

CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET
CONWAY, SOUTH CAROLINA
MONDAY, FEBRUARY 6, 2017 – 5:30 PM

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

STAFF: Bill Graham, City Administrator; Vicky Lefler, Deputy City Administrator; Larry Bell, Public Works Department; Kevin Chestnut, Public Works Director; Adam Emrick, Planning Director; Capt. Tammy Carter, Police Department; 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: Louise Carson, Clayton Mauldin, Samantha Beaver, John R. Dowmont, Howard Brantley, 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. Jamey Collins of Jamestown Baptist Church who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

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

APPROVAL OF CONSENT AGENDA:

- A. Final reading of Ordinance #2017-02-06(A) Amending the Conway Comprehensive Plan by replacing the Population Element in its entirety**
- B. City Council Minutes – January 17, 2017; and Council Committee of the Whole – January 13 and 26, 2017**

Motion: Alford made a motion, seconded by White, to approve the consent agenda as presented. **Vote:** Unanimous. Motion carried.

PUBLIC INPUT:

Louise Carson, Executive Director for the Children's Recovery Center in Myrtle Beach gave a brief overview of the services provided to sexually and/or physically abused children in Horry County. Noting

the number of children in Conway who have received services from the Center, Carson asked Council to consider financial assistance for the Recovery Center.

William Brantley requested a 4-way stop at the intersection of Whittemore Street and Singleton Street and inquired about the sidewalk project on his street. Chestnut reported that the City is currently receiving bids for the sidewalk project. He also inquired about the status of his request for a street light made at a previous Town Hall Meeting.

Motion: Goldfinch made a motion, seconded by White, to close public input. **Vote:** Unanimous. Motion carried.

SPECIAL PRESENTATIONS:

- A. Special event request: Laurel Street Yard Sale, April 22, 2017.** Hillary Howard of Conway Downtown Alive submitted this special event request. The event will take place on Saturday, April 22, 2017, from 8:00 a.m. to noon. The event will allow an opportunity for the public and local businesses to reserve a space to sell “yard sale” like items. The applicant has requested the closure of Laurel Street from Second Avenue to Third Avenue and from Third Avenue to Fourth Avenue from 5:30 a.m. to 1:30 p.m., on the day of the event. A map depicting the street closures accompanied the special event application. Staff recommended approval of the special event application. **Motion:** Anderson made a motion, seconded by Timbes, to approve the special event application for Laurel Street Yard Sale as presented by staff. **Vote:** Unanimous. Motion carried.
- B. Special event request: Rivertown Music & Craft Beer Festival, May 6, 2017.** Hillary Howard of Conway Downtown Alive submitted this special event request. Plans call for the event to be held in the area of Third Avenue between Main Street and Elm Street and Laurel Street between Second and Fifth Avenues. The event will begin at 11 a.m. and end at 8 p.m. Maps depicting the location of the event, street closures, and the alcohol consumption zone accompanied the special event application. Approval of the special event request as submitted will exempt the event from requirements of the City’s noise ordinance. Staff recommended approval of the special event application with the cost of any City support services provided to be absorbed by the City’s operating funds. **Motion:** Anderson made a motion, seconded by White, to approve the special event application for Rivertown Music & Craft Beer Festival as presented by staff. **Vote:** Mayor Blain-Bellamy and Council Member Timbes voted in the negative; all others voted in the affirmative. Motion carried.
- C. Mid-year update on visitor center, marketing, and events.** Hillary Howard, Executive Director of Conway Downtown Alive, gave an update for FY 2016 for the Visitors Center and the Downtown Marketing Campaign. Howard noted that there was a decrease in the number of visitors in 2016, possibly as a result of Hurricane Matthew. She elaborated on the various sponsored programs and events as well as advertising outlets. Howard also reminded Council of the upcoming workshop with Robert Gibbs. Mayor Blain-Bellamy requested Howard ask Gibbs for ideas on how to make vacant downtown store fronts occupied.
- D. Longevity Bonus Awards** were presented to Ann Howell, 10 years, and Dwayne Singleton, 15 years, Finance Department. The presentations were made by the City Administrator and Council Member Alford.

ORDINANCES FOR FIRST READING:

- A. First reading of Ordinance #ZA2017-02-20 (A) Accepting the petition of Cindy Graham to annex approximately 1.3 acres of property located at 2350 Acie Avenue (TMS 122-00-05-096/ PIN 33712040001) and to rezone the property to Low Density Residential (R-1) upon annexation.** The annexation request is being made to allow the residential structure on the property to tie onto the City's water and sewer system. The City of Conway Comprehensive Plan identifies the parcel as Existing Residential. The Planning Commission recommended approval of the request. Staff recommended first reading approval. **Motion:** Anderson made a motion, seconded by Alford, to approve first reading of Ordinance #ZA2017-02-20 (A). **Vote:** Unanimous. Motion carried.
- B. First reading of Ordinance #ZA2017-02-20 (B) Accepting the petition of Michael and Jamie Hedges to annex approximately 3.8 acres of property located at 3200 Ninth Avenue (TMS 1361201001/PIN 36808040002) and to rezone the property to Low Density Residential (R-1) upon annexation.** The annexation request is being made to allow the residential structure on the property to tie onto the City's sewer system. The City of Conway Comprehensive Plan identifies the parcel as Existing Residential. The Planning Commission recommended approval of the request. Staff recommended first reading approval. **Motion:** Anderson made a motion, seconded by Goldfinch, to approve first reading of Ordinance #ZA2017-02-20 (B). **Vote:** Unanimous. Motion carried.

