

CONWAY CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET
CONWAY, SOUTH CAROLINA
MONDAY, JULY 18, 2016 – 5:30 PM

PRESENT: Mayor Barbara Blain-Bellamy, Mayor Pro Tem Jean Timbes, Council Members Randle L. Alford, William M. Goldfinch IV, and Larry White **ABSENT:** Council Member Thomas J. Anderson II (out of town) and Council Member Ashley Smith (out of town)

STAFF: Bill Graham, City Administrator; Vicky Lefler, Deputy City Administrator; Kevin Chestnut, Public Works Director; Adam Emrick, Planning Director; James Friday, Public Utilities Director; Reggie Gosnell, Police Chief; Le Hendrick, Fire Chief; Reggie Jenerette, 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 Smith, City Clerk

OTHERS IN ATTENDANCE: Frank Braxton, David Burns, Peter Steele, Vivian Steele, Demetria Jackson, Rochele Doughty, Jennifer Harper, Rev. Cedric D. Blain-Spain, Janice “Marie” Hopkins, Cookie Dewitt, Sharolyn Dewitt, Pamela Kelly, and others

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

INVOCATION/PLEDGE OF ALLEGIANCE: Mayor Pro Tem Jean Timbes gave the invocation. Those in attendance recited the Pledge of Allegiance.

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

APPROVAL OF CONSENT AGENDA:

- A. Final reading of Ordinance #ZA2016-07-18 (A) Accepting the petition of the Estate of Thomasine S. Coan and the Edward M. Farmer Trust to annex approximately 2.13 acres of property located at 121 Glass Hill Drive (TMS# 137-03-01-009/PIN 33915020007, TMS# 137-03-01-010/PIN 33915020006, and TMS# 137-03-01-011/PIN 33915020005) and to rezone the property to Low Density Residential (R-1) upon annexation**
- B. Final reading of Ordinance #2016-07-18 (B) Amending Title 5, Chapter 1, Section 5-1-5 Use of name or license by other persons prohibited**
- C. Final reading of Ordinance #2016-07-18 (C) Amending Title 1, Chapter 1, Section 1-4-4 Creation of Specific Departments**
- D. Minutes of City Council meeting – June 20, 2016**

Motion: Goldfinch made a motion, seconded by Timbes, to approve the consent agenda. **Vote:** Unanimous. Motion carried.

SPECIAL PRESENTATIONS:

- A. Recognition of the Lakeside Cemetery Committee for award of Historic Preservation Certificate by the Peter Horry Chapter of the Daughters of the American Revolution.** Deborah Vrooman, Chairman of the Lakeside Cemetery Committee, announced the receipt of this award by the committee for its work to maintain the historic integrity and beauty of the cemetery. On behalf of the committee, she presented this award to Council and thanked Council and City staff for their assistance and support. Vrooman was accompanied by Robin Sasser and other committee members were also in attendance.
- B. Employee Longevity Bonus Award.** The recipient was unable to attend and will be recognized at the next Council meeting.
- C. Employee of the Month for June Award** was presented to Jessica Hucks, Planning Department. The presentation was made by the City Administrator accompanied by the Planning Director.
- D. Special event requests:**
- 1. Conway Fall Festival, October 1, 2016.** The City's Parks, Recreation and Tourism Department submitted this special event request. Hughes reviewed the street closures requested for the festival and the proposed location of vendors, kids' zone, live music, and other activities. A map showing the special event area accompanied the application. Staff recommended approval of the special event application. **Motion:** Goldfinch made a motion, seconded by Alford, to approve the special event application for the 2016 Conway Fall Festival as presented. **Vote:** Unanimous. Motion carried
 - 2. Conway Farmers Market, July through October, 2016 (Saturdays).** Samantha Tipton with the Waccamaw Market Cooperative submitted this special event permit for the Conway Farmers Market to be held on the lot where the Law Enforcement Center was formerly located. The Farmers Market event will take place weekly and use of this site will be conditioned upon the site being available each week. A minimum of two weeks' notice of any conflicting events to be scheduled will be provided to the Farmers Market. The Cooperative will pay a nominal fee for electricity. Staff recommended approval of the special event permit. **Motion:** Goldfinch made a motion, seconded by Timbes, to approve the special event application for the Farmers Market as presented. **Vote:** Unanimous. Motion carried.

PUBLIC INPUT:

Demetria Jackson voiced a complaint to Council that her permit to rent the Smith Jones Park pool had been revoked and that the event was not a party but was a special event. The City Administrator offered to meet with Ms. Jackson regarding a special event application.

