

**November 12, 2013**  
**TOWN COUNCIL MEETING**

**Town Council Work Session**

- 6:30 P.M. - 6:40 P.M. 2012-2013 Audit Presentation by  
Mr. Chip Summers of Brodie, Summers,  
& Wilkes, LLP
- 6:41 P.M. - 6:46 P.M. XLmediaworks, Inc. - Jerry Temple
- 6:47 P.M. - 6:54 P.M. Public Hearing: Ordinance 2013-11
- 6:55 P.M. - 6:56 P.M. Review of Administrative Report
- 6:57 P.M. - 6:58 P.M. Review of Police Department Report
- 6:59 P.M. - 7:00 P.M. Informational Council Discussion:  
a) \$1-309 Standing Committees: (4) Property &  
Recreation  
b) Resident Penny Sales Tax Project Committee

**7:00 P.M. - Town Council Meeting**

**Call to Order & Invocation**

**Approval of Minutes**

1. October 8, 2013 Regular Scheduled Meeting
2. October 11, 2013 Referendum Education meeting
3. October 12, 2013 Referendum Education meeting
4. November 2, 2013 Referendum Education meeting

**Old Business**

1. Committee Reports on Infrastructure & Maintenance Improvement projects:
  - a) Fire Hydrant Expansion Project & Ballot referendum - Busby/Wells
  - b) Property & Recreation Committee -  
Camp Moore/Styx Historical Park - Dinkins/Busby
  - c) Landscape maintenance for 2013 - Dinkins/Price
  - d) Town Hall/Police Department - Wells
2. Update on new vehicle \*\*\* a) computer equipment - Price
3. 2013 Police Department Policy Manual
4. 2012-2013 Audit report
5. PA system quotes

**New Business**

1. Oath of Office for newly elected members of Council
2. 2014 Meeting and Holiday Schedule
3. Ordinance 2013-11 Amendment of Town Code, Chapter 6, Article III
4. Annual L.C. Lucas Memorial Tournament (Donation)
5. Employee Service Recognition

**Citizen's Comment Time**

**ADJOURN**

**TOWN OF PINE RIDGE**  
**Town Council Minutes**  
**Work Session**  
**November 12, 2013**

Council present: Mayor Busby, Mayor Pro-tem Davis, Councilman Wells,  
Councilman Dinkins & Councilman Price  
Staff present: Chief Parker, Officer Bramlett &  
Town Administrator, Viki Moak

**6:30 P.M. 6:41 P.M. 2013 Audit Presentation by**  
**Mr. Chip Summers of Brodie, Summers, & Wilkes, LLP**

Mr. Chip Summers presented Council with the final Audit for 2012-2013. Mr. Summers went over several pages with Council stating that the Town received an unqualified opinion for the fiscal year 2012-2013. The unqualified opinion has no reservations concerning the financial statements. This is also known as a clean opinion meaning that the financial statements appear to be presented fairly. An unqualified audit analyzes both the internal systems of control, as well as all of the details in the organization's books. All ancillary documentation and supporting records are used in an unqualified audit.

Mr. Summers discussed with Council this concerns on the custodial credit risk over the FDIC limits. The Finance Committee will get together to come up with some options to lower the credit risk.

**6:41 P.M. - 6:42 P.M. XLmediaworks, Inc. - Jerry Temple**

Mr. Temple was not in attendance. The Property & Recreation Committee will figure out a time to meet with the audio companies to figure out which direction is best with the possibility of moving/rebuilding or purchasing the Senior Center in the future.

**6:42 P.M. - 7:07 P.M. Public Hearing: Ordinance 2013-11**

Mayor Busby read aloud Ordinance 2013-11. Mayor Busby asked for anyone opposed to speak: none did. Mayor Busby asked for anyone in favor: Chief Parker stated that although there are state laws on these items, having them in our Town Code will allow the Police Department to have more options. No one else in attendance spoke.

Mayor Busby closed the public hearing for Ordinance 2013-11.

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**7:07 P.M. 7:08 P.M. Review of Administrative Report**

Written Administrative reports were included in the Council packets.

**7:08 P.M. 7:10 P.M. Review of Police Department Report**

Written Administrative reports were included in the Council packets. Council discussed with Chief Parker the following:

- Grant administration & new car.
- Part-time officers
- SLED mandated changes

At this time someone entered the meeting and advised Chief that a tree was down on Fish Hatchery Road. Chief Parker and Officer Bramlett left the meeting.

