary Thompson Center for his Financial Literacy Consulting Program for a period of one year with the restrictions outlined by the Mayor. **Vote:** Unanimous. Motion carried.

- G. Employee Longevity Awards** were presented to Landis Huggins and Ted Dudley, Public Utilities Department, 10 years. The presentations were made by the City Administrator and Council Member Anderson.

- H. **Employee of the Month Awards for November** were presented to co-winners Brian Cummings and Chris Price, Fire Department. The presentations were made by the City Administrator accompanied by Chief Hendrick.
- I. **Recognition of Fire Chief Le Hendrick and Assistant Fire Chief Jeremy Carter – Risk Management Institute graduates and Fire Lieutenant Jimmy Davis – Associate’s Degree in Fire Science.** Fire Chief Le Hendrick and Assistant Fire Chief Jeremy Carter were recognized for their recent graduation from the Risk Management Institute and Fire Lieutenant Jimmy Davis was recognized for receiving his Associate’s Degree in Fire Science. The presentations were made by the City Administrator.
- J. **Outstanding Community Award from Keep Horry County Beautiful assistance to neighborhood clean-ups.** Williams shared with Council an Outstanding Community Award that was presented by the Keep Horry County Beautiful organization to the City’s Parks, Recreation and Tourism Department at the November 15th Horry County Council meeting. The award was in recognition of the City’s commitment and efforts to keep the Conway community clean and litter-free.

PUBLIC HEARINGS AND ORDINANCES FOR FIRST READING:

- A. **Public hearing and first reading of Ordinance #ZA2017-01-03 (A) Amending Table 6.2 of Article 6 in the Unified Development Ordinance to increase building heights in the Central Business District and the Waccamaw Riverfront District 1.** The current maximum height allowed for buildings is 45 feet in the Central Business District and 35 feet in the Waccamaw River District 1. During its October 1, 2016, meeting, Council reviewed this issue and there was appeared to be interest in a maximum building height of 75’ in these zoning districts due to the current interest in developing the Riverfront area. Emrick noted that the Planning Commission reviewed this amendment at its November 3, 2016, meeting and unanimously voted not to recommend increasing the maximum building heights in these zoning districts. The Planning Commission is of the opinion that the building heights are appropriate for these districts and, given the expectation of a Master Plan for these areas, building height should be a consideration during that planning process. **Public Hearing:** There was no input from the public. **Motion:** Timbes made a motion, seconded by White, to table this item until further information is received from the Master Plan process. **Vote:** Unanimous. Motion carried.
- B. **Public hearing and first reading of Ordinance #ZA2017-01-03 (B) Amending Article 5.1.29 of the Unified Development Ordinance relative to mini storage units.** Emrick reported that at the August 1st 2016 meeting, Council approved a revision to the UDO prohibiting the parking of commercial vehicles on public streets; however, Council has expressed continuing concerns that there are no alternate parking areas for the storage of commercial vehicles or recreational vehicles. Emrick noted that typically a mini storage facility is the most common location for the storage of vehicles but open storage of any vehicles, including boats, RVs, commercial vehicles or trailers, is currently prohibited anywhere in the City in conjunction with mini storage units. The proposed amendment would allow storage of all vehicles at mini storage facilities provided the storage facility meets the new landscaping requirements in the amendment. In order for vehicles to be stored at a mini storage facility, a 6’ high opaque fence and a 15’ landscaped buffer outside of the fence must be installed to provide adequate screening. Staff recommended first reading approval. **Public Hearing:** There was no input from the public. **Motion:** Goldfinch made a motion, seconded

by Smith, to approve first reading of Ordinance #ZA2017-01-03 (B). **Vote:** Unanimous. Motion carried.