Tommy Moore reported that the 2016 Riverfest was the most successful since the event began. He thanked City Council on behalf of the Chamber of Commerce for the City's support.

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

PUBLIC HEARING AND ITEM FOR CONSIDERATION: Public hearing and consideration of proposed expenditure – 2016 Edward Byrne Memorial Justice Assistance Grant Direct Award. The

Police Department requested approval to use funds from this grant in the amount of \$10,293 to purchase a new speed trailer and a portable speed sign. Staff recommended approval of the proposed expenditure of the 2016 Edward Byrne Memorial Justice Assistance Grant Direct Award. **Public Hearing:** There was no comment from the public. **Motion:** Timbes made a motion, seconded by White, to close the public hearing and approve the expenditure of the 2016 Edward Byrne Memorial Justice Assistance Grant Award in the amount of \$10,293 as presented. **Vote:** Unanimous. Motion carried.

PUBLIC HEARINGS AND ORDINANCES FOR FIRST READING:

- A. Public hearing and first reading of Ordinance #ZA2016-08-01 (A) Accepting the petition by Coastal Land Design, on behalf of Z.V. Pate, Inc., to annex and rezone approximately .438 acres of property located at 1624 US Highway 501 (Church Street), (TMS 123-13-07-020/PIN 33810020011) from Horry County General Highway Commercial (HC) to Highway Commercial (HC).** The applicant has requested to annex and rezone this property to facilitate the development of a restaurant. Emrick reported that the *Comprehensive Plan* identifies this parcel as Highway Commercial in the Future Land Use Map and the Planning Commission recommended approval of the request. Staff recommended first reading approval. **Public Hearing:** Frank Braxton, Coastal Land Design, briefly commented on plans for redevelopment of the property. Representatives from Kentucky Fried Chicken were also in attendance in support of the request. **Motion:** Goldfinch made a motion, seconded by Alford, to close the public hearing. **Vote:** Unanimous. Motion carried. **Motion:** Alford made a motion, seconded by Goldfinch to approve first reading of Ordinance #ZA2016-08-01 (A). **Vote:** Unanimous. Motion carried.
- B. Public hearing and first reading of Ordinance #ZA2016-08-01 (B) Accepting the petition by Eleanor Bruno Wilson to annex and rezone approximately 13.4 acres of property located at the intersection of Highway 501 and Wild Wing Blvd, (TMS 151-00-03-023/PIN 38300000320) from Horry County General Highway Commercial (HC) to Highway Commercial (HC).** The applicant has requested to annex and rezone this property to facilitate the development of a retail establishment. Emrick reported that the *Comprehensive Plan* identifies this parcel as Highway Commercial on the Future Land Use Map and the Planning Commission recommended approval of the request. Staff recommended first reading approval. **Public Hearing:** There was no comment from the public. **Motion:** Goldfinch made a motion, seconded by Timbes, to close the public hearing. **Vote:** Unanimous. Motion carried. **Motion:** White made a motion, seconded by Goldfinch, to approve first reading of Ordinance #ZA2016-06-01 (B). **Vote:** Unanimous. Motion carried.
- C. Public hearing and first reading of Ordinance #ZA2016-08-01 (C) Accepting the petition by Gerald Land Holding, LLC, on behalf of the Crapps Family Limited Partnership, to rezone approximately 89.28 acres of property located at the corner of Medlen Parkway and Oak Street (TMS# 123-00-01-003/PIN 33800000004) from existing Low Density Residential (R-1) to Medium Density Residential (R-2) for the purposes of residential development.** Emrick noted that this property is part of the larger Elmhurst residential development which is zoned R-1. This request would allow the subject property to be similarly developed as single family homes but with smaller lot sizes. The Planning Commission recommended approval of the request. Staff recommended first reading approval. **Public Hearing:** Peter and Vivian Steele spoke in opposition to the rezoning and commented on the negative impact smaller lots and cheaper prices would have on their property as well as increased traffic. Brian Chichester also expressed concerns regarding increased traffic. Jimmy Gerald, developer, commented that there would be four, maybe five, ingress/egress access points to the property when developed and that efforts are being made to offset the amount of storm water going to the Crabtree Canal pump station from this development. Emrick informed Council that this development would not connect to Elmhurst Phases 1-3. **Motion:** Goldfinch made a motion, seconded by Timbes,

to close the public hearing. **Vote:** Unanimous. Motion carried. **Motion:** Goldfinch made a motion, seconded by White, to approve first reading of Ordinance #ZA2016-08-01 (C). **Vote:** Unanimous. Motion carried.

