

**MINUTES OF MEETING
CONWAY CITY COUNCIL
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET
CONWAY, SOUTH CAROLINA
MONDAY – AUGUST 20, 2012 – 5:30 p.m.**

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

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, Steve Jones, Kelli James, Juan Holmes, Jimmy Day, and others

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

INVOCATION/PLEDGE OF ALLEGIANCE: Mayor Lawson recognized Dr. Jeff Gaskins of North Conway Baptist Church who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

BUSINESS SESSION

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

APPROVAL OF CONSENT AGENDA: City Council minutes – August 6, 2012. Motion: Blain-Olds made a motion, seconded by White, to approve the consent agenda. **Vote:** Unanimous. Motion carried.

SPECIAL PRESENTATIONS:

A. Employee of the Month Award for July was presented to Susan Hucks of the Public Works Department. The Employee of the Month program is a newly-initiated program of recognition for City employees. Each employee selected for this recognition receives a certificate of appreciation and eight hours of vacation. Hucks was commended by City Council for having been selected as the recipient of this award.

B. Special event requests

- 1. Rivertown Rhythm, September 22, 2012, 6:00 pm to 9:00 pm, Riverfront Park.** The Chamber of Commerce has requested a special event permit for this event. No alcohol will be sold or provided at the event; however, attendees will be permitted to bring food and drinks which could include alcohol. A map showing the proposed designated special

event area for the public consumption of beer and wine during the event was included in the application. Staff recommended approval of the request with the cost of City services provided to be absorbed by the City's operating budget. **Motion:** Anderson made a motion, seconded by Goldfinch, to approve the special event application for Rivertown Rhythm as presented. **Vote:** Unanimous. Motion carried.

2. **Best of the Best Wingfest, September 29, 2012, 11:00 am to 6:30 pm, Riverfront Park.** The Chamber of Commerce and Omar Shrine Temple have requested a special event permit for this event which includes the sale of beer and wine by the Omar Shriners. A map showing the proposed designated special event area for the public consumption of beer and wine during the event was included in the application. Staff recommended approval of the request with the cost of City services provided to be absorbed by the City's operating budget. **Motion:** Blain-Olds made a motion, seconded by Goldfinch, to approve the special event application for Best of the Best Wingfest as presented. **Vote:** Unanimous. Motion carried.

ITEMS FOR CONSIDERATION:

- A. **Homeland Security Grant funding opportunity.** Gosnell requested permission for the Police and Fire Departments to apply for 2008 and 2009 Homeland Security Funds that are available for reallocation. If awarded, these funds will be used to replace Police and Fire Department 800 MHz analog radios with digital radios at no cost to the City. **Motion:** Timbes made a motion, seconded by Anderson, to approve staff's request for permission to apply for these funds. **Vote:** Unanimous. Motion carried.
- B. **Purchase of used motor grader.** Barnhill reported that \$65,000 was budgeted for replacing the Public Works Department's 30 year old motor grader and, after a search, he had found a replacement unit he was recommending for purchase. Located at Earthmovers of Charlotte, North Carolina, the unit is a 2005 Leeboy with a grade laser, with just over 1000 hours. An offer of \$63,000, contingent upon City Council's approval, was made and accepted. Staff recommended approval of the purchase of this motor grader. **Motion:** Goldfinch made a motion, seconded by Koon, to approve staff's recommendation. **Vote:** Unanimous. Motion carried.

The business session was then recessed and the Council meeting reconvened in the Conference Room for the workshop session.

WORKSHOP SESSION

- A. **Santee Cooper Vegetation Management Program 2012.** Jeff Lane of Santee Cooper reviewed plans for the Distribution Line Clearance work which is scheduled to take place in Conway from the first of October through the end of the year. A special meeting, to include Wanda Lilly, will be held with the contractor's crews before work begins to review the requirements of the franchise agreement and City ordinance regarding pruning and tree removal. **Outcome:** Presented as information.
- B. **Proposed Unified Development Ordinance Text Amendment – Electronic Message Centers.** At its July 16th meeting, Council agreed to send the proposed amendment to the Planning Commission for review. The Planning Commission has since reviewed the

proposed amendment and Leinwand presented the Commission's recommendations to Council. It was noted that the Planning Commission has recommended significant revisions. After Leinwand's presentation, discussion was held on these recommendations in comparison with the amendment that was developed by staff and Council. Concerns mentioned included: significant changes in regulations would have an unknown impact on the community, the safety of drivers needs to be protected, a meeting with the Planning Commission may have been helpful; it would be of benefit to ease into relaxing restrictions, more choice in color of lights, and clarification of the brightness levels of nits. Following these discussions, it appeared the majority of Council favored leaving the amendment as it was proposed by Council. Mayor Lawson suggested that a hearing be scheduled to get input from the public on this issue for Council's consideration. Plans were discussed for a demonstration on the brightness of nits and Council was encouraged to go look, individually, at various other signs, specifically the one that was used as a model in drafting the proposed ordinance. **Outcome:** Hold a public hearing on the amendment as it was proposed by Council.

