

**CITY COUNCIL MEETING
CONWAY CITY COUNCIL
MONDAY, JUNE 11, 2007 - 5:30 P.M.
MINUTES**

PRESENT: Gregory K. Martin, Mayor; Irby L. Koon, Mayor Pro Tem; Vivian E. Chestnut, Alys C. Lawson, Jean M. Timbes, Randle L. Alford and Thomas J. Anderson II.

STAFF: Bill Graham, City Administrator; Barbara Blain-Olds, Assistant Administrator; Michael Hardee, Finance Director; Jerry Barnhill, Public Works Director; Greg Richardson, Special Projects Coordinator; Reggie Gosnell, Chief of Police; Wanda Lilly, City Arborist; Timmy Williams, Beautification Department; Freddie DuBose, Public Utilities Director; Karen Godin, Planning Director; Ken Senn, Parks and Recreation Director; Darrell McDowell, Fire Chief, Billy Joe Sawyer, Building Official; Steve Harrington, Billy Joe Best, David Hayes, Natasha Sherman, Shanike Graham, Chris Dawes, and Lois Roberts and Linda Vereen, City Staff

OTHERS: Vincent Lehotsky-Porters Bay, April Garner-Band-aid for Autism, Mike Bolze and Matt Staub-Agape Senior Conway, Lon Calhoun IV and his parents Mr. And Mrs. Lon Calhoun.

CALL TO ORDER - 5:30 P.M.

Mayor Martin called the meeting to order.

INVOCATION/PLEDGE OF ALLEGIANCE

Reverend Bruce Davenport - Langston Baptist Church led Council in a prayer of guidance. City Council and those in attendance recited the Pledge of Allegiance.

PRESENTATIONS -

A. Resolution honoring Lon Calhoun - Lon Calhoun, a local artist assisted the Conway Police Department in creating and designing a new shoulder patch. The distinctive design reflects Conway's traditional ties to the Waccamaw River and other recognizable landmarks, which are associated with the City's historical past. For this, Lon Calhoun was presented a Resolution which was read and presented to him by Council member, Alys C. Lawson.

B. Presentation of Annual Safety Awards - Each year the Safety Committee of the City of Conway, recognizes the Safety Rodeo winners with the presentation of a **traveling trophy**. Departmental Best Safety Record this year was the Administration Department, Recreation Department and Building & Planning Department. The Backhoe Rodeo was won by BJ Best, Street Department, Lawn Mower Rodeo was won by Maurice Butler with the Beautification Department, Chris Dawes with the Street Department won the Defensive Driving Trophy and the Administrative Office Relay was won by Shanike Graham of the Beautification Department.

PUBLIC INPUT -

Diane Buffkin Creel working with the Horry County Disabilities and Special Needs Agency

appeared before City Council to talk about the agency's need for more building space. They are in the process of fund raising and she was asking for volunteers to assist the agency in that effort. Their goal is nearly \$2 million. Until the agency has more space available, DHEC will not allow them to accept any new clients. Graham said that he would talk with staff and see if there are any volunteers.

April Garner with Coastal Advertising and Marketing Professionals is requesting approval from City Council to close Beaty Street as part of the "Band Aid for Autism" event on Saturday, June 16th from noon to 6 p.m. The event will be held at the old Horry County Courthouse. The Police Department has reviewed the request and does not have a problem with closing the street with Council's approval.

Eddie Streeter representing Art Alive After Five thanked the City for their continued support of the Art Walks. He was requesting permission to hold Art Alive After Five events on Saturday, July 7 and Saturday, August 4 and on those two dates be allowed to close Norman Alley from 5-9 p.m.

Motion: Chestnut made a motion, seconded by Timbes to approve both special event requests for street closings. **Vote:** Unanimous. Motion carried.

ORDINANCES FOR FINAL READING -

Ordinance #2007-06-11(A) - Accepting Petition from Waccamaw Community Foundation, Inc. to annex Approximately 2.81 Acres of Property Located on Highway 544 and Further Declaring Zoning Applicable Thereto. A public hearing and first reading of this ordinance was given at the May 28, 2007 Council Meeting. The request is to rezone the property to Highway Commercial at annexation. The Planning Commission recommended approval of the request.