- D. Public hearing and first reading of Ordinance #ZA2016-08-01 (D) Amending Article 5 of the Unified Development Ordinance to prohibit parking of commercial vehicles on public streets within the City of Conway.** Emrick noted that this issue was discussed at several Council workshops and the Planning Commission has recommended approval of the proposed amendment to Section 5.2.10 of the UDO. Timbes expressed concern for the impact these regulations would have on residents who do not have private parking space available for their commercial vehicles. Goldfinch suggested the City look at requiring space to be set aside in future subdivisions to accommodate the parking of commercial and recreational vehicles. **Public Hearing:** There was no comment from the public. **Motion:** Alford made a motion, seconded by White, to close the public hearing. **Vote:** Unanimous. Motion carried. **Motion:** White made a motion, seconded by Goldfinch, to approve first reading of Ordinance #ZA2016-08-01 (D). **Vote:** Timbes voted in the negative; all others voted in the affirmative. Motion carried.
- E. Public hearing and first reading of Ordinance #ZA2016-08-01 (E) Amending Article 11.4.9 of the Unified Development Ordinance, Electronic Message Centers.** Emrick noted that staff was directed to draft an amendment of the City's regulations pertaining to electronic message centers based on input received at several Council workshops. The proposed amendment was developed as a result of a coordinated effort of staff and the sign industry. The Planning Commission recommended approval of the amendment. Staff recommended first reading approval. **Public Hearing:** There was no comment from the public. **Motion:** Goldfinch made a motion, seconded by White, to close the public hearing. **Vote:** Unanimous. Motion carried. **Motion:** Alford made a motion, seconded by Timbes, to approve first reading of Ordinance #ZA2016-08-01 (E). **Vote:** Unanimous. Motion carried.

ITEMS FOR CONSIDERATION:

- A. Acceptance of bid to upgrade Access Channel digital video server switch.** Funds were allocated in the FY 2016-17 general fund budget to upgrade the City's existing Leightronix video server switch. The following bids were received for a new digital video server: W.H. Platts Company (Leightronix), \$15,176.88; Tightrope, \$17,655; and Playout Ready, \$18,184.65. Staff recommended acceptance of the low bid. **Motion:** Goldfinch made a motion, seconded by Timbes, to accept the low bid in the amount of \$15,176.88 which was submitted by W.H. Platts Company for the digital video server switch. **Vote:** Unanimous. Motion carried.
- B. Acceptance of fill dirt material bid.** Two local companies, Express Construction and KAHM Farms, submitted bids in response to an RFP for a two-year contract for fill dirt material for various City departments. After analyzing the factors, including volume/type fill material purchased, location of fill dirt material pits, employee time and gas costs, and price per cubic yard, staff recommended that Council accept the bid submitted by KAHM Farms which was as follows: Regular Fill Material \$3.50, black Fill Material \$8.50, and Top Soil \$9.50. **Motion:** Goldfinch made a motion, seconded by White, to approve staff's recommendation. **Vote:** Unanimous. Motion carried.
- C. Purchase of water meters by Public Utilities Department for FY 2016-17.** Friday reported that Badger water meters have been used in the City's water meter replacement program for several years. Carolina Meter is the sole supplier for Badger Meters in South Carolina and Friday commented that the company will honor its last year's prices. Friday also proposed that the City order 1,868 three-quarter inch, 40 one-inch, and 36 two-inch water meters, to be shipped in partial monthly shipments, which will

save the City approximately \$7,000 in freight charges. Funds were included in the FY 2016-17 budget for new water meter installations and repair/replacement. Staff recommended that Council approve the purchase of 1,868 water meters from Carolina Meter at a cost of \$408,785.88 for meter installations/repairs, to be shipped in partial monthly shipments. **Motion:** Goldfinch made a motion, seconded by White, to approve staff's recommendation for the purchase of water meters for FY 2016-17. **Vote:** Unanimous. Motion carried.

D. Installation of 3-way stop intersection at 12th Avenue and Elm Street. Gosnell reported that, after a cursory review, the recently installed 3- and 4-way stops at various intersections appear to be working as intended. Staff recommended the installation of this additional 3-way stop on Elm Street at 12th Avenue (near Conway Middle School). **Motion:** Goldfinch made a motion, seconded by Timbes, to approve staff's recommendation. **Vote:** Alford voted in the negative; all others voted in the affirmative. Motion carried.