- C. Public hearing and first reading of Ordinance #ZA2017-01-03 (C) Amending Section 8, Table 8.3 Parking Requirements, of the Unified Development Ordinance to revise regulations relative to off-street parking.** Emrick advised that limiting the total number of parking spaces adds to aesthetics and water quality as well as the functioning of the City's storm water system; however, an amendment to the UDO pertaining to parking requirements for many commercial uses may be necessary. In the past few months, several requests for a variance have pertained to the maximum parking limitations. In addition, Emrick commented that some businesses constructed under the current regulations have far less parking than needed. The Planning Commission considered the proposed amendment and recommended the approval of a 25% increase for commercial parking uses. Staff recommended first reading approval. **Public Hearing:** There was no input from the public. **Motion:** Alford made a motion, seconded by Timbes, to approve first reading of Ordinance #ZA2017-01-03 (C). **Vote:** Unanimous. Motion carried.
- D. Public hearing and first reading of Ordinance #ZA2017-01-03 (D) Amending the Unified Development Ordinance to add a permitted use for doggie daycare/spa by revising the Use Table in Article 4, adding new Section 5.1.31 in Article 5, and revising Table 8.3 in Article 8.** Staff recently received a request to open a doggie daycare/spa on a property located on Buck Street which is currently zoned (P) Professional. This use, or any similar use, is not currently included in the UDO Use Table and would not be permitted on the Buck Street property. After further evaluation of the intent of the Professional zoning district, Emrick advised Council that staff believes that the doggie daycare/spa use would be appropriate for the Professional zoning district. The inclusion of this use in the Use Table will necessitate a new section (Section 5.1.31) listing the conditions upon which this use will be allowed and Table 8.3 will need to be revised to include parking requirements for this use. The Planning Commission recommended approval of the addition of doggie daycare/spa to the Professional, Highway Commercial, Light Industrial and Heavy Industrial zoning districts along with the conditions imposed and parking requirements. Staff recommended first reading approval. **Public Hearing:** There was no input from the public. **Motion:** White made a motion, seconded by Smith, to approve first reading of Ordinance #ZA2017-01-03 (D). **Vote:** Unanimous. Motion carried.
- E. Public hearing and first reading of Ordinance #ZA2017-01-03 (E) Amending Article 2, Section 2.1.2 General Definitions, of the Unified Development Ordinance defining measurement of setbacks.** Emrick noted the proposed amendment would change the current definition to allow setbacks to be measured from the foundation rather than overhangs and other architectural projections which would allow for easier determination in setbacks prior to construction. Under the proposed amendment, eaves, overhangs, and other architectural projections would be permitted to extend twenty-four (24) inches beyond the foundation. The Planning Commission recommended the approval of this amendment. Staff recommended first reading approval. **Public Hearing:** There was no input from the public. **Motion:** Goldfinch made a motion, seconded by Timbes, to approve first reading of Ordinance #ZA2017-01-03 (E). **Vote:** Unanimous. Motion carried.
- F. Public hearing and first reading of Ordinance #2017-01-03 (F) Accepting the petition by Ocean 7, Inc., to amend the existing Rivertown Landing (Carsen's Ferry) Planned District (TMS 122-00-04-079/PIN 33704030020, TMS 122-00-04-080/PIN 33704030022,**

TMS 122-00-04-075/PIN 33704030023, TMS 122-00-04-082/PIN 33704030024, TMS 122-00-04-083/PIN 33704030025) to allow for the building of single family residences on 11.44 acres. Emrick reported that on April 9, 2007, the Rivertown Landing Planned District was approved by Conway City Council as a mixed use development. The original approved land uses include office, retail, and residential space (3 three-story buildings with a total of 24 condominium units on top two floors); Residential Only section (7 three-story buildings with a total of 84 condominium units); 297 parking spaces. Rivertown Landing has been known as Carsen's Ferry for some time including amendments made in 2010 and subsequent. No development has occurred in Carsens Ferry except for construction of an amenity center and a swimming pool. The 2010 amendment included 3 four-story buildings with a total of 36 condominium units on top two floors; a Residential Only section containing 50 Townhome units, and 247 parking spaces. In July 2016, staff received amended plans for 11.44 acres of Carsen's Ferry, removing all commercial and multi-family development from the rear-most parcels, and instead planning 50 single-family homes on individual lots. These lots would be smaller than typically allowed in straight zoned neighborhoods and will result in a reduction to the overall density previously approved. Existing road infrastructure would be used; however, some of the public streets would be narrower than City standards. The Planning Commission recommended approval of the request to amend the existing Rivertown Landing (Carsen's Ferry) Planned District. Staff recommended first reading approval. **Public Hearing:** There was no input from the public. **Motion:** White made a motion, seconded by Anderson, to approve first reading of Ordinance #2017-01-03 (F). **Vote:** Unanimous. Motion carried.

