

CITY HALL COUNCIL CHAMBERS  
229 MAIN STREET  
CONWAY, SOUTH CAROLINA  
MONDAY, DECEMBER 7, 2015 – 5:30 PM

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

**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; Foster Hughes, Parks, Recreation, and Tourism Director; Billy Joe Sawyer, Building Official; Lynn Smith, Human Resource Director; Allison Williams, Finance Director; and Debbie F. Smith, City Clerk

**OTHERS IN ATTENDANCE:** Egerton Burroughs, Kathy Ropp, Charles Perry, and others

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

**INVOCATION/PLEDGE OF ALLEGIANCE:** Mayor Lawson recognized Rev. Kyle Randle of First United Methodist Church who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

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

**APPROVAL OF CONSENT AGENDA:** **City Council Minutes – November 2, 2015.** Motion: Timbes made a motion, seconded by Blain-Bellamy, to approve the consent agenda. Vote: Unanimous. Motion carried.

**PUBLIC INPUT:** **Johnny Vaught** expressed his concerns about the proposed Singleton Ridge Roundabout Project. He offered suggestions for a less expensive alternative configuration for that intersection which would include a right-hand turn lane onto U S Highway 501 and making Finlayson Boulevard a one-way street. He commented that future plans call for the widening of Singleton Ridge Road which would make the roundabout a nonviable project.

There was no further input from the public.

**SPECIAL PRESENTATIONS:**

**A. Special presentation by County Councilman Johnny Vaught, District 8.** County Councilman Johnny Vaught presented a check to the City in the amount of \$52,185 from Horry County Council to be used for recreational purposes. Mayor Lawson accepted the check and expressed appreciation on behalf of the City and Council.

- B. 2015 Christmas Card Contest Winner – Jose Cruz Prieto, Waccamaw Elementary School student.** Jose Cruz Prieto was recognized as the artist of the 2015 Christmas card for the City of Conway. A student at Waccamaw Elementary School, he is the ten-year-old son of Jose Luis and Laura Cruz-Prieto. On behalf of Council, Mayor Lawson presented Jose a gift certificate and a framed edition of his Christmas card.
- C. Update on acquisition of conservation properties and grant funding.** Maria Whitehead of the Nature Conservancy announced that the Nature Conservancy hopes to close on the 494-acre tract adjacent to the City of Conway on Highway 501 Business before the end of 2015. The property consists of two parcels that will be combined and re-divided. Title to the southern half will be transferred to the US Fish and Wildlife Service with the property becoming part of the Waccamaw National Wildlife Refuge. Title to the northern portion will be transferred to the City of Conway. Whitehead noted that the City of Conway was recently selected as the recipient of a \$100,000 grant through the Duke Energy Water Resource Fund that will directly benefit this initiative. Approximately \$40,000 of the Duke grant will fund a portion of the purchase price and the remaining \$60,000 of the grant will fund property stewardship needs and planning for public use. In addition to the Duke grant, other sources of funding that will be used to purchase the properties include the Grissom Parkway Mitigation Fund, the Historic Rice Fields Association, and the North American Wetlands Conservation Act Program.
- D. Presentation of 2014 Quattlebaum Award winners.** Congratulations and commendations were extended by Council to recipients of the awards for 2014 as listed below. Winners were introduced by Adam Emrick and awards were presented by Mayor Lawson on behalf of Council.

Restoration of a Home: Jose & Bonner Guidera – 211 Park Avenue

New Construction of a Home: Forrest & Katherine Beverly – 2510 Graham Road

New Construction of Non-Residential Building: (1) Wendy's – 701 Church Street and (2) Fountain of Life multi-purpose facility – 3065 Fourth Avenue

Outstanding Restoration of Non-Residential Building: Petsense – 2803 Church Street

Outstanding Sign Project: CCU Hackler Course Signage – University Boulevard

Interior Design Effort: Barbara Calhoun – 1521 Stilley Circle

Landscape Project: There were no nominations in this category.

