

**MINUTES OF MEETING
CONWAY CITY COUNCIL
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET
CONWAY, SOUTH CAROLINA
TUESDAY – JANUARY 22, 2013 – 5:30 p.m.**

PRESENT: Mayor Alys C. Lawson, Mayor Pro Tem Irby L. Koon, and Council Members Thomas J. Anderson II, Barbara Blain-Olds, William M. Goldfinch IV, Jean M. Timbes and Larry A. White

STAFF: Bill Graham, City Administrator; Michael Hardee, Finance Director; Billy Joe Sawyer, Building Official; Foster Hughes, Parks, Recreation and Tourism Director; Reggie Gosnell, Police Chief; Jerry Barnhill, Public Works Director, Freddie DuBose, Public Utilities Director; Rick Baker, Fire Chief; Michael Leinwand, Planning Director; and Vicky Lefler, City Clerk

OTHERS IN ATTENDANCE: Kathy Ropp, Rev. Larry Deeds, Hillary Howard, Sha-Ron Jones, Herbert Brown, Jr., and others

CALL TO ORDER: Mayor Lawson called the meeting to order.

INVOCATION/PLEDGE OF ALLEGIANCE: Mayor Lawson recognized Rev. Larry Deeds of Bethany Bible Chapel who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

APPROVAL OF AGENDA: Mayor Lawson asked that the agenda be amended to remove consideration of bids for the next phase of the underground wiring conversion project (Elm Street between 2nd and 5th Avenues). **Motion:** Blain-Olds made a motion, seconded by Koon, to approve the agenda contents as amended. **Vote:** Unanimous. Motion carried.

APPROVAL OF CONSENT AGENDA: City Council minutes – January 7, 2013. Motion: Koon made a motion, seconded by Goldfinch, to approve the consent agenda. **Vote:** Unanimous. Motion carried.

SPECIAL PRESENTATIONS:

- A. Presentation of resolution to Arnold Spain in honor of his retirement.** Spain retired from employment with the City Fire Department in October, 2012. Council Member Timbes made the presentation on behalf of Council.
- B. Special presentation by Billy's Boys, Inc.** Council Member William Goldfinch, who serves as President of this group, gave an overview of the activities supported by this local, nonprofit organization. He presented a check in the amount of \$4,000 from Billy's Boys, Inc., to the Conway Recreation Center, in care of Foster Hughes, to be used for special programs as they relate to needy children. Members of the Board for Billy's Boys, Inc., who were present and were recognized were Pat Henry, Wren McMeekin, Billy Dillard, Davis Inabnit, David Jordan, Robert Hucks, and Jeff Glasgow. Mayor Lawson expressed appreciation to the group for the contribution as well as their works in the community.

- C. 2012 City of Conway Audit Report.** Bob Calliham of Smith Sapp Bookout & Calliham presented results of the 2012 City of Conway audit which included a clean opinion on the City's financial statements. No material weaknesses or noncompliance issues were noted and no significant audit findings were reported. Ms. Sharon Proctor accompanied Mr. Calliham.
- D. Report from Conway Downtown Alive.** Hillary Howard gave a mid-year report on marketing and promotional activities provided through Conway Downtown Alive's contract with the City.
- E. Employee of the Month Award for December** was presented to Fire Department Captain Nate Nelson. Nelson was commended by City Council for having been selected as the recipient of this award. The City Administrator, accompanied by the Fire Chief, made the presentation.

ORDINANCE FOR FINAL READING: Final reading of Ordinance #ZA2013-01-07 (A) Accepting the petition of Floyd and Walt Smith to rezone approximately 3.9 acres of two parcels of property located at 2200 Main Street (TMS# 123-00-02-102) and 2210 Main Street (TMS# 123-00-02-101) from Low Density Residential (R-1) to Light Industrial (LI) and Highway Commercial (HC). First reading was approved at the January 7, 2013, meeting. Staff recommended final reading approval. **Motion:** Goldfinch made a motion, seconded by Timbes, to approve final reading of Ordinance #ZA2013-01-07 (A). **Discussion:** Blain-Olds expressed concerns about the HC rezoning without a specific plan in place for the property and also the impact that the uses allowed by the rezoning, particularly the restricted uses, could have on the adjacent residential neighborhood. **Vote:** Blain-Olds voted in the negative; all others voted in the affirmative. Motion carried.