ITEMS FOR CONSIDERATION:

- A. Bids for electrician services – 4th Avenue underground wiring conversion project.** Chestnut reported that the request for proposals for electrician services for meter base conversions was sent to eleven local electricians and the Chamber of Commerce and was posted on the City's website. The bid opening was scheduled for January 17, 2017, and only one bid was received: Kingston Electric in the amount of \$94,700. Santee Cooper has reviewed the bid and found it to be acceptable. Chestnut also gave a brief progress report on the project. Venture Engineering hopes to put the project out to bid according to the previously discussed timeline (mid-March to mid-April), even though permitting is expected to stretch out for 3-6 months. **Motion:** White made a motion, seconded by Goldfinch, to approve the bid submitted by Kingston Electric in the amount of \$94,700. **Vote:** Unanimous. Motion carried.
- B. Bids for sidewalk repairs and improvements.** Chestnut reported that the contract for sidewalk repairs and improvements expired on December 31, 2016. The bid opening was held on January 25, 2017, and two bids were received: Palmetto Corp and King Construction. Chestnut advised Council that, based on his analysis, it was recommended that Council approve a contract with King Construction for sidewalk repairs and improvements for the period of February 1, 2017, to January 31, 2019, based on bid unit prices. **Motion:** White made a motion, seconded by Smith, to approve staff's recommendation. **Vote:** Unanimous. Motion carried.
- C. Bids for repair of West Ridge sewer lift stations and extenuation of sewer force main.** Bell informed Council that funds were allocated in the FY 2015-16 budget for upgrades to the West Ridge and Maple lift stations but these projects were not completed and, due to an oversight, the funds were not carried over into the FY 2016-17 budget. Because of the critical need for improvements to these two lift stations, the Public Utility Department requested bids from contractors on upgrades to both lift stations and the relocation of the Brown Street force main to a deeper manhole farther down the

street. All three projects were bundled into one RFP with the hopes of getting lower bids. The bid opening was held on January 17, 2017, and the following companies submitted bids: AAA Utility and Construction, A.C. Schultes, Lawrimore Construction, Level Utilities, and North American Construction. Based on need and the current budget allocation, staff recommended that Council accept the low bid in the amount of \$305,000, submitted by Lawrimore Construction, for the West Ridge lift station improvements and relocation of the Brown Street force main and to delay the Maple lift station upgrades which will be budgeted in FY2017-18. The allocation in the FY 2016-17 budget for the Homewood lift station (\$240,000) will be used to fund the West Ridge project. The amount over-budget and the entire cost of relocating the Brown Street force main will be covered with other funds allocated for water line upgrades. **Motion:** Goldfinch made a motion, seconded by Anderson, to approve staff's recommendation. **Vote:** Unanimous. Motion carried.

D. Bid for improvements and additions. Senn reported that requests for proposals were prepared for the enclosure of two existing open bays and the addition of three open bays for the Grounds and Maintenance Department, and the addition of a 25' x 139' open shed to the Vehicle Maintenance building at the Public Works Complex. The sole bid received was from Homewood Metal Works in the amount of \$118,932 for the Grounds and Maintenance Department bay enclosure/addition, which is under budget, and \$54,607 for the shed addition at the Vehicle Maintenance Department. Senn noted the amount in the FY 2016-17 budget for the Vehicle Maintenance shed is \$50,000 but the shortfall can be covered by the overall budget for that department. Staff recommended acceptance of the sole bid submitted by Homewood Metal Works. **Motion:** Alford made a motion, seconded by Timbes, to accept the bid in the amount of \$118,932 submitted by Homewood Metal Works for these improvements and additions. **Vote:** Unanimous. Motion carried.

E. Proposed installation of 4-way stop at intersection of Whittemore and Singleton Streets. Captain Carter reported that, based on findings resulting from community complaints, staff recommended the installation of a 4-way stop at the intersection of Whittemore and Singleton Streets. It is expected that the 4-way stop will reduce speed and the amount of cut-through traffic on these streets. Flags and temporary signage will be installed to advise the public of the new stop signs for 45 days and stop bars will be installed. **Motion:** Timbes made a motion, seconded by Goldfinch, to approve staff's recommendation. **Vote:** Unanimous. Motion carried.