Motion: Chestnut made a motion, seconded by Lawson to approve final reading of Ordinance #2007-06-11(A). **Vote:** Unanimous. Motion carried

Ordinance #2007-06-11(B) - Pedestrian Obedience to Pedestrian-Control Devices and Regulations to Include Signage. This ordinance deals primarily with the riverwalk and marina area. First reading of the ordinance was given at the May 28, 2007 Council meeting with the recommendation that portions be deleted and the portion remaining have minor changes. The ordinance was redrafted as recommended by Council. **Motion:** Koon made a motion, seconded by Alford to approve the ordinance as presented. **Discussion:** Chief Gosnell said that until the signs are in place, warnings will be given. The signs have been approved by the riverwalk architects and now the CAB will review. **Vote:** Unanimous. Motion carried.

Ordinance #2007-06-11 C - Amending Title 5, Article B, Sec. 5-1-33 (a) and (b) of the Electric Code of the Code of Ordinances, City of Conway, South Carolina by Deleting (a) and (b) in their entirety and placing in their stead a revised (a) and (b). The State of South Carolina has mandated that the 2005 National Electric Code be adopted by all jurisdictions by July 1, 2007. Ordinance #2007-06-11 C amends our City Code of Ordinance to delete the 2002 Edition of the National Electric Code and will adopt the 2005 National Electric Code. City

Council passed first reading of this ordinance on May 28, 2007. **Motion:** Alford made a motion, seconded Timbes to approve final reading of Ordinance #2007-06-11 C. **Vote:** Unanimous. The motion carried.

ORDINANCES FOR FIRST READING -

Ordinance #2007-06-25(A) - An Ordinance to Raise Revenue and Adopt Budgets for the General Fund, Enterprise/Public Utility Fund, Storm Water Fund, Tax Increment Financing (TIF) Fund, Accommodations Tax Fund, Community Development Fund and Hospitality Fee Fund, City of Conway, South Carolina for the Fiscal Year Beginning July 1, 2007 and Ending June 30, 2008. Graham said that the budget document was included in the agenda package which was send out to Council. A public hearing on the budget will be held at City Council's regular meeting on Monday, June 25th, and second reading is scheduled to take place at that time. He indicated that he would be willing to answer any questions at this time or if Council needed more time to review, he would be glad to answer any questions at the public hearing on June 25th. No discussion. **Motion:** Alford made a motion, seconded by Koon to pass first reading of the budget ordinance #2007-06-25(A). **Vote:** Koon, Alford, Lawson and Anderson voted in support of the motion. Chestnut, Timbes and Mayor Martin opposed. Motion carried.

Ordinance #2007-06-25(B) - Relating to the Recovery of Collection Costs as a Part of Delinquent Debts Collected Pursuant to the Setoff Debt Collection Act, by Deleting Section 1 in it Entirety and Placing in it Stead a Revised Section 1. On September 11, 2006, City Council approved an Ordinance allowing the City to charge an administrative fee for preparing and transmitting information to the Municipal Association, the fee being considered a collection cost and included in the delinquent debt owed the City. The City contracts with the Municipal Association of South Carolina and the MASC submits claims on the City's behalf to the SC Department of Revenue, pursuant to the Setoff Debt Collection Act. The fee amount included in the ordinance adopted September 11, 2006 was mistakenly keyed in as \$75.00, rather than \$25.00. Ordinance #2007-06-25(B) will correct this error. \$25.00 is the maximum amount allowed by State Code. **Motion:** Chestnut made a motion, seconded by Lawson to approve first reading of Ordinance #2007-06-25(B). **Vote:** Unanimous. Motion carried.