Contribution to Quality Development, Restoration, Landscape or Design by an Organization or Individual: Planet Fitness – 2300 Church Street

- E. Update on riverfront development.** Egerton Burroughs, President of Burroughs Company, updated Council on the warehouse properties. He thanked the City for its assistance with planning parking needs for the new Bonfire Restaurant. Burroughs noted that negotiations are underway for the Peanut Warehouse and requested the City's continued help and cooperation with prospective tenants. He commented that Burroughs Company is working with the new railroad company on resolving issues pertaining to the railroad spur before any hotel marketing efforts can begin and he asked the City to assist in obtaining possession of the railroad spur should that become necessary. Another issue to be addressed is access in and out of the proposed hotel and restaurant area. Should the Riverwalk or the walkway along the river ever be extended, Burroughs suggested the City consider a pedestrian bridge and floating docks.

**F. Employee of the Month Award for October** were presented to co-winners Detective Mark Bobbitt, Police Department, and Anthony Rabon, GIS Coordinator, Planning Department. Rabon was unable to attend. The presentations were made by the City Administrator and Council Member Goldfinch.

**G. Employee Longevity Awards** were presented to Jamie Elliott and Chris Weatherford, Public Utilities Department, 10 years, and Timmy Williams, Beautification Department, 15 years. The presentations were made by the City Administrator and Council Member Goldfinch.

Council Member White arrived at the meeting during the next item of business (6:15 p.m.)

**PUBLIC HEARING AND ORDINANCE FOR FIRST READING: Public hearing and first reading of Ordinance #ZA2016-01-04 (A) Accepting the petition of Ridgeway Capital LLC and the McNair Law Firm PA on behalf of Virginia Buck, Susan Ryan, and Laurie Hooks to rezone approximately 2.15 acres of property located at the corner of 16<sup>th</sup> Avenue and Church Street in the Buckwood Subdivision (TMS 123-13-06-004/PIN 33811040001, TMS 123-13-06-005/PIN 33811040002, TMS 123-13-06-006/PIN 33811040003, TMS 123-13-06-007/PIN 33811040004, TMS 123-13-06-008/PIN 33811040005, and TMS 123-13-06-009/PIN 33811040006) from existing Low Density Residential (R-1) to Highway Commercial (HC).** Emrick reported that the subject property, located at the corner of 16<sup>th</sup> Avenue and Church Street, is currently zoned Low Density Residential and is made up of six parcels included in the Buckwood Subdivision. The majority of the lots in the Buckwood Subdivision were restricted to residential uses when developed; however, five of the six subject lots were specifically exempted from such restrictions. The property owners have requested to rezone the parcels from R-1 to HC to accommodate commercial development. Emrick noted the other three sides of that intersection is zoned Highway Commercial and those corners are occupied by a chain drugstore, fast food restaurants, and a former gas station. The *Comprehensive Plan* identifies the parcels as Mixed Use; given existing land uses and zoning designations surrounding the subject parcel. Emrick stated that Highway Commercial may provide a better mix of uses than the existing R-1 zoning designation. The Planning Commission unanimously approved the rezoning at its September 3, 2015 meeting. Staff recommended first reading approval of Ordinance #ZA2016-01-04 (A). **Public Hearing:** **Doug James**, owner of property located behind the subject property, spoke in opposition of the rezoning for fear of decrease in property value. **Cynthia Tarris** spoke in opposition of the rezoning request stating it would have a negative impact on the neighborhood. **Attorney Lynn Stevens** provided Council with a copy of the subdivision plat, the covenants and restrictions of the community, a letter in favor of the rezoning request from the property owners of lot 2, and a conceptual plan for the property. **Liz Gillian** spoke in favor of the rezoning with the exception of lot 6; but she recommended that the City have in place strong regulations to control light and traffic. The following persons spoke in opposition to the requested rezoning: **Dave Heafner, Joy Graham, and Patsy Smith.** There being no further input, Mayor Lawson closed the Public Hearing. **Motion:** Alford made a motion, seconded by Goldfinch, to approve first reading of Ordinance #ZA2016-01-04 (A). **Vote:** Blain-Bellamy voted in the negative, all others voted in the affirmative. Motion carried.

