

**MINUTES OF MEETING
CONWAY CITY COUNCIL
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET
CONWAY, SOUTH CAROLINA
MONDAY – OCTOBER 7, 2013 – 5:30 p.m.**

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

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; Freddie DuBose, Public Utilities Director; Rick Baker, Fire Chief; Michael Leinwand, Planning Director; Cindi Howard, Human Resources Director; and Linda Vereen, Acting City Clerk

OTHERS IN ATTENDANCE: Kathy Ropp, Representative Mike Ryhal, Tyler Altman, Steven Fitch, Sallie Goldfinch and others

CALL TO ORDER: Mayor Lawson called the meeting to order and recognized Representative Mike Ryhal. She also thanked Councilman Larry White for his initiative in having the pink ribbons available in recognition of October being breast cancer month.

INVOCATION/PLEDGE OF ALLEGIANCE: Chaplain Tony Martin of the City Fire Department gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

APPROVAL OF AGENDA: Motion: Koon made a motion, seconded by Goldfinch, to approve the agenda contents. **Vote:** Unanimous. Motion carried.

APPROVAL OF CONSENT AGENDA:

A. Final reading of Ordinance #ZA2013-10-07 (A) Accepting the petition by Cohn & Cohn Investments LLC to annex two parcels, totaling approximately 2.39 acres, located at 770 Century Circle (TMS# 151-00-04-194 and TMS# 151-00-04-195) and to rezone the property Light Industrial (LI) upon annexation.

B. City Council minutes – September 16, 2013

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

PUBLIC INPUT: None.

SPECIAL PRESENTATIONS:

A. Special Event Requests.

1. Conway High School Homecoming Parade – Principal Steven Fitch and Sallie Goldfinch of Conway High School requested a special event permit for the Homecoming Parade which is scheduled to take place on Friday, October 25, 2013. The parade will start at Elm Street and Marina Drive, continue up Elm Street and end at Conway Middle School. The parade lineup should start around 2:00 p.m. at Marina Drive and Elm Street with a start time between 3:45 p.m. and 4:00 p.m. The parade should conclude around 4:30 p.m. Services provided by the City can be absorbed through the City's Operating Budget. Principal Fitch distributed to each Council member a Conway Tiger baseball cap. **Motion:** Anderson made a motion, seconded by Timbes, to approve the special event request as recommended by City staff. **Vote:** Unanimous. Motion carried.

2. Rivertown Reindeer Race – For the fifth year in a row, the American Red Cross is requesting a Special Event Permit for the Rivertown Reindeer Race to be held in Downtown Conway and in the Riverfront Park area. The event will not prevent the use of the Riverfront Park by the public. The 5K race is to take place on Saturday, December 7, 2013 starting at 8:00 a.m. Event setup will begin at 6:30 a.m. with cleanup being completed by noon. The applicant estimates 250-300 people to participate in the event. The purpose of the Reindeer Race is to raise funds for disaster relief. It was noted that the City received one complaint from last year's race. The Police Department believes it can eliminate the concern noted in the complaint. Residents along the race route will be notified in advance to provide information about the race. **Motion:** Goldfinch made a motion, seconded by Anderson, to approve the special event as requested and recommended by City staff. **Vote:** Unanimous. Motion carried.

3. Proposed Groundbreaking Ceremony for the Public Safety Building – The City Administrator asked Council if the date of October 29, 2013 would be ok for the groundbreaking ceremony for the Public Safety Building. The time was set at 9:30 a.m. Mr. Graham noted that all the live oak trees on the property can be saved with the exception of one very small live oak tree. Council confirmed the date and time of the ceremony.

B. Employee Longevity Awards - Freddie DuBose accepted the longevity check for Michael Brazier who was unable to attend the meeting. Chief Gosnell received the longevity check for Josh Scott who was also unable to attend the meeting. Those in attendance receiving longevity checks and recognition were Chris Jones of the Police Department and Larry Bell of the Public Utilities Department. The presentations were made by Council Member Goldfinch and the City Administrator.

C. Employee of the Month Award for August was presented to Captain Brent Green, Sgt. Ryan Clyde and Firefighter Charles Thomas of the Conway Fire Department. The presentation was made by the City Administrator. Mr. Graham said these three men went above and beyond the call of duty in their efforts to save a fire victim. The three men were given a standing ovation by City Council and all others in attendance at the meeting.