**7:10 P.M. - 7:23 P.M. Informational Council Discussion:**

- a) Oakhill Road - Lexington County has advised the Developers of Sandhills Development Company a price to pave the road to the development that was approved by the Zoning Board of Appeals.
- b) Resident Penny Sales Tax Project Committee - Mayor Busby stated that we need to come up with a committee to gather some ideas that can be submitted to Lexington County by January 30<sup>th</sup>. The proposed penny sales tax is to be on the November 2014 ballot, but the County wants to get a head start in case it passes. Based on the referendum outcome, Mayor Busby was unsure whether we should submit the Fire Hydrant project and would like some input from residents. An e-blast message was sent to the residents asking for volunteers to help with this project, but nobody responded. Mayor Busby has a list of names that he would like on the committee in addition to the Planning Commission. Mayor Busby asked Councilman Wells to head this project as he has the most experience with the construction process.
- c) Mayor's Newsletter - Mayor Busby asked for any ideas for his next newsletter.

Mayor Busby closed this portion of the work session.

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TOWN COUNCIL MEETING - 7:23 P.M.

**CALL TO ORDER**

Mayor Busby called the Town Council meeting to order at 7:23 P.M. with Mayor Pro-tem Davis, Councilman Wells, Councilman Dinkins and Councilman Price present.

Staff present: Chief Parker, Officer Bramlett &  
Town Administrator, Viki Moak

Mayor Busby asked for a moment of silence in memory of Mr. O'Neal Hightower and Mr. John Reynolds.

**INVOCATION**

Councilman Wells led those assembled in prayer.

**APPROVAL OF MINUTES**

1. October 8, 2013 Regular Scheduled Meeting
2. October 11, 2013 Referendum Education Meeting
3. October 12, 2013 Referendum Education Meeting
4. November 2, 2013 Referendum Education Meeting

Councilman Wells made the motion to accept the minutes of October 8, October 11, October 12 and November 2, 2013 be approved as submitted. Councilman Dinkins seconded the motion, which was unanimously approved.

**OLD BUSINESS**

1. Committee reports on Infrastructure & Maintenance Improvement projects:

- a) Fire Hydrant Expansion Project & Ballot Referendum

Mayor Busby thanked American Engineering for all the technical support and engineering they provided for this project.

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- b) Property & Recreation Committee -  
Camp Moore/Styx Historical Park

Mayor Busby or Councilman Dinkins did not have any updates.

- c) Landscape maintenance for 2013

Council unanimously approved for C&E Landscaping to come in around the first of December to pine straw Camp Moore/Styx Park and clean off sidewalks.

- d) Town Hall/Police Department

Council discussed the last reading at Lexington County Council for the proposed ballfields and Senior Centers.

- 2. Update on new vehicle
  - a) computer equipment - Councilman Price

Chief Parker stated that the grant for the car & equipment has been released.

- 3. 2013 Police Department Policy Manual

Mayor Busby stated he has been through several chapters and advised Council that this must be approved soon as SLED has a deadline.

- 4. 2012-2013 Audit report

The Finance Committee will meet to discuss ideas on relieving the credit exposure risk.

- 5. PA system quote

Mayor Busby stated he would like Chief Parker involved in the meeting with the Audio companies to discuss his needs for a camera system in the police department.

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**NEW BUSINESS**

1. Oath of Office for newly elected members of Council

Mayor Pro-tem Davis administered the Oath of Office for re-elected Mayor David Busby.

Mayor Busby administered the Oath of Office for re-elected Councilmen Floyd Dinkins and Robert Wells.

2. 2014 Meeting and Holiday Schedule

Councilman Wells made a motion to approve as submitted the 2014 Meeting and Holiday Schedule. Councilman Dinkins seconded the motion, which was unanimously approved.

3. Ordinance 2013-11 Amendment of Town Code, Chapter 6, Article III

Councilman Price made a motion to approve Ordinance 2013-11 as submitted. Councilman Wells seconded the motion, which was unanimously approved.

4. Annual L.C. Lucas Memorial Tournament (Donation)

Participation in the L.C. Lucas Memorial Tournament was approved by the Finance Committee Chairman.

5. Employee Service Recognition

Mayor Busby stated this is the time of the year that Council likes to recognize the staff and their contributions to the town.

Councilman Wells made a motion to send this item to the Finance Committee for a decision. Councilman Price seconded the motion, which was unanimously approved.

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**Citizen's Comment Time**

Mayor Busby expressed his gratitude to the Police Department and individually to each of Council for all the years of finding a way to work together despite any difference for the betterment of the community.

Council discussed having a Pine Ridge Senior Center Luncheon in lieu of the annual Soup Day. Town Administrator advised Council of two quotes, with Lizard Thicket being the lowest bid.

Councilman Wells made a motion to approve the Pine Ridge Senior Center Luncheon on December 20<sup>th</sup>. Councilman Dinkins seconded the motion, which was unanimously approved.

**ADJOURN**

With no further business to discuss, Councilman Wells moved to adjourn, with a second by Councilman Dinkins. With the Council's unanimous approval, Mayor Busby adjourned the meeting at 8:01P.M.

Respectfully submitted,

Viki M. Moak, Town Administrator

APPROVED:

\_\_\_\_\_  
David L. Busby, Mayor

Date:\_\_\_\_\_