**RESOLUTION: Authorizing the acceptance of a letter of credit from King Construction Services, Inc., guaranteeing the installation of infrastructure in Phase I of Oak Glen Subdivision.** The Planning Commission approved Phase I of the Oak Glen Subdivision at its meeting on June 4, 2015. Oak Glen Phase I will require infrastructure which has been approved by staff (final roadway improvements including curbing, water system improvements, sewer system improvements, open space, sidewalks on both sides of the street, street trees, and ADA-compliant ramps). In the event these requirements cannot be met prior to the recording of the final plat, financial surety in the form of cash, cashier's check or irrevocable letter of credit will be required to equal 125% of the cost of construction. The cost estimate for these improvements is \$336,800, which would require a letter of credit in the amount of \$421,000 (125% of the cost estimate). Once the letter of credit has been accepted by the City, the Oak Glen Phase I final plat may be recorded and building permits issued. Staff recommended adoption of the resolution. **Motion:** Alford made a motion, seconded by Timbes, to adopt the resolution as recommended by staff. **Vote:** Unanimous. Motion carried.

#### **ITEMS FOR CONSIDERATION:**

- A. Authorization to apply for US Justice Assistance Competitive Grant.** Staff requested permission to apply for a JAG Competitive Grant to fund the purchase of a new Meggitt Firearms Training Simulator. The total amount of the grant request is \$81,423 that requires a 10% match (\$8,142) by the City. If the grant is awarded, the matching funds will be included in the Police Department's proposed FY 2016-17 Budget. **Motion:** Blain-Bellamy made a motion, seconded by Anderson, to authorize staff to apply for the 2016 JAG Competitive Grant. **Vote:** Unanimous. Motion carried.
- B. Proposal to upgrade P-25 800 MHz radios for Police and Fire Departments.** The Federal Communications Commission has mandated that all public safety agencies utilizing the 800 MHz Band are to fully convert from analog to digital by December 2016. The Police Department has 16 radios that can be "flushed" with new software and upgraded to full digital capabilities at a significant savings along with 12 additional radios that only need programming to be updated. The cost of the upgrade for the 28 radios is \$21,469.64 and can be covered entirely by the Police Department's allotted Radio User Fees as these fees have been deferred until late 2016. The Fire Department has 45 radios that can be "flushed;" however, the amount that the Fire Department has budgeted for Radio User Fees will cover the upgrade of only 22 of the radios at a cost of \$25,070.10. Funds will be requested in the Fire Department's FY 2016-17 budget to cover the cost of upgrading the remaining analog radios in the Fire Department. Staff recommended approval of the expenditure of \$21,469.64 (Police Department) and \$25,070.10 (Fire Department) from funds budgeted for Radio User Fees for the radio upgrades as outlined. **Motion:** Anderson made a motion, seconded by White, to approve staff's recommendation. **Vote:** Unanimous. Motion carried.
- C. Partnership Agreement with Shoreline Behavioral Health Services for participation in Community Action for a Safer Tomorrow program.** Gosnell presented a proposed agreement for Conway Police Department's participation in the "Community Action and Safe Tomorrow" (CAST), a program that addresses underage drinking and DUI-related vehicles crashes. Participating law enforcement agencies will provide an off-duty officer who will

participate in alcohol related enforcement activities and the participating agency will be reimbursed for the officer's overtime at a rate of \$35 per hour. This program will expire on September 30, 2020, or when funding is depleted, whichever comes first. Staff recommended that Council approve the partnership agreement with Shoreline Behavioral Health Services and authorize the Police Chief to execute the necessary document. **Motion:** Anderson made a motion, seconded by White, to approve staff's recommendation as presented. **Vote:** Unanimous. Motion carried.

**D. Temporary closure of portions of Technology Boulevard and Finlayson Boulevard during construction of the Singleton Ridge roundabout.** Emrick reported that the Singleton Ridge Roundabout Project was originally budgeted at \$765,000, but unexpected right-of-way acquisition and utility relocation issues increased the budget to \$1,360,000. Only one bid (\$2,464,025.65) was received at the October 13, 2015 contract letting for this project and it has been rejected. The original RFP called for Singleton Ridge Road, Technology Boulevard and Finlayson Boulevard to remain open during the construction of the roundabout. SCDOT has requested to close Technology and Finlayson at their intersection with Singleton Ridge Road during the construction of the roundabout and to include this modification in the re-letting of the project. Emrick noted the project has been put on hold to see if the Ride III projects will include the widening of Singleton Ridge Road. Council unanimously agreed this project should be placed on hold.