C. City of Conway Unified Development Ordinance (UDO) Text Amendment Discussion – Section 6.3.1.C Non-Residential Architectural Design Standards. Leinwand reviewed this proposed amendment that, if approved, would allow the use of aluminum composite material as an exterior building material for Highway Commercial properties located in the Gateway Corridor Overlays. The proposed amendment would also provide some additional flexibility for the use of alternative materials and/or design in development proposals for such properties. There was discussion on the quality and characteristics of aluminum composite material. Graham commented that, according to information he received from a trusted architect, aluminum composite material is an industry name for a specific class of building material that is known to be long-lasting and of high quality; the width of the aluminum may vary according to application. Leinwand presented samples of aluminum composite material for Council to view. He also presented a map of the Highway Commercial properties located in the Gateway Corridor Overlays. Leinwand advised Council that the Planning Director would have the ability to require larger building setbacks, increased landscaping buffers and/or other screening methods when alternative materials and/or designs are proposed. **Outcome:** There was no opposition stated to the proposed text amendment. Leinwand advised that the next step would be a review and recommendation by the Planning Commission.

D. Proposed changes to ordinance regarding Dogs, Cats and Pets. Gosnell reviewed this proposed amendment to address specific areas that the existing ordinance does not cover, including sections that speak to the number of animals/pets allowed to be kept at a single residence, adequate and humane care of animals, and restraint or confinement of dogs. Gosnell explained some of the problems the Police Department was encountering with regard to animal control and asked Council to provide guidance on the proposed regulations. There was discussion on the appropriate number of pets to be allowed, grace period for compliance, exceptions for breeders and litters, pet owners who already have more pets than would be allowed, enforcement, and revisions/corrections needed in the proposed amendment. **Outcome:** Overall, Council expressed support for some strengthening of regulations regarding pets and, in light of the feedback from Council, staff will bring back a revised proposal for consideration.

E. Proposed pawn shop ordinance. Gosnell presented a proposal to draft an ordinance, as part

of the City's business licensing section, that would establish certain regulations pertaining to pawn brokers, including the requirement to electronically report transactions, retain purchase information records for two years and make them available to law enforcement for review, and to pay the annual on-line service fee (\$250) for the software program used for reporting pawn shop transactions. The ordinance would also provide for the establishment of a uniform holding time for goods purchased by pawn brokers. If Council approves, staff will meet with local pawn brokers to receive input before refining the wording of the proposed ordinance and presenting it to Council for consideration. **Outcome:** There was no opposition to staff's proposal.

F. Proposed amendment to Unified Development Ordinance to require parking spaces for detached single family dwelling units. Graham reported that, during Leinwand's recent research on parking regulations, it was noted that the majority of the cities that staff checked with required two off-street parking spaces per single family dwelling unit. The City's UDO currently exempts detached single family dwelling units from parking requirements. Staff asked for Council's guidance as to whether an amendment should be considered to require two parking spaces for detached single family dwelling units. Council discussed concerns such as the lack of space on some lots particularly in low income areas, grandfathered residences, stacked driveway parking, required road frontage, and the use of "no parking" signs to deal with on-street parking issues. There was also discussion on parking requirements for rental units, particularly in the corridors. It was suggested that staff monitor on-street parking around the City to see if there were hazardous situations on any particular days/times. **Outcome:** There was no interest in considering an amendment at this time.

G. Proposed RiverRead at Riverfront Park. Blain-Olds gave a power point presentation on this proposed event, now tentatively scheduled for next spring. Blain-Olds welcomed any help and volunteers from the City, Council or staff, for a committee she expects to have to work through the details for this event. At this meeting, she advised that she is only asking Council for general support of the concept and help with selecting a date for the event. The only expense she anticipates the City to incur will be additional hours for fire and police and the cost of portable toilets. **Outcome:** Council voiced support for the concept of the RiverRead event. Blain-Olds confirmed that, once plans are finalized, she will return with a final proposal for RiverRead and she asked for staff's help to identify possible dates for the event.

H. Proposed monument for the Retreat Garden at Collins Parks. Graham presented to Council renderings of a proposed monument that will display the name of the garden and City Council and staff members who worked on this project. A map showing the proposed location for the monument was also shared. Staff also recommended that a dedication ceremony for the Retreat Garden be held in conjunction with the City's Arbor Day Celebration scheduled for December 7th. In keeping with City tradition, this celebration will also provide an opportunity to plant the "Mayor's Oak Tree" in honor of Mayor Lawson. **Outcome:** There was no opposition to staff's proposals for the monument and its location and plans for the dedication ceremony.

I. Selection of Council Members to serve on 2012 Christmas Party Committee. Mayor Pro Tem White and Council Member Anderson volunteered to serve on this committee. **Outcome:** There was a consensus for the selection of White and Anderson to serve on the 2012 Christmas Party Committee.

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

APPROVAL OF MINUTES: Minutes approved by City Council this _____ day of _____, 2012.

Vicky Lefler, City Clerk