F. Bids for sports field lighting for Ballfield A at the Conway Recreation Complex. A Request for Proposals was issued for interested firms to design and provide sports field lighting equipment for Field A. Bids were opened on January 27, 2017, and three bids were received: Torrence Sports Lighting of Mount Pleasant, SC - \$57,394.80; American Sports Lighting of Wilmington, NC - \$60,007; and Techline Sport Lighting of Austin, TX - \$153,000. Bids did not include installation. Staff recommended acceptance of the low bid. **Motion:** Goldfinch made a motion, seconded by Smith, to accept the low bid of \$57,394.80 which was submitted by Torrence Sports Lighting. **Vote:** Unanimous. Motion carried.

G. Proposed agreement with Coastal Carolina University for the creation of a Master Plan for Conway Parks, Recreation & Tourism. Hughes reviewed the proposed agreement with Coastal Carolina University for assistance with the development of a comprehensive master plan for Parks and Recreation. The CCU School of Recreation & Sports Management has received a Professional Enhancement Grant from CCU in the amount of \$5,500 for a portion of this project. The City of Conway will be responsible for paying an additional Project Team fee of \$2,000, which would cover faculty time, graduate student assistance, travel time and cost of materials for data collection and

reporting. Since this project will take several months to complete, funds to cover this fee will be requested in the FY 2017-18 budget. Staff recommended approval of the agreement. **Motion:** Timbes made a motion, seconded by Anderson, to approve staff's recommendation and authorize the expenditure of \$2,000 to cover the additional portion of the cost. **Vote:** Unanimous. Motion carried.

H. Grant requests from Conway attendance area schools. An allocation of \$3,000 for grants to the Conway area schools was included in the FY 2016-17 budget. In November 2016, staff mailed information to Conway area schools offering this grant opportunity provided by the City. Williams noted that only two schools responded. Conway Elementary School requested \$992.87 for the purchase of a "Buddy Bench" and 2 trash receptacles and Conway Middle School requested funds to assist with iPad repair costs (unspecified amount). **Motion:** White made a motion, seconded by Timbes, to award Conway Elementary School \$992.87 and Conway Middle School \$500.00. **Vote:** Unanimous. Motion carried.

CITY ADMINISTRATOR'S REPORT: Graham noted that staff had researched options for improving visual displays in Council Chambers and called on Emrick to review staff's recommendation. Emrick displayed a mock version of a 70 inch television for size demonstration and explained why a larger screen and projector would not be a feasible option. Emrick recommended the purchase of one 70 inch television to determine if displays using two televisions would be effective. **Motion:** Anderson made a motion, seconded by Goldfinch, to allow Emrick to purchase two 70 inch televisions for Council Chambers. **Amended Motion:** Timbes made a motion, seconded by Alford, to allow staff to purchase one 70 inch television on a trial basis. Mayor Blain-Bellamy called for a vote on the original motion made by Anderson. **Vote:** White, Anderson, Goldfinch, and Smith voted in the affirmative. Motion carried.

COUNCIL INPUT:

Alford:

- Requested that staff look into creating a "Neighborhood Services" position(s) (1 or 2 employees)
- Inquired if the City's website had a link to the Riverwalk and the ball fields as well as other government entities such as Horry County Schools, Conway Medical Center, etc.

White:

- Commended the Fire Chief and the Assistant Fire Chief on their inclusion in a recent MASC "Uptown" magazine article on Risk Management graduates.
- Requested staff to look into a carpet issue at the last pew in Council Chambers.

Timbes:

- Announced that former Council Member Bob Hendrick had passed away and provided information on arrangements for visitation and the funeral.
- Relayed a compliment she received in regard to the City's "Back Door Service" program, a service of the Solid Waste Department to assist, upon request, citizens who are 75 and older with garbage pickup.

Goldfinch requested that the Hendrick Family be remembered in prayer.

Smith:

- Requested staff to look into the need for sidewalks and street lights on Pine Street behind Popeye's and Pizza Inn.
- Requested staff to look into the inclusion of Conway High School on City welcome signs.
- Inquired about the status of the "Welcome to Conway" signs.
- Suggested that stickers be placed on City recycling carts to provide information on which items can be recycled.

Blain-Bellamy thanked the administrative staff for their extra effort during the search for a new City Administrator.

EXECUTIVE SESSION: Motion: Alford made a motion, seconded by Timbes, to enter into executive session to discuss negotiations incident to possible purchase of property, 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, to discuss negotiations incident to proposed contractual arrangements, and to review applications for the City Administrator's position. **Vote:** Unanimous. Motion carried.

RECONVENE FROM EXECUTIVE SESSION: Motion: Goldfinch made a motion, seconded by White, to come out of Executive Session. **Vote:** Unanimous. Motion carried.

ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION: Motion: White made a motion, seconded by Goldfinch, to approve the name of the former Post Office as **Fifth and Main** and Conservation property amenities as **Waccamaw River Park**. **Vote:** Unanimous. Motion carried.

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

APPROVAL OF MINUTES: Minutes approved by City Council this 20th day of February, 2017.



Debbie F. Smith, City Clerk