**E. Acceptance of bids:**

- 1. Installation of sports field lighting for the baseball/softball field at the Conway Recreation Complex.** A Request for Proposals and bid information for installing this sports field lighting equipment was sent to three electrical contractors. The following bids were received: Ward Electrical (Greenville, SC) - \$54,700 and Kingston Electric (Conway, SC) - \$44,990. Bids include sales tax. Triple T Electric, (Greenville, SC) declined to bid. Hughes reported that funds were included in the FY 2015-16 budget for this project. Staff recommended acceptance of the low bid. **Motion:** Blain-Bellamy made a motion, seconded by Anderson, to accept the low bid in the amount of \$44,990 which was submitted by Kingston Electric, for the installation of sports field lighting at the Recreation Complex baseball/softball field. **Vote:** Unanimous. Motion carried.
- 2. Employee time and attendance system.** Lynn Smith reported that funds were included in the FY 2015-16 budget to purchase and implement an employee time and attendance system. The following bids, which include tax, were received: American Time Data, Inc. - \$19,225.44; AcroPrint - \$19,455.60; Novatime - \$50,969.00. Smith noted that, in addition to being the low bidder, American Time Data was the only one of the bidders that is experienced with the City's payroll software program. The low bid in the amount of \$19,225.44, slightly exceeds the \$17,800 that was budgeted for a time and attendance system; however, staff recommended the low bid be accepted. **Motion:** Anderson made a motion, seconded by Goldfinch, to accept the low bid in the amount of \$19,225.44 which was submitted by American Time Data for an employee time and attendance system. **Vote:** Unanimous. Motion carried.

3. **Survey of conservation property.** The Nature Conservancy is in the process of purchasing 494 acres of wetlands along both sides of US Highway 501 Business adjacent to the City of Conway. Once purchased, a portion of the property on the north side of Highway 501 will be conveyed to the City until title can be passed to the Waccamaw National Wildlife Refuge. In order to accomplish this, the property needs to be surveyed and subdivided. A request for proposals was sent to three local surveying companies and the bids received for a complete boundary line survey with a new subdivision line are as follows: Coastal Land Surveyors - \$17,000 and K & L Land Surveyors/Watson Surveying - \$20,000. Solan Associates declined to bid. The City has received a grant from US Fish and Wildlife for \$15,000 which can only be used for this survey and The Nature Conservancy has agreed to pay the remaining \$2,000 which will cover the cost of the low bid. Staff recommended acceptance of the low bid submitted by Coastal Land Surveyors. **Motion:** Blain-Bellamy made a motion, seconded by Goldfinch, to approve staff's recommendation. **Vote:** Unanimous. Motion carried.

**INFORMATION ITEM: Update on impacts of October 2015 flood event.** Staff updated Council on the damages. Reports were given from Parks and Recreation damages, Public Works and a report on Crabtree Canal, Public Utilities, and Police Department. Emrick reported on private property damages, Hendrick reported on reimbursement efforts, and Graham reported on disaster mitigation.

**COUNCIL INPUT:** All Council members commented on the great job Mayor Lawson has done in leading the City during her tenure as Mayor and that has been an honor to work alongside her.

**Blain-Bellamy** reported that she attended the Fathers Place graduation ceremony and is proud the City supported the Father's Place.

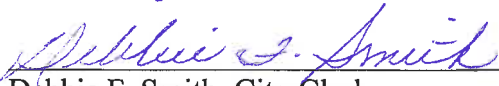
**Timbes** commented on how wonderful the City's Christmas decorations look and she thanked staff for their hard work. She also noted that she is getting good response from the additional employee Agape healthcare program and thanked Council for putting that program in place.

**White** apologized for arriving late to the meeting and thanked FEMA and SBA representatives for advertising with Radio 1330 and suggested Radio 1330 become Conway's radio station.

**Lawson** stated her years as Mayor has been a joy and the many projects and accomplishments can speak for themselves.

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

**APPROVAL OF MINUTES:** Minutes were approved by City Council this 4<sup>th</sup> day of January, 2016.

  
Debbie F. Smith, City Clerk