(Councilmember Blain-Olds arrived at the meeting)

PUBLIC HEARING AND ORDINANCE FOR FIRST READING:

- A. Public hearing and first reading of Ordinance #ZA2013-10-21 (A) accepting the petition by Cohn & Cohn Investments LLC to annex one parcel, totaling approximately 3.0 acres, located between East Cox Ferry Road and Daytona Street (TMS# 151-00-04-045) and to rezone the property Heavy Industrial (HI) upon annexation.** Leinwand advised Council that the property owner has no immediate plans for development. However, the property owner has indicated he would like to annex into the City of Conway in the event development occurs in the future. The City's public water services are located along East Cox Ferry Road and Daytona Street. The adjacent properties to the west are in the Conway City Limits, and they are zoned HI. Based on the recommendation of the *Comprehensive Plan*, staff recommends the public hearing and first reading to approve the annexation and HI rezoning requests by Cohn & Cohn Investments LLC of parcel (TMS# 151-00-04-045) **Public Hearing:** There was no comment from the public. **Motion:** Goldfinch made a motion, seconded by White, to approved first reading of Ordinance #ZA2013-10-21 (A). **Vote:** Unanimous. Motion carried.

ORDINANCES FOR FIRST READING:

- A. First reading of Ordinance #ZA2013-10-21 (B) accepting the petition by Michael Loucro to annex one parcel, totaling approximately 0.28 acres, located at 5102 Presbyterian Drive (TMS #151-18-06-002) and to rezone the property Low Density Residential (R-1) upon annexation.** This property recently changed ownership; therefore, the City of Conway can require annexation before the water account is changed. The property includes a house, and it is served by City water. The subject property is contiguous to the current municipal limits of Conway. Staff recommends conducting the first reading and accepting the request by Michael Loucro to annex one parcel, totaling approximately 0.28 acres, located at 5102 Presbyterian Drive (TMS# 151-18-06-002) and to rezone the property Low Density Residential (R-1) upon annexation. **Motion:** Blain-Olds made a motion, seconded by Timbes, to approve first reading of Ordinance #ZA2013-10-21 (B). **Vote:** Unanimous. Motion carried.
- B. Ordinance #2013-10-21 (C) Establishing a Baby Memorial Garden Section in Rose Hill Cemetery and establishing the fees for the Baby Memorial Garden Section; and amending the fee for a Certificate of Interment in the remaining portions of the cemetery excluding the Pauper Section by amending Title 3, Chapter 3, Article B, Section 3-3-13 to add Subsection (i) defining Baby Memorial Garden Section; by adding Subsection (f) to Section 3-3-14 Ownership; and amending Sections 3-3-21 (a) and (c) Rose Hill Memorial Gardens Regulations in the Code of Ordinances.** The Rose Hill Memorial Gardens Committee has recommended that a Baby Memorial Garden Section be included within the Rose Hill Cemetery. Guidelines and fees were recommended for the Baby Memorial Garden. Additionally, increased interment fees were recommended for the cemetery, along with recommendations regarding distribution of a portion of the interment fee to the Rose Hill Memorial Gardens restricted fund. City Council reviewed and discussed the recommendations in a workshop at the September 16, 2013 City Council meeting. Based on guidance received from Council at the workshop Ordinance #2013-10-21 (C) was drafted

and staff recommends first reading at this Council meeting. Since the ordinance is establishing and adjusting fees, a public hearing is required before City Council can consider final reading. With Council's approval, a public hearing and final reading of Ordinance #2013-10-21 (C) can be held at the November 4, 2013 regular City Council meeting. **Motion:** Anderson made a motion, seconded by White, to approve first reading of Ordinance #2013-10-21 (C) with the public hearing and final reading being considered on November 4, 2013. Council agreed for the name of the Baby Memorial Garden to be changed if this is recommended by the cemetery committee at its next meeting. **Vote:** Unanimous. Motion carried.

ITEMS FOR CONSIDERATION:

- A. Consideration of a financial contribution by the City toward the estimated construction cost of the proposed roundabout at the intersection of Singleton Ridge Road and Technology Boulevard.** On June 17th, 2013, City Council approved the preliminary design and funding plan for the proposed roundabout at the intersection of Singleton Ridge Road and Technology Boulevard. At that time, City Council also agreed to request the County Transportation Committee (CTC) to provide \$505,000 in funding to complete the funding package for this project. Previously, funding in the amount of \$765,000 from GSATS and \$500,000 in federal highway safety funds through SCDPT had been approved to assist in funding the project, which has an estimated cost of \$1.77M. On September 10th, CTC approved the requested contribution of up to \$505,000 along with a request that contributions toward the project, reducing CTC's commitment, be solicited from other entities that would benefit from the roundabout, such as the City of Conway, Horry Georgetown Technical College (HGTC), Coastal Carolina University (CCU), and Conway Medical Center (CMC). Neyle Wilson, President of HGTC, has taken the lead on securing commitments from other agencies, and he has received commitments of \$25,000 each from the following: HGTC, CCU, and CMC. Staff is recommending that City Council consider contributing \$25,000 of City funds to assist with the project. It is the understanding of staff, that if approved, these funds would not be needed until the spring of 2015, which would allow the City to allocate funds for the project in next year's budget (FY 2014-2015). **Motion:** Timbes made a motion, seconded by Koon, for the City to contribute \$25,000 toward the project. **Vote:** Unanimous. Motion carried. Mayor Lawson stated the present intersection is one of the worst intersections we have and the roundabout will be a great improvement. Mayor Lawson asked that the Administrator share the City's appreciation for the funding commitments by the other three entities (HGTC, CCU, and CMC)
- B. Waccamaw Interpretive Project and Improvements to Kayak Launch.** Staci Williams and American Rivers are requesting the installation of Waccamaw River interpretive information. The information includes an interpretive sign panel, concrete picnic table, and Carolina fence garden with native plant species. The recommended location for this project would be inside SCDOT Right-of-Way near the Lower River Warehouse and Riverwalk. A SCDOT Encroachment Permit has been issued for this project. The total cost of the project is approximately \$7,000, and the materials and labor would be at no cost to the City of Conway. American Rivers has a donor, Altria, funding the proposed project. The donor is also providing funding for directional signage at strategic locations along the Waccamaw River where paddlers may get confused. The project should begin and be completed in November, 2013. Additionally, Staci Williams would like to improve the existing kayak launch area near the Riverwalk using funding from the Waccamaw River interpretive