- G. Public hearing and first reading of Ordinance #ZA2017-01-03 (G) Accepting the petition by Jamestown Baptist Church to rezone 10.4 acres of property located at 2913 Ninth Avenue (TMS 136-00-05-002 / PIN 36808030005) from Low Density Residential (R-1) to Planned District (PD) to allow for the development of a church and related amenities.** Emrick advised Council that the UDO requires any religious use utilizing property greater in size than three acres must rezone to Planned District. Jamestown Baptist Church has submitted this rezoning request in order to develop a church, fellowship hall, classrooms, athletic fields and a parsonage. A copy of the detailed narrative of the proposed development was shared with Council. Emrick informed Council that plans call for a 50' setback from 4th Avenue, a 20' setback from 9th Avenue and 10' buffers around the perimeter of the property and it is believed the development would front 4th Avenue. The recreation fields are the first phase of development. Timbes relayed concerns that the recreation fields might become a gathering place for young people with no supervision and no church buildings yet on-site. Emrick advised that construction of the church is expected to begin in the near future. The Planning Commission recommended approval of the rezoning request. Staff recommended first reading approval. **Public Hearing:** There was no input from the public. **Motion:** Alford made a motion, seconded by White to approve first reading of Ordinance #ZA2017-01-03 (G). **Vote:** Unanimous. Motion carried.

ITEMS FOR CONSIDERATION:

- A. Bids for engineering service for the design of the Homewood sewer lift station.** Funds were included in the FY 2016-17 budget to upgrade the Homewood sewer lift station. The following bids were received: MBD Consulting Engineers, Conway, S.C. - \$ 16,300; Castles Engineering, Myrtle Beach, S.C. - \$39,995; and Robert L. Bellamy, Myrtle Beach - \$28,100. Staff recommended acceptance of the low bid. **Motion:** Anderson made a motion, seconded by Goldfinch, to approve the low bid which was submitted by MBD Consulting Engineers, Conway, S.C. In the amount of \$16,300. **Vote:** Unanimous. Motion carried.

