

**TOWN OF PINE RIDGE  
Town Council Minutes  
Rescheduled Meeting  
November 15, 2005**

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**WORK SESSION - 6:30 P.M.**

Mayor Busby called the work session to order at 4:35 P.M. with Councilmembers Davis, McMillan, and Simpson present. Councilmember Wells was absent due to illness.

Staff present: Town Administrator Sherry Brooks and Chief Wright

**REVIEW OF ADMINISTRATIVE REPORTS**

Written Administrative, Financial, and Clerical reports were made available for Councilmembers in their council packets on November 11, 2005.

Ms. Brooks called Council's attention to information provided in their packet concerning training requirements for Planning Officials and the Municipal Clerk. The mandatory training is part of new legislation that the town needs to comply with by January 2007.

Ms. Brooks noted she had updated the budget report to reflect receipts recently received. The monthly violation report was also provided to Council, as some members were unable to open the copy previously sent in an email attachment.

Councilmember Simpson noted that during the recent election there were several residents that did not know the location of the town election. He asked Ms. Brooks to obtain signage for future elections to help direct residents to the voting location.

**REVIEW OF POLICE DEPARTMENT REPORTS**

Written Police Department reports were made available for Councilmembers in their council packets on November 11, 2005.

Chief Wright stated Wood Elementary PTO will hold their annual doughnut sale in the Town Hall overflow parking lot on November 18, 2005. She also stated planning for the Annual Senior's Christmas Soup Day is underway. The event is scheduled for December 15, 2005 and Councilmembers were encouraged to attend.

Councilmember McMillan asked Chief Wright if drugs were a problem within the town. Chief Wright stated while we have some, they are not a major problem in Pine Ridge.

**CITIZENS COMMENT TIME:**

Town residents, Pat Tipton, Pam Smith and S.K. Easley attended the meeting to inquire about Council's plans to bring water and sewer into the town, since the passage of the referendum. They informed Council that residents in their subdivisions (Rockford Place and Sawgrass Hilton) were especially anxious to have the water available for needed fire hydrants in their subdivisions.

Mayor Busby stated it may be approximately two years before the process would begin due to the research and studies that needs to take place. He stated that he has already met with several representatives concerning the project. The residents were very supportive of Council and offered to assist them in any way they may be needed.

Mr. Tom Boles of HSMM, attended the meeting to observe and offered his support services in the future development of a water and sewer system in the town.

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**D R A F T**  
TOWN COUNCIL MEETING - 7:00 P.M.  
CALL TO ORDER

Mayor Busby called the rescheduled town council meeting to order at approximately 5:12 P.M. with Councilmembers Davis, McMillan and Simpson present. Councilmember Wells was absent due to illness.

Staff present: Town Administrator Sherry Brooks and Chief Wright

**INVOCATION:**

Councilmember McMillan led those assembled in prayer.

**APPROVAL OF MINUTES**

1. ***October 11, 2005***

Councilmember Simpson made a motion that the minutes of October 11, 2005 be approved as submitted. Councilmember McMillan seconded the motion, which was unanimously approved.

**OLD BUSINESS**

**1. 2<sup>nd</sup> Reading of Amendment to Resident Business License Fees.**

Councilmember Davis made a motion to approve 2<sup>nd</sup> reading of an amendment to the Pine Ridge Business License Ordinance for the computation of resident business license fees, in relation to revenue generated outside Pine Ridge. Councilmember McMillan seconded the motion. All members voted in favor of the motion with the exception of Councilmember Simpson who abstained.

**NEW BUSINESS**

**1. Oath of Office for newly elected members of Town Council**

Mayor Pro-Tem McMillan administered the Oath of Office to Councilmember-Elect Roger Simpson and Mayor-Elect David Busby. Mrs. Busby held a family bible for the swearing in.

**D R A F T**  
2. *Election of Appointments*  
Tabled until the December meeting.

**3. Results of 2004-2005 Annual Audit - Brodie, Summers & Wilkes, CPA**

Mr. Rusty Brodie presented the results of the 2004-2005 Annual Town Audit (copy attached and will become part of the permanent record) as required under the State of S.C. Code of Laws. Mr. Brodie stated although this year's audit resulted in a small deficient, he found the town operated in extremely solid financial shape. He did ask that Council try to prepare the budget on a more realistic basis, since they had understated several expenses and revenues. Mr. Brodie did not note any problems in reviewing the compliance and internal reports. He noted a reportable condition relating to the segregation of duties. Mr. Brodie said due to the size of the administrative staff there was not a cost-effective way to provide for a separation of duties among them. He stated he did not consider this to be a problem, but was required to report it. In closing, Mr. Brodie said work on the audit had been very smooth and he appreciated staff members providing the necessary assistance and information asked for.

**4. Economic Development Incentive Request from Sandhills Development**

Ms. Brooks stated she met with the Planning Commission on October 25, 2005 to review an economic incentive request received from Sandhills Development. The Planning **Town Council**

Commission recommended a reduction in business license fees of 80% for a period of five years. Council had several questions regarding the request that could only be answered by Lloyd Kapp, who was absent due to a previous engagement. Council tabled the discussion until December and asked Ms. Brooks to invite Mr. Kapp to the meeting.

**5. Discussion on Livestock and Fowl within the town limits- Councilmember McMillan**

Councilmember McMillan stated he felt Council needed additional discussion on allowing livestock and fowl within the town limits after a legal interpretation of our current ordinance was made allowing such. He stated in light of the town's current direction and new developments looking to our area, that perhaps Council had been somewhat short sided in their planning for this particular issue. Several ideas and proposals were discussed; however, it was determined additional research was needed in order to provide recommendations dealing with existing and future animal use. Ms. Brooks will research the definitions for farm animals and report her findings back to Council.

**6. Resolution Declaring Results of Referendum**

Mayor Busby read a resolution entitled, "To Declare the Results of a Referendum Held in The Town of Pine Ridge, S.C. on November 8, 2005". He then made a motion to approve the resolution. Councilmember Davis seconded the motion, which was seconded by Councilmember Simpson and unanimously approved.

After reading a resolution entitled, "A Joint Resolution Approving the Application of the Town of Pine Ridge to Join the Lexington County Joint Municipal Water and Sewer Commission and Other Matters Relating Thereto," Mayor Busby made a motion to approve the resolution as read. Councilmember Simpson seconded the motion, which was unanimously approved.

Mayor Busby made a motion to add verbiage to the Pine Ridge Zoning Permits, effective January 2, 2006 as follows: "Municipal water and sewer services must be used when they become available, if applicable to this permit.". The motion was seconded by Councilmember Simpson and unanimously approved.

**7. Proposed Amendment to Procurement Policy**

Mayor Busby proposed an amendment to the Procurement Policy, which would allow the Pine Ridge Chief of Police to dispose of surplus or confiscated items with a value of less than \$1000.00. Proceeds would then be allocated to the Police Department's budget. The proposal also requires the Chief to obtain the written consent of the Pine Ridge Mayor and/or Police Commissioner. Councilmember McMillan asked if there were any **Town Council Meeting**

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legal requirements under the S.C. Code of Laws for such matters. Chief Wright stated that time constraints had not allowed her time to research the issue. After further discussion, Councilmember Simpson made a motion to table the proposal pending additional research.

**ADJOURN**

With no further business to discuss, Mayor Busby adjourned the meeting.

Respectfully submitted,

Sherry L. Brooks  
Administrator/Clerk

**D R A F T**