information project. Plans include adding concrete aggregate and rocks to stabilize the landing. The concrete aggregate would settle and become more structurally solid so it should be more sustainable than the sand application currently being used. The larger rocks would be placed to slope into the water, similar to a concrete landing to make entry into the river by kayak easier. A fence garden with native plants is also included in the planned improvements. Councilman Koon advised staff that he has many plants that he would be willing to donate for the garden if someone would be willing to dig them up. Conway City Council endorsed these improvements during a workshop session on September 16, 2013. The Community Appearance Board (CAB) granted approval at their meeting on September 25, 2013. Staff recommends approving the Waccamaw interpretive project and improvements to the kayak launch. **Motion:** Koon made a motion, seconded by White, to approve the Waccamaw interpretive project and improvements to the kayak launch as presented. **Vote:** Unanimous. Motion carried.

- C. Update on Crime Prevention Efforts** – Chief Gosnell advised Council that the Police Department has stepped up its visibility and enforcement efforts in specifically identified “hot spot” areas within patrol sector C which accounts for upward of 44% of all calls for service city-wide. Increased efforts are currently ongoing in the Taylor Square, Huckabee Heights, and 9th Avenue areas. Additionally, a meeting was held on September 23, 2013, with US Attorney Bill Nettles who has agreed to assist with developing a suitable program for Conway. The program would be modeled after the very successful crime prevention initiative born in High Point, NC and adopted, most recently, in North Charleston and in Aiken. An initial meeting with community stakeholders is scheduled for Tuesday, November 12th. The Police Department will make every effort to ensure all community stakeholders are notified. Chief Gosnell indicated that city-wide, the community watch program continues to expand in both the number of watches and members. The first Neighbors on Watch (NOW) crime watch is in operation and will begin its first neighborhood patrol on Tuesday, October 8. Training dates are being scheduled for the members of Ivey Glenn and the Lakes @ Wildwing crime watches to implement the NOW program in their communities. Cabs on Watch (COW) came on line late last month and the Workers on Watch (WOW) crime briefings are conducted bi-monthly with the City’s Public Works and Public Utilities personnel. This item presented for information only, no action required.
- D. Replacement of Vehicle for Solid Waste Department** – The Solid Waste Department has funds budgeted for the replacement of the Solid Waste Superintendent’s 2005 Chevrolet pickup truck. The budgeted amount for the replacement vehicle is \$20,000. Per the City’s specifications, Conway Ford submitted the low bid in the amount of \$20,584.00 including tax. Staff recommends accepting the low bid. **Motion:** Goldfinch made a motion, seconded by Anderson, to accept the low bid of \$20,584.00 from Conway Ford for the purchase of a replacement vehicle for the Solid Waste Superintendent. **Vote:** Unanimous. Motion carried.
- E. Portable Traffic Control Board Purchase** – On March 12, 2013, the CTC approved matching funds, not to exceed the amount of \$8,000, for the purchase of a portable traffic control board to be used for City projects and special events. Eight bids were received with Protection Services, Inc. submitting the low bid in the amount of \$14,580.00. Staff recommends Council approve the purchase of a portable traffic control board from Protection Services, Inc. in the amount of \$14,580.00 with CTC funding 50% of the total cost and the City funding the remaining 50% or \$7,290.00 each. **Motion:** Blain-Olds made a motion, seconded by White, to accept the bid from Protection Services, Inc. based on staff’s

recommendation. **Vote:** Unanimous. Motion carried.

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

APPROVAL OF MINUTES: Minutes approved by City Council this 21st day of October, 2013.

Vicky Lefler
Vicky Lefler, City Clerk