- B. Bids to replace cylinders in self-contained breathing apparatuses and purchase two additional full airpacks including facemasks.** Hendrick reported that \$15,500 was allotted in the FY 2016-17 budget for replacement of last five SCBA cylinders nearing end-of-life. Based on bids received, there will be sufficient funds remaining to purchase two full air packs including facemasks. The following bids, which include sales tax, were received: Municipal Emergency Services - \$14,046.96; Rhinehart Fire Services - \$13,951.73; and Anderson Fire & Safety - \$13,555.83. Staff recommended the acceptance of the low bid. **Motion:** Goldfinch made a motion, seconded by Anderson, to accept the low bid of \$13,555.83, which was submitted by Anderson Fire & Safety. **Vote:** Unanimous. Motion carried.
- C. Proposal to upgrade P-25 800 MHz radios for Police and Fire Departments.** The Federal Communications Commission has mandated that all public safety agencies utilizing the 800 MHz Band are to fully convert from analog to digital by December 2016. Both the Police Department and the Fire Department have radios that can be “flashed” with new software and updated to full digital capabilities at a cost of \$20,547 (\$6,474.06 for 9 Police radios and \$14,072.94 for 26 Fire radios). Staff recommended approval of the expenditure of \$20,547 to upgrade the radios as presented. **Motion:** White made a motion, seconded by Timbes, to approve the expenditure of \$20,547, to upgrade Police and Fire 800 MHz radios through Myrtle Beach Communications. **Vote:** Unanimous. Motion carried.
- D. Authorization to apply for US Justice Assistance Competitive Grant.** Staff requested permission to apply for a JAG Competitive Grant to fund the purchase of a new Meggitt Firearms Training Simulator. The total amount of the grant request is \$77,183, with a 10% match by the City (\$7,718). If the grant is awarded, the matching funds will be included in the Police Department's proposed FY 2017-18 budget. **Motion:** Goldfinch made a motion, seconded by White, to authorize the Police Department to apply for the US Justice Assistance Competitive Grant as presented. **Vote:** Unanimous. Motion carried.
- E. Approval of Intergovernmental Technology Exchange Agreement between the City of Conway and Horry County.** Gosnell reported that several years ago, when municipal agencies began working together with Horry County on joint public safety projects, MOU's were signed regarding Technology Sharing and Anti-Virus Protections. In view of changes that have been made since that time in technology and security requirements from State and Federal agencies the County has requested an update of existing agreements with entities that share or access its data and network infrastructure. Staff recommended that Council approve the proposed Intergovernmental Technology Exchange Agreement between the City of Conway and Horry County and authorize the Mayor to execute the agreement. **Motion:** Anderson made a motion, seconded by White, to approve staff's recommendation. **Vote:** Unanimous. Motion carried.
- F. Proposed schedule of Council meetings for 2017.** Graham reviewed the proposed schedule of regular City Council meetings and Neighborhood Town Hall meetings for 2017. Timbes expressed her concerns that the proposed schedule reflects several months with only one scheduled Council meeting. **Motion:** Goldfinch made a motion, seconded by White, to approve the 2017 schedule for City Council meetings and Neighborhood Town Hall meetings as presented. **Vote:** Timbes voted in the negative; all others in the affirmative. Motion carried.

ITEMS FOR INFORMATION:

- A. Update on implementation of CodeRed emergency alert communication network.** Gosnell gave an update on the acquisition and implementation of the CodeRed Emergency Notification System for citywide use. The acquisition contract was finalized on October 31, 2016, and training has been completed. The system became fully operational and was activated on November 30, 2016.
- B. Report on possible increase in landfill tipping fees by the Horry County Solid Waste Authority as a result of recent cost of service study.** Graham reported that a Solid Waste Cost of Services and Rate Study was recently completed by HDR Consulting Engineers for the Horry County Solid Waste Authority. The study shows that the current landfill tipping fees charged by Horry County Solid Waste Authority are inadequate to cover the cost of its services. According to the HCSWA Executive Director, the Board of Directors will make a decision on needed increases in tipping fees on December 8th but any increase would not be implemented until July 1, 2017. It is expected that the Board will select one of the rate increase options included in the study. Council was provided a worksheet that showed the increase in landfill fees the City would incur if Scenario I – Single Rate Adjustment is implemented, based on the City’s FY 2016 solid waste tonnage, would be approximately 39.5% or \$212,000 annually. Under Scenario I - Single Rate Adjustment, tipping fees would increase from \$29 per ton to \$43 per ton, yard waste fees would increase from \$18 per ton to \$20.50 per ton, and mixed construction waste fees would increase from \$26.50 per ton to \$28 per ton. After discussion, it was determined that Council members would attend the December 8th meeting of the Solid Waste Authority Board of Directors to express concerns of the considerable rate increase was planned.