ITEMS FOR INFORMATION:

A. Fiscal Year 2015-16 budget update as of May 31, 2016, was presented as information by Allison Williams.

B. Discussion on preliminary planning for holiday light display. Hughes presented information on various holiday light displays. The proposed driving route for the display would start at the former site of the Grainger Generating Station, proceed down Marina Drive, turn right on Elm Street, and turn around at the new shelter near the Conway Marina. Seven display areas, with a total of 128 portable light displays, were proposed. A \$5 charge per vehicle for the event was suggested. Other items that will need to be considered include sponsorships, staffing, and signage. Hughes noted that plans call for bids to be presented in August and installation of displays to begin in October.

C. Report on update of City of Conway website. Hughes gave a presentation on the City's new website. He noted that City departments will have the ability to manage their respective pages on the website. The new website is expected to launch on Wednesday, July 20th. Council gave input on items for inclusion on the new website.

D. Discussion on public input received on possible uses for former post office/museum building. Graham reviewed the priority rating results received at this public hearing held during the June 20th Council meeting. Graham reiterated, to ensure Council was of one accord, that there would be dedicated space for the Visitors Center and Conway Downtown Alive in the building. The second floor will be used by Conway Downtown Alive and the basement (future phase) will be used for storage. All other space would be available for flexible use by the public. **Motion:** Timbes made a motion, seconded by Goldfinch, to approve the following three options for reuse of the former post office/museum building: (1) Flexible multi-use meeting venue for public; (2) Visitors Center; and (3) facilities for Conway Downtown Alive. **Vote:** Unanimous. Motion carried.

E. Discussion on process to evaluate proposals to provide legal services to the City. Graham recommended that proposals received to the recent RFP be evaluated by a committee composed of the Mayor, Mayor Pro Tem, and City Administrator. The committee would then present its recommendation to the full Council for discussion and consideration. **Motion:** Alford made a motion, seconded by White, to approve staff's recommendation. **Vote:** Unanimous. Motion carried.

CITY ADMINISTRATOR'S REPORT: Graham recommended that Council hold an Open House for Sherwood Forest Park Phase 2 on Thursday, August 4th, 6:00 p.m. Refreshments (hotdogs, chips, drinks) will be served. **Motion:** Alford made a motion, seconded by White, to hold the Open House as recommended. **Vote:** Unanimous. Motion carried.

COUNCIL INPUT:

Alford:

- Inquired about a possible incentive to encourage police officers to live within the City limits.
- Suggested a Citizens' Advisory Council be formed to provide input on crime issues.
- Requested installation of "no passing" signs on Elm Street between 12th and 16th Avenues.
- Asked for an update on areas of police patrols.

White

- Commented on the informative MASC Annual Meeting recently held in Charleston.
- Commended former Mayor Lawson for her efforts which helped establish the new MASC Hometown Economic Development Grant Program.
- Suggested that periodic communications from the Mayor and City Administrator be placed on the City's website.
- Suggested groups that work in the City create videos about "Coming to Conway" for the City access channel and the City website.
- Reported that the recent community forum will continue on Tuesday, July 19th, 6:00 p.m., at Bethel AME Church. The public is invited.

Timbes

- Remarkd on the positive benefits of Council's neighborhood meetings and the need for a means of providing a response to citizens.
- Asked staff to research ways by which the City can provide real-time emergency messages to the public.
- Asked staff and public to express appreciation and show support for public safety employees.

Goldfinch

- Expressed interest in finding alternative means of citizen communication.
- Reported he had received more positive than negative comments on the 3- and 4-way stop intersections recently installed in residential neighborhoods.
- Requested prayer for those who protect as well as those who commit wrongs.
- Read a facebook posting by Ben Watson of the Baltimore Ravens.

Mayor Blain-Bellamy

- Congratulated the Chamber of Commerce on its successful Riverfest.
- Commented on the momentous CCU Championship, an event which should be long-celebrated.
- Thanked Chief Gosnell and Mark Burlinson, Pastor of Christ Community Church, for their leadership and commented on the need for good people to make extra effort to show kindness during times of trouble.

EXECUTIVE SESSION: **Motion:** Goldfinch made a motion, seconded by White, to enter into executive session to discuss proposed employee compensation, discuss negotiations incident to proposed contractual arrangements, and consider the appointment of a City representative to the Horry County Grade Level Reading Committee. **Vote:** Unanimous. Motion carried.

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

APPOINTMENT TO Horry COUNTY GRADE LEVEL READING COMMITTEE. Goldfinch made a motion, seconded by White, to appoint Mayor Blain-Bellamy as the City's representative to the Horry County Grade Level Reading Committee. **Vote:** Unanimous. Motion carried.

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

APPROVAL OF MINUTES: Minutes approved by City Council this 15th day of August, 2016.



Debbie F. Smith, City Clerk