RESOLUTIONS -

A Resolution accepting a letter of credit for the proposed infrastructure for Wild Wing Plantation, Phase II (Wild Wing Company, LLC) Wild Wing Company, LLC has received approval for Wild Wing Plantation, Phase II. These newly created 104 lots require roads and sidewalks meeting City specifications. Per the City of Conway Land Development Regulations a cash bond or letter of credit in the amount equal to 125% of the value of work remaining must be approved by City Council. The estimate to complete the required infrastructure improvements provided by the developer's engineer and approved by the Public Works Director is \$4,760,824.10; 125% of this value is \$5,951,030.00. **Motion:** Alford made a motion, seconded by Chestnut to accept the letter of credit for the proposed infrastructure for Wild Wing Plantation, Phase II. Godin said there were approximately 330 lots in Phase I and most of those lots have been sold. **Vote:** Unanimous. Motion carried.

Approval of a Resolution Honoring Dr. John Wilson, Jr. Buddy Freeman with the Keep Conway Beautiful Committee attended the May 28, 2007 City Council meeting. At that meeting, he indicated that the Keep Conway Beautiful Committee would like for Council to recognize people who have done outstanding things in helping to keep the City clean. In particular, he asked City Council to recognize Dr. John Wilson, Jr. who works tirelessly in picking up litter along Long Avenue (primarily from Sherwood to Country Club Drive). This is a task he has undertaken for the past twenty years, according to family members. A resolution honoring Dr. John Wilson, Jr. was prepared for City Council's consideration. **Motion:** Chestnut made a motion, seconded by Alford to approve the resolution as prepared. **Vote:** Unanimous. Motion carried. Graham said that Dr. Wilson certainly does not do this to call any attention to himself. Therefore, Dr. Wilson will be contacted to see if he would be willing to attend a Council meeting to receive the resolution, or if he would prefer to receive the resolution privately.

Approval of Resolution Honoring CCU Baseball Team. At the May 28th Council meeting, it was asked that staff recognize CCU's baseball team for their outstanding season. A resolution was prepared for City Council's review and consideration. **Motion:** Koon made a motion, seconded by Anderson to approve the resolution as prepared. **Vote:** Unanimous. Motion carried. Koon noted that the players are gone for the summer and it might be appropriate to present the resolution at the first football game in the fall. Graham said he would make contact with CCU and get back with Council regarding a time for presentation.

Resolution Relating to the Declaration of Intent by the City of Conway, South Carolina, to Reimburse Certain Expenditures Prior to the Issuance by the City of its Waterworks and Sewer System Revenue Bonds. In FY 2007-2008, the City plans to issue a public utility revenue bond in the amount of \$3.1 million to assist with funding for the new City maintenance shop complex. This resolution will allow the City to reimburse itself for expenditures for this project which are incurred prior to the issuance of the revenue bond. Without the proposed resolution being adopted, the City would not be eligible for reimbursement if the bonds were not issued within 60 days of incurring the expense. The proposed resolution was prepared and is recommended by Frannie Heizer with the McNair Law Firm. **Motion:** Lawson made a motion, seconded by Koon to approve the resolution as prepared. **Vote:** Unanimous. Motion carried.

GRANTS -

Acceptance of Year Three of the SCDPS JAG/Gang/Violent Crime Investigator Grant. On June 13, 2005, City Council approved the acceptance of this grant which allows us to ask for funding up to three years to pay for a Violent Crime/Gang Detective to investigate these types of crimes. Each year the City has to reapply for funding and on November 27, 2006 City Council approved for staff to apply for year three of this grant. The City has been notified that we have received funding for year three on this grant effective July 1, 2007. The total amount of this grant is \$50,574.00. The local match is \$12,644.00 and the state's match is \$37,930.00. The grant will pay the salary and benefits for one Detective. Staff recommends that City Council approve the acceptance of this grant. **Motion:** Koon made a motion, seconded by Anderson to

accept the grant. **Vote:** Unanimous. Motion carried.