ORDINANCE FOR FINAL READING AND REPORT FROM CITY ADMINISTRATOR ON BIDS FOR PURCHASE OF REVENUE AND REFUNDING REVENUE BOND, SERIES 2013

- A. Final reading of First Supplemental Ordinance #2013-01-07 (B) Authorizing the issuance and sale of a not to exceed \$3,175,000 Revenue and Refunding Revenue Bond, Series 2013, or such other Appropriate Series Designation, of the City of Conway, South Carolina.** Graham reported the bond authorized by this ordinance will be part of the funding package for the City's new Public Safety building. First reading was approved at the December 3, 2012, meeting. Staff recommended final reading approval. **Motion:** Goldfinch made a motion, seconded by Blain-Olds, to approve final reading of First Supplemental Ordinance #2013-01-07 (B). **Vote:** Unanimous. Motion carried.
- B. Report from City Administrator on bids for purchase of City's Revenue and Refunding Revenue Bond, Series 2013.** Staff recommended the acceptance of the low bid of 2.25% which was provided by BB&T. This bid yields a total interest cost of \$472,082.48 and includes an underwriting fee of \$1,250 for a total cost of \$473,332.48. Bids were based on a 12 year term. **Motion:** Timbes made a motion, seconded by Blain-Olds, to accept the low bid as recommended by staff. **Vote:** Unanimous. Motion carried.

PUBLIC HEARING/CONSIDERATION: Proposed projects for Year 6 of the HUD/

CDBG Entitlement Grant (2013-2014). Council discussed this issue at its meeting on January 7th. Staff recommended approval of the following projects for Year 6 of the HUD/CDBG Entitlement Grant: Jail Diversion and Reentry Program (\$13,000); Sidewalk and Drainage Projects – Whittemore and Brown Street (\$95,000) and additional costs associated with the GSATS project in the Darden Terrace Area (\$69,410.80); Home Repair Program (\$100,000); and Administrative Costs (\$2,476.20) for a total of \$279,887. **Public Hearing:** There was no comment from the public. **Motion:** Anderson made a motion, seconded by White, to approve the Year 6 projects for the HUD/CDBG Entitlement Grant as presented. **Vote:** Unanimous. Motion carried.

ITEMS FOR CONSIDERATION:

- A. **Acceptance of proposal to conduct a Downtown Market Analysis.** Funds are available for this study from the Council Contingency allocation in the FY 2012-13 Hospitality Fee Fund. Staff recommended acceptance of the low bid. **Motion:** Anderson made a motion, seconded by Koon, to accept the low bid of Arnett Muldrow to conduct the Downtown Market Analysis for \$8,500 plus travel expenses billed at cost, not to exceed \$1,200, as recommended by staff. **Discussion:** In response to an inquiry from Blain-Olds, Graham advised this study would determine retail marketing opportunities in the downtown area as well as develop strategies to recruit and retain new businesses. It would coordinate with the hotel feasibility study and involve other stakeholders such as the Chamber of Commerce, Conway Downtown Alive, Coastal Carolina University, downtown property owners, etc. **Vote:** Unanimous. Motion carried.
- B. **Acceptance of proposal to conduct a Downtown Hotel Study.** Funds are also available for this study from the Council Contingency allocation in the FY 2012-13 Hospitality Fee Fund. Staff recommended acceptance of the low bid. **Motion:** Goldfinch made a motion, seconded by Koon, to accept the low bid of KPF Consulting to conduct a Downtown Hotel Study for \$14,000 plus travel expenses billed at cost, not to exceed \$1,400, as recommended by staff. **Vote:** Unanimous. Motion carried.
- C. **Acceptance of low bid to relocate gravity sewer at Cherry Hill Missionary Baptist Church.** The City currently has a gravity sewer line that extends across the property of Cherry Hill Missionary Baptist Church that was installed in 1976 after the original sanctuary was built. The line was put in a location to avoid the old Church building. The original sanctuary has now been torn down and the church plans to move ahead soon with construction of its new sanctuary. The location of the new structure will be in conflict with the existing gravity sewer line. The existing sewer needs to be moved and relocated between the existing sidewalk and in the setbacks of the new Sanctuary. When this issue was first brought to the City's attention in 1994, the City agreed to relocate the gravity line at the City's expense and to fill the old line with flowable fill cement. Dr. James Cokley, Pastor of Cherry Hill Missionary Baptist Church, recently advised that the City needs to move forward with this work and the Church has agreed to provide the necessary easement and hold harmless agreement. Staff recommended that Council accept the low bid of \$21,110 received from Lawrimore Construction for relocation of the gravity sewer line. When relocation construction is complete, City crews will handle the filling of the old line at an estimated cost of \$1,000 for material and pumping cost. **Motion:** Blain-Olds made a motion, seconded by Anderson, to approve staff's recommendation. **Vote:** Unanimous. Motion carried.