CITY ADMINISTRATOR’S REPORT

- Update on the successful start of the Celebration of Lights. To date, 3,257 vehicles and 19,614 patrons have visited the Celebration of Lights event with a total revenue of \$17,409. Graham thanked Hughes and his staff for their efforts in making the Celebration of Lights event a success.
- Expressed appreciation to staff for the Christmas lights and decorations at the former City Law Enforcement Center site.
- Thanked Jenrette, Chestnut, and Williams for completion of the storm debris removal throughout the City.
- Advised that public concerns received at the November 15th Neighborhood Town Hall meeting have been distributed to department heads and those individuals have been contacted to address their concerns.
- Recommendations from the budget workshop have been assigned to staff to analyze and report on in reference to any impact on the proposed budget.
- Update on a possible FEMA buyout grant application and the two FEMA informational meetings hosted by the City for residents affected by Hurricane Matthew. To date, 63 letters of interest forms have been received. Of the number of homes in the City identified as having sustained damage by flood waters (104), 50 are in the current FEMA flood zone, 52 are in the preliminary FEMA flood zone, and 2 are outside of the flood zone).
- Commented on his attendance at a recent Heroin Epidemic meeting. White recommended local physicians be invited to attend future meetings to discuss this topic and Mayor Blain-Bellamy recommended that someone from the Solicitor’s office be a part of future meetings. Graham will report back to Council on this topic at a later date.

COUNCIL INPUT:

Alford thanked Foster Hughes and his staff for their efforts in making the Celebration of Lights a success.

White commented that he has received several requests for a 4-way stop at the corner of Singleton and Whittemore Streets.

Timbes

- Commented on the lovely appearance of Main Street Bridge adorned with Christmas lighting.
- Reported that she, Mayor Blain-Bellamy, and Council Member White attended the aluminum pour at Coastal Carolina University (process used to create the statues for the Conway Critters program).
- Inquired if the City was responsible for removing tree limbs that are hanging over bridges.

Anderson

- Requested that information to educate the public on 911 Operations Center protocol be placed on the City's access channel and that the City help to get that information into the schools.
- Requested that additional information about recycling be placed on the City's access channel and suggested that the City invest in larger recycling containers.

Smith

- Requested that staff look into possible ways to improve the traffic flow near the Main Street Bridge area and the sound system at the Tree Lighting ceremony in 2017.
- Inquired about the status of efforts to improve City signage.
- Reported that the Greenville News ranked the City of Conway #6 for "Best Sports City in America" out of 423 small cities.

Blain-Bellamy

- Thanked Lois Roberts for her efforts in staging the Tree Lighting ceremony.
- Remarked on the huge advantage gained by the City's relationship with Coastal Carolina University.
- Reported on questions and ideas she has received in regard to fees and restrictions for the City's recreation facilities and recommended that Council take a comprehensive look into the larger system.
- Thanked Hughes and his staff for a successful Arbor Day ceremony.
- Commented that the City's access channel is a great opportunity to publicize other "things of interest" and challenged City Council to think of appropriate topics.

The Council meeting recessed after this item of business and reconvened in the Conference Room for the remainder of the meeting.

EXECUTIVE SESSION: Motion: Goldfinch made a motion, seconded by White, to enter into Executive Session to discuss the naming of City buildings, facilities, or property which may include disclosure of information of a personal nature that would constitute an unreasonable invasion of personal privacy [pursuant to SC Code §30-4-40(a)(2)]. **Vote:** Unanimous. Motion carried.

RECOVENE FROM EXECUTIVE SESSION: Motion: Timbes made a motion, seconded by Alford, to come out of Executive Session. **Vote:** Unanimous. Motion carried.

POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION: Motion: White made a motion, seconded by Alford, to approve the following names of facilities as discussed in Executive Session. **Vote:** Unanimous. Motion carried.

- Public Safety Facility Firefighters Day Room – The Chris Ray Day Room
- Conway Riverwalk – The Burroughs Riverwalk
- Mini Park at the corner of 4th Avenue and Main Street – Kingston Park
- Recreation Center Complex – The Billy Gardner Recreation Complex
- Recreation Complex Field #1 – The Pete Wilkes Football Field

ADJOURNMENT: Motion: Goldfinch made a motion, seconded by White, to adjourn the meeting. **Vote:** Unanimous. Motion carried.

APPROVAL OF MINUTES: Minutes approved by City Council this 3rd day of January, 2017.



Debbie F. Smith, City Clerk