2007 FM Global Fire Preventive Grant. The Fire Department wishes to apply for the 2007 FM Global Fire Prevention grant program. The program is a 100% grant which will provide for Fire Prevention and Safety Programs. The department would like to apply to receive a fire extinguisher training system in the amount of \$12,400. This system will be used to train City employees along with outreach programs in area schools and businesses. The training will be in the proper usage of fire extinguishers. **Motion:** Koon made a motion, seconded by Anderson to approve submission of the 2007 FM Global Fire Prevention Grant. **Vote:** Unanimous. Motion carried.

ITEMS FOR DISCUSSION/CONSIDERATION -

Family Friendly, Employee Certified Business - the City of Conway is an excellent employer, and should be recognized as such. The City's image to the public and to prospective employees would be enhanced by the **quality** distinction, "FAMILY FRIENDLY, Employee Certified" business. The City honors employee needs through the provision of paid leave, free health insurance, training opportunities, financial awards, access to counseling, special events, and in many other ways. Certification as "FAMILY FRIENDLY, Employee Certified" speaks to these efforts put forth by the City to show caring and concern for its employees, even beyond the scope of their employment. The City is already qualified for this certification, we have only failed to make the public aware. Conway and Aynor are the only two remaining local municipalities yet to be so designated.

There is a five (5) step process to achieving the "FAMILY FRIENDLY, Employee Certified" designation. We have satisfied step one by meeting with Jim Rogers (Mr. Rogers attended this meeting and spoke briefly), pursue the designation by staff, all employees answer a survey and survey results are compiled, reviewing survey results with Council and Department Heads and finally submitting an official application. **Motion:** Lawson made a motion, seconded by Alford for staff to seek the "FAMILY FRIENDLY, Employee Certified" designation for the City and to approve the Assistant City Administrator to sign the application. **Vote:** Unanimous. Motion carried.

Easement Requests by Santee Cooper - Santee Cooper needs to increase its power capacity along Winyah Road to extend services to the rapidly growing area near Wild Wing. The City owns two lots along the path of improvements of the lines that are necessary to this end. The electric poles will eventually remain as are, with the only changes being the capacity of the wiring.

Jerry Barnhill has reviewed Santee Cooper's map and request, and has expressed that the plan will not unduly affect the City of Conway. The enhanced service needs include areas that are annexed into the City. Right-of-way documents have been prepared and are included for Council's review. **Motion:** Koon made a motion, seconded by Timbes to approve the easements, authorizing the Mayor to sign on the City's behalf. **Vote:** Unanimous. Motion carried.

SCDOT Rural Enhancement Grant - FY 07 SCDOT Rural Enhancement Transportation Funds are available. These are competitive grants with a \$200,00 maximum grant and a 20% required match (\$50,000). Staff is requesting suggestions for potential enhancement projects. The potential projects are **limited** to areas of the City that are outside the GSATS boundaries. A map was shown to Council delineating the project areas. The major eligible areas of the City are Country Manor Subdivision, the section of Long Avenue Extension beyond Pottz Trail, and Collins Jollie Road. Godin noted that there are no monies budgeted for the matching funds. Lawson suggested a 10' Bike/Pedestrian Trail on Long Avenue Extension beyond Pottz Trail and ask the County to do a joint application in the areas outside the City limits. **Motion:** Anderson made a motion, seconded by Koon to approve staff's recommendation. It was noted that staff was seeking a recommendation from Council, rather than making a recommendation. Staff would like to talk with the County and come back to City Council at the next meeting. **Motion recinded by Anderson.**

Signs for Riverwalk (hours of operation) - In April, City Council approved the ordinance for hours of operation for City parks. The ordinance states the hours must be posted at the parks. Council was shown a design for the proposed signs. The signs will be made out of metal. Wood & Partners have reviewed the signs and approved, as long as the colors match the existing signs. The signs will need to go to CAB for approval. **Motion:** Koon made a motion, seconded by Timbes to approve the sign design as presented. **Vote:** Unanimous. Motion carried.