- D. **Request from Coastal Carolina Fire Safety Division to lease office space in Fire Station #3.** Staff recommended that Council authorize the City Administrator to execute an annual lease agreement with CCU for the use of two office spaces in Fire Station #3 by the CCU Fire Safety Division on the basis of \$1.00 per year. Staff further recommended that the lease agreement allow automatic annual renewal with the provision of 90 days written notice of termination by either party. **Motion:** Koon made a motion, seconded by White, to authorize the City Administrator to execute a lease agreement with CCU for office space in Fire Station #3 as recommended by staff. **Vote:** Unanimous. Motion carried.

ITEM FOR INFORMATION: Report from Police Department on recent homicides and planned community activities. Chief Gosnell gave a progress report on police investigations of recent homicides in the City. He also reported on police actions taken in response to these events including a Candlelight Vigil planned for January 24th, and other community outreach activities.

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

WORKSHOP ITEMS:

- A. **Update on RiverRead.** Blain-Olds gave a progress report on plans for this event which is scheduled for April 20th, 10:00 am to 1:00 pm, Riverfront Park. There was discussion on partnerships and a possible memento of the event for the City of Conway. Opportunities for Council's participation in the event were also discussed. **Outcome:** Blain-Olds will share more information as plans are finalized.
- B. **Discussion on process for Downtown Market Analysis and Downtown Hotel Study.** Graham reviewed the process for these studies which will be conducted simultaneously and will be coordinated as much as possible. The project will begin with a 2½ day work session and a ten week time frame is estimated for completion. Graham suggested that a steering committee be appointed to oversee the project and shared a list of ten groups for possible representation on the committee. **Outcome:** Council agreed to discuss appointments to the steering committee in executive session.
- C. **Discussion regarding the possibility of making Lewis Street between 2nd and 3rd Avenues a two-way street.** Graham reported that Chief Gosnell and Jerry Barnhill evaluated this proposal and found it would be feasible with certain parking adjustments: Street parking on the south side of Lewis Street would be prohibited and one parking space on the northeast corner of the intersection of Lewis Street and 3rd Avenue would be eliminated. The property owners along Lewis Street between 2nd and 3rd Avenues support the change to two-way traffic. **Outcome:** It was the consensus of Council to place this item on the agenda for the next meeting.

EXECUTIVE SESSION: Motion: Anderson made a motion, seconded by Koon, to enter into executive session to consider appointments to City boards, committees and commissions. **Vote:** Unanimous. Motion carried.

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

Consideration of appointments. Motion: Blain-Olds made a motion, seconded by Timbes, to approve the appointments as listed below. **Vote:** Unanimous. Motion carried.

Accommodations Tax Advisory Committee: Reappointed Rein Mungo and Cyndi Smith to three year terms expiring December 31, 2015.

Bike, Hike and Paddle Committee: Reappointed Marshall Brown and appointed Jennifer Parker and Hamp Shuping to three year terms expiring December 31, 2015.

Community Appearance Board: Reappointed Danny Clonts to a four year term expiring December 31, 2016.

Construction Board of Appeals: Reappointed Roy Owens to a three year term expiring December 31, 2015.

Lakeside Cemetery Committee: Reappointed Robert Scarborough and Fran Burroughs to three year terms expiring December 31, 2015.

Planning Commission: Reappointed David Jordan and Chris Guidera to three year terms expiring December 31, 2015.

Recreation Advisory Commission: Reappointed Nancy Burroughs to a three year term expiring December 31, 2015.

Rose Hill Memorial Gardens Committee: Reappointed Levern Hill, Joe Ann McKnight, and Joseph Smalls to three year terms expiring December 31, 2015.

Tennis Advisory Committee: Reappointed Ellen Vaught to a five year term expiring December 31, 2017.

Local Board of Trustees for Firemen’s Insurance and Inspection Fund (1%): Council Member Tom Anderson

Steering Committee for Downtown Marketing and Hotel Studies: City Council Members, Conway Downtown Alive – Hillary Howard, Conway Chamber of Commerce – Kelli James, Myrtle Beach Regional Economic Development Corporation – Brad Lofton (or his designee), Conway Farmers Market – Blake Lanford, Downtown Property Owners – Sam Abrams, Downtown Merchants – Tracy Pickens, and Coastal Carolina University – Dr. David DeCenzo (or his designee).

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

APPROVAL OF MINUTES: Minutes approved by City Council this 4th day of February, 2013.

Vicky Lefler
Vicky Lefler, City Clerk