

CITY HALL COUNCIL CHAMBERS
229 MAIN STREET
CONWAY, SOUTH CAROLINA
TUESDAY, JANUARY 19, 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; Vicky Lefler, Deputy City Administrator; Captain Tammy Carter, Police Department; Kevin Chestnut, Public Works, Director Adam Emrick, Planning Director; James Friday, Public Utilities Director; Le Hendrick, Fire Chief; Foster Hughes, Parks, Recreation, and Tourism Director; Billy Joe Sawyer, Building Official; Lynn Smith, Human Resource Director; Alison Williams, Finance Director; and Debbie F. Smith, City Clerk

OTHERS IN ATTENDANCE: Kathy Ropp, Hillary Howard, and others

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

INVOCATION/PLEDGE OF ALLEGIANCE: Mayor Blain-Bellamy recognized Rev. Randy Riddle of Westminster Presbyterian Church who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

APPROVAL OF AGENDA: Mayor Blain-Bellamy informed Council that the property owner of 604 Elm Street has asked to withdraw his request for Council to certify the eligibility of that property for the Preservation Tax Incentive Program and that item should be removed from the agenda. **Motion:** Timbes made a motion, seconded by Alford, to approve the agenda as amended. **Vote:** Unanimous. Motion carried.

APPROVAL OF CONSENT AGENDA: City Council Minutes – January 4, 2016. Motion: Anderson made a motion, seconded by Smith, to approve the consent agenda with correction. **Vote:** Unanimous. Motion carried.

PUBLIC INPUT: There was no input from the public.

SPECIAL PRESENTATIONS:

A. Fiscal Year 2015 City Audit Report. Bob Calliham of Smith Sapp Bookout & Calliham presented results of the audit which included a clean opinion on the City's financial statements. He also reported that a review of the City's internal controls revealed no material weaknesses and no instances were noted of any compliance matters required to be reported under Government Auditing Standards. Calliham also explained that GASB68 would not have any impact on the City's operation as the City has always paid the full amount of its retirement cost (regular and public safety) which is set by PEBA. Glenn Boatenheimer, the lead accountant for the City's audit, accompanied Mr. Calliham.

B. Special event requests:

1. **“Laurel Street Yard,” April 23, 2016.** Hillary Howard of Conway Downtown Alive submitted this special event request. The event will take place on Saturday, April 23, 2016, 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 2nd

Avenue to 3rd Avenue and from 3rd Avenue to 4th Avenue starting at 5:30 a.m. on the day of the event and reopening the streets at 1:30 p.m. A map depicting street closures accompanied the special event application. Staff recommended approval of the special event application. **Motion:** Goldfinch made a motion, seconded by Anderson, to approve the special event application for Laurel Street Yard as presented by staff. **Vote:** Unanimous. Motion carried.

2. **Rivertown Music & Craft Beer Festival, May 7, 2016.** Hillary Howard of Conway Downtown Alive submitted this special event request. Plans call for the event to be held in the area of 3rd Avenue between Main Street and Elm Street and Laurel Street between 2nd and 5th Avenues. Maps depicting the location of the event, street closures (with times), 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 Goldfinch, to approve the special event application for Rivertown Music and Craft Beer Festival as presented by staff. **Vote:** Timbes voted in the negative; all others voted in the affirmative. Motion carried.

C. Employee of the Month Award for November 2015 was presented to Corporal Jonathan McAllister, Police Department. The presentation was made by the City Administrator, accompanied by Captain Tammy Carter.

D. Employee of the Month Award for December 2015 was presented to Derrick Turner, Public Works Department. The presentation was made by the City Administrator, accompanied by the Public Works Director.

RESOLUTION: Resolution Adopting the Horry County Multijurisdictional All-Hazard Mitigation Plan (2015 Update). The Horry County All-Hazard Mitigation Plan, originally approved by the Federal Emergency Management Agency (FEMA) and adopted by resolution by the County and by the City in 2005, is required to be updated every five years. The City last approved the updated All-Hazard Mitigation Plan on October 11, 2010. City staff has assisted with research conducted over the past year for updating the plan which has received approval from FEMA and the State. Chief Hendrick noted that the adoption of this resolution will enable the City to be eligible for federal funding under mitigation should such funds become available. Staff recommended approval of the resolution adopting the 2015 Horry County All-Hazard Mitigation Plan. **Motion:** White made a motion, seconded by Anderson, to adopt the resolution as recommended by staff. **Vote:** Unanimous. Motion carried.