Ballfield Rental for Political Events - a request has been received from an individual to rent the complex ballfields for a political fund raiser. This is the first request ever to rent the ballfields for a political fund raiser. The Recreation Director talked with Ms. Hair, MASC concerning the request. She stated, if the City has no written policy against rental for this type of activity, we cannot deny them the usage of the ballfields. She indicated that if the fields are rented for such an event, that any advertising must say that the field are being **rented** from the City. City Council still feels somewhat uncomfortable renting the fields for political purposes. Staff was asked to check further regarding rental. No action by City Council.

Employee Assistance Program/Shoreline Contract - The City currently has a contract with Shoreline Behavioral Health Services whereby City employees can receive at no cost alcohol, drug-abuse, personal, marital and family counseling. The current contract expires on June 30, 2007. It provides, among other ancillary services, a maximum of ten (10) service hours per employee household, at an annual cost to the City of \$3,700.00.

Shoreline has agreed to continue our contract, as is, for an additional year. The City's cost will remain at \$3,700.00, despite our growth in number of employees. We have been notified, however, that this is a special allowance to the City that may not continue beyond the 2007-2008 year.

Admittedly, our employees have not made optimal use of this important service. Our department heads agree that counseling opportunities are vital, and will themselves, promote service utilization. Shoreline will provide a training session for supervisors to teach them how to identify employees who might benefit from counseling services, confidentiality issues, and use

relative to disciplinary corrective action plans. Increased usage by City employees is anticipated. **Motion:** Koon made a motion, seconded by Anderson to approve contract in the amount of \$3,700.00 for an additional year, and authorize the Assistant Administrator to sign the contract on behalf of the City. Anderson suggested putting a flyer in the employee pay checks about Shoreline's services. **Vote:** Unanimous. Motion carried.

CONSENT AGENDA -

City Council Budget Workshop Minutes-May 21, 2007 and City Council Minutes, May 28, 2007 For Approval. **Motion:** Koon made a motion, seconded by Anderson to approve the Consent Agenda as presented. The April Financial Summary was included in the Consent Agenda for information only. **Vote:** Unanimous. Motion carried.

ADMINISTRATOR'S REPORT

The City Administrator reminded Council that the next Comprehensive Plan meeting is scheduled for Tuesday, June 12 at Whittemore Park Middle School, 6:00 p.m. and the following week the Comprehensive Plan meeting will be held at the Library, June 19, at 6:00 p.m.

COUNCIL INPUT -

Alford commented on the **Conway, South Carolina Report Assessment of the Fiscal Impact of Population Growth on the City of Conway** prepared by the Strom Thurmond Institute. He asked staff to pursue urban growth boundaries. He also asked about the City policy for getting a business to take its business sign down when it closes. Alford indicated that he would like to see the City have a street resurfacing program whereby each street is resurfaced every twenty years.

Timbes asked about the status of the photograph of City Council which was taken some time ago. Also thanked staff who responded quickly to a service call of a resident recently.

Chestnut said that different ones have donated flowers to be planted by our Beautification Department within the City. She said she will get the names of the donors and would like for the city to send letters of appreciation. Chestnut said that people are talking this week about high water bills, some have doubled.

Koon said he believes that due to the dry weather, many residents are likely watering which runs their bills up.

Lawson said that a neighbor of hers is concerned about the overgrown sidewalk along 16th Avenue between Elm Street and the Car Wash.

Mayor Martin said he would like for Council to have available to them a form to write down requests/concerns when they are received or as Council members see things which need to be brought to the City's attention.

EXECUTIVE SESSION -

Graham advised that an executive session is need to discuss two contractual matters.

Motion: Alford made a motion, seconded by Timbes to enter into executive session. **Vote:** Unanimous. Motion carried.

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

Motion: Chestnut made a motion, seconded by Timbes to renew the County Fire Contract at the same amount as the current year contract, \$165,000. The contract is for one year. **Vote:** Unanimous. Motion carried.

ADJOURNMENT -

Motion: Koon made a motion, seconded by Chestnut to adjourn the meeting. **Vote:** Unanimous. Motion carried. Meeting adjourned.

Minutes approved by City Council this _____ day of _____, 2007.

Linda K. Vereen, Interim City Clerk