ORDINANCE FOR FIRST READING: Ordinance #ZA2016-02-01 (A) Accepting the petition by Langston Memorial Baptist Church to annex approximately 1.06 acres of property located at the corner of Sellers Road and Highway 905 (TMS# 123-16-01-046, PIN 33911020014 & TMS# 123-16-01-045, PIN 33911020013) and to rezone the property Low Density Residential (R-1) upon annexation. Emrick advised Council that Susan Smith, on behalf of Langston Memorial Baptist Church, requested this annexation and rezoning, which will bring all of Langston Baptist Church properties into the City limits. The Comprehensive Plan identifies the subject parcels as Existing Residential in the Future Land Use map. The Planning Commission recommended approval of the annexation and rezoning request. Staff recommended first reading approval. **Motion:** Goldfinch made a motion, seconded by White, to approve first reading of Ordinance #ZA2016-02-01(A). **Vote:** Unanimous. Motion carried.

ITEMS FOR CONSIDERATION:

- A. Acceptance of bid for replacement wide format scanner/printer for the Planning and Building Departments.** Funds were included in the Planning Department's FY 2015-16 budget to purchase a replacement scanner/copier to replace the current 12+ year old wide format scanner/copier. The following bids were received: DocuSystems (used machine) - \$3,500 (the annual service agreement for the DocuSystems scanner which includes all parts, labor and supplies, excluding paper, is \$.14/lf; based on the current cost, this would be approximately \$360 annually); Duncan Parnell (new) - \$5,650; McGee Cad (new) - \$6,695. Duncan Parnell and McGee Cad were given the opportunity to offer a bid for a used machine and both declined. Staff recommended acceptance of the low bid submitted by DocuSystems. **Motion:** Timbes made a motion, seconded by Smith, to accept the low bid of \$3,500 submitted by DocuSystems for the purchase of a used RICOH 3601 digital wide format scanner/copier. **Vote:** Unanimous. Motion carried.
- B. Acceptance of low bid for two replacement service trucks for the Public Utility Department.** Funds were included in the FY 2015-16 budget for two replacement service trucks for the Public Utility Department. The vehicles being replaced include a 2003 Ford Explorer and a 2005 Ford Ranger. Bids, which include sales tax, received for two pickup trucks are as follows: Conway Ford - \$20,748.20 per truck and Palmetto Chevrolet - \$21,624.20 per truck. Vic Bailey Ford and Love Chevrolet elected not to submit a bid. Staff recommended acceptance of the low bid. **Motion:** Alford made a motion, seconded by Anderson, to accept the low bid submitted by Conway Ford for a total purchase amount of \$41,496.40 for two F-150 pickup trucks. **Vote:** Unanimous. Motion carried.
- C. Proposed schedule for 2016 Neighborhood Council meetings.** **Motion:** Goldfinch made a motion, seconded by Anderson, to approve the revised schedule for the 2016 City Council Neighborhood meetings. **Vote:** Unanimous. Motion carried. Graham reported that all meeting dates had been changed from Monday's to Tuesday, on the proposed schedule to accommodate Timbes' attendance at WRCOG Board meetings.
- D. Guidelines for operation of warming shelter within the City of Conway.** Hendrick reported that the City of Conway has partnered with the American Red Cross to provide a permanent warming shelter within the City. The shelter will be located in the Collins Park Center in Collins Park at 1001 16th Avenue. Should that location be unavailable when needed, the first alternate location will be the Mary Thompson Center at Collins Park, the second alternate location will be the Senior Center at the Recreation Complex, and the last alternate location will be the Recreation Center. The warming shelter will be open when the temperature is forecasted to drop to or below 32 degrees and at other times when deemed necessary by the City Administrator. The hours of operation will be 6 p.m. until 8 a.m. the following morning; however, if no one checks in by 10 p.m., the shelter will close for the night. Cots, blankets, snacks and beverages will be provided. Red Cross volunteers, to the extent possible, will supervise the shelter and Police and Parks, Recreation, and Tourism staff will assist as needed. **Motion:** White made a motion, seconded by Goldfinch, to approve the warming shelter guidelines as presented by staff. **Vote:** Unanimous. Motion carried. Efforts will be made to involve the City's faith-based community for volunteer assistance.
- E. Consideration of location and plans for new restroom facility for Collins Park:** During the workshop portion of the January 4th meeting, Council discussed the placement of the new facility and asked for more information on options for the exterior. Based on those discussions, staff presented Council with cost estimates and renderings of options for painted brick, painted Hardi Plank siding and painted split-faced block. Hughes noted the roof pitch will match that of the existing building in the park. (Hughes advised that the \$10,000 for a painted brick exterior could be absorbed by the savings of other projects completed under-budget in the Recreation Department.) **Motion:** Timbes

made a motion, seconded by Anderson, to locate the building with its doors facing the parking lot on 16th Avenue (location A) and approve the option for a painted brick exterior to match existing park buildings. **Vote:** Unanimous. Motion carried.

ITEMS FOR INFORMATION:

A. Report on Good Behavior Citation Program. Captain Tammy Carter reported that the Police Department was recently approached by Pat and Terry Strong, owners of Bellacino's, with an offer to partner with the Department in this effort to recognize individuals who are observed doing something positive. Carter stressed that no traffic stops and/or other encounters will be initiated by police officers solely for the purpose of recognizing a positive act. Under the Good Behavior Citation Program guidelines, a person who is issued a Good Behavior Citation will be entitled to receive a free small pizza from Bellacino's. **Motion:** Anderson made a motion, seconded by White, to endorse the Good Behavior Citation Program. **Vote:** Unanimous. Motion carried.

B. Report on Conway Police Department Citizens Police Academy. Captain Tammy Carter reported that the Police Department will be hosting its first Citizens Police Academy for City residents in March 2016. Carter noted that this 8-week program will allow the participants to experience first-hand what a police officer endures daily to protect the citizens of Conway. Council received copies of the program application, curriculum and regulations were shared. The program will be advertised in churches, on the City Access Channel and on the Police Department Facebook page.

COUNCIL INPUT:

Alford:

- requested a progress report on the installation of new water meters
- requested an update on the status of the railroad
- suggested having an article in the newspaper written by the Mayor or a different Council Member each month
- recommended naming the proposed city square "Kingston City Square"

White thanked Council for its support of the MLK celebration and reported on events that were held in observance of that holiday.

Smith:

- thanked Friendship Baptist Church for the invitation to its MLK event.
- expressed his enjoyment of the recent Chamber Board meeting to which Council Members were invited.
- Reported that he had received complaints of excessive speed on Graham Road and requested increased Police patrol in that area.

Goldfinch suggested that there be opportunities for Council to "shadow" in each department within the City. He also expressed his appreciation for police enforcement of No Parking in the fire lane at the Food Lion shopping center on North Main Street.

Anderson inquired if warning tickets could be written for trucks driven in town with loud exhausts and lights that are blinding at night for other drivers.

Mayor Blain-Bellamy noted the extra responsibility that is taken on by Public Safety employees and expressed gratitude toward Corporal McAllister for putting another's safety ahead of his own during the October flood event.

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

EXECUTIVE SESSION: Motion: Timbes made a motion, seconded by White, to enter into executive session to consider appointment to boards, commissions and committees, discuss the receipt of legal advice relating to pending claims against the City, and to discuss the annual performance evaluation of the City Administrator. **Vote:** Unanimous. Motion carried.

Motion: Smith made a motion, seconded by White, to come out of executive session. **Vote:** Unanimous. Motion carried.

Consideration of appointment to boards, commissions and committees [pursuant to SC Code §30-4-70(a)(1)]: Motion: Anderson made a motion, seconded by Timbes, to approve the following appointments as discussed in executive session. **Vote:** Unanimous. Motion carried.

Accommodations Tax Advisory Committee: Reappointed Rein Mungo and appointed Russell Fowler to three-year terms ending December 31, 2018.

Community Appearance Board: Reappointed Brenda Ivester to a four-year term ending December 31, 2019.

Construction Board of Appeals: Reappointed Michael Green and George Martin and appointed Charlie Frye and Danny Hardee to three-year terms ending December 31, 2018.

Lakeside Cemetery Committee: Appointed Michael Thompson to a three-year term ending December 31, 2018.

Planning Commission: Reappointed David P. Jordan and appointed Brian O'Neil to three-year terms ending December 31, 2018.

Smith Jones Joint Venture Committee: Appointed Mary Singleton and Charlie Williams to three-year terms ending December 31, 2018.

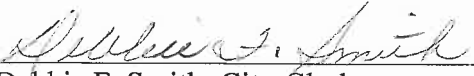
Water Quality & Drainage Commission: Reappointed Scott Goldberg to a three-year term ending December 31, 2018.

Zoning Board of Appeals: Reappointed Blake Hewitt to a three-year term ending December 31, 2018.

Firemen's Insurance and Inspection Fund Oversight Committee: Reappointed Council Member Tom Anderson for 2016.

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 1st day of February, 2016.



Debbie F. Smith, City Clerk