

June 10, 2014
TOWN COUNCIL MEETING

Town Council Work Session

6:30 P.M. - 6:35 P.M. Introduction of new Clerk of Court
6:35 P.M. - 6:40 P.M. Mrs. Lora Collins -Introduction of
Statesmen's Matrix
6:40 P.M. - 6:45 P.M. PD Pinning Ceremony
6:45 P.M. - 6:48 P.M. Review of Administrative Report
6:48 P.M. - 6:51 P.M. Review of Police Department Report

6:51 P.M. - 7:00 P.M. Informational Council Discussion

7:00 P.M. - Town Council Meeting

Call to Order & Invocation

Approval of Minutes

1. May 13, 2014 Regular Scheduled Meeting

Old Business

1. Update on Impala *** a) computer equipment - Price
2. 2013 Police Department Policy Manual - Chapter 9 & 10
3. PA system quotes
4. Penny Sales Tax Project submission
 - a) Water & Fire Hydrant coverage
 - b) Wastewater system upgrade & extension
 - c) Town Hall/Police Department renovation & upgrade
 - d) Pine Ridge Sidewalk extension
 - e) Camp Moore/Styx Recreational Facility
5. Building Renovation
6. Ordinance 2014-12 14/15 Budget **2nd reading
7. TMS#007833-01-009 624 Pine Ridge Drive Extension

New Business

1. Proposed t-shirt promotional 13/14 Budget donation
2. Intergovernmental Agreement - Stormwater
3. Proposed Adoption of MASC Standardized Business License
4. Cayce Municipal Water & Sewer
5. Formal request to Planning: Comprehensive Plan review/
update
6. Ordinance 2014-13 13/14 Budget Amendment from 5/13/14

Citizen's Comment Time

ADJOURN

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Council present: Mayor Busby, Mayor Pro-tem Davis, Councilman Wells, Councilman Dinkins, & Councilman Price
Staff present: Chief Parker, Lieutenant Bramlett,
Town Administrator, Viki Moak & Clerk of Court,
Brittany Dantzler

6:34 P.M. 6:35 P.M. Introduction of new Clerk of Court

Town Administrator Viki Moak introduced the new Clerk of Court, Brittany Dantzler, to Council and residents in attendance.

6:35 P.M. - 6:41 P.M. Mrs. Lora Collins - Introduction of Statesmen's Matrix

Mayor Busby recognized Mrs. Lora Collins. Mrs. Collins passed out an informational sheet to Council and explained the purpose of the matrix was to establish good laws and policies and went into detail about the Statesmen's Matrix. Mrs. Collins has already introduced the matrix to the Penny Sales Tax Commission and plans on approaching County Council with it. Mayor Busby thanked Mrs. Collins for her presentation.

6:41 P.M. 6:45 P.M. PD Pinning Ceremony

Chief Parker formally pinned Officer Bramlett to make him officially Lieutenant Bramlett.

6:45 P.M. 6:48 P.M. Review of Administrative Report

Written Administrative reports were included in the Council packets. Council discussed the budget.

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6:48 P.M. 6:55 P.M. Review of Police Department Report

Written Administrative reports were included in the Council packets.

Council formally welcomed Chief Parker back and discussed the following with Lieutenant Bramlett:

- Thanks to Lexington County for help on the ongoing investigation
- Continued break-ins on unsecured vehicles
- Federal Grant - received preliminary word that approximately \$30k of the \$40k has been awarded. Grant is one hundred percent federally funded and will help replace our aged police department radios.
- Mutual aid agreement with Cayce and surrounding police departments to create a SWAT team to handle high risk situations. Will require four to eight hours of training a month, with no funding or equipment required.
- Lieutenant Bramlett is now a certified instructor for the stop stick. Stop sticks are used to deflate tires and terminate a pursuit. We have the equipment in storage and Lieutenant Bramlett will be training all officers.
- Part time car has been painted; cage installed and will be sent to receive markings next week.

6:55 P.M. - 6:57 P.M. Informational Council Discussion:

Mayor Busby explained that as of the 2015/2016 budget year, our police department radios will no longer be any good. The grant would replace the majority of radios needed for the police department. The Impala equipment has been ordered and will be installed before year end.

Mayor Busby closed this portion of the work session.

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TOWN COUNCIL MEETING - 6:57 P.M.

CALL TO ORDER

Mayor Busby called the Town Council meeting to order at 6:57 P.M. with Mayor Pro-tem Davis, Councilman Dinkins, Councilman Wells and Councilman Price present.

Staff present: Chief Parker,
Lieutenant Bramlett,
Town Administrator, Viki Moak &
Clerk of Court, Brittany Dantzler

INVOCATION

Councilman Wells led those assembled in prayer.

APPROVAL OF MINUTES

1. May 13, 2014 Regular Scheduled Meeting

Councilman Price made the motion to accept the minutes of May 13, 2014 be approved as submitted. Councilman Dinkins seconded the motion, which was unanimously approved.

OLD BUSINESS

1. Update on Impala-a)computer equipment - Councilman Price

This item was updated during the Informational Council Discussion

2. 2013 Police Department Policy Manual-Chapter 9 & 10

Councilman Wells made a motion to approve Chapter 9 & 10 of the Police Department Policy Manual as submitted. Councilman Price seconded the motion, which was unanimously approved.

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3. PA System quotes

This item remained on the table from the February 11, 2014 meeting.

4. Penny Sales Tax Project submission
- a) Water & Fire Hydrant coverage
 - b) Wastewater system upgrade & extension
 - c) Town Hall/Police Department renovation & upgrade
 - d) Pine Ridge Sidewalk extension
 - e) Camp Moore/Styx Recreational Facility

Mayor Busby stated that the Water & Fire Hydrant project is currently #18 on the ballot for the November election.

5. Building Renovation

Mayor Busby stated that Council is still waiting on a proposal letter from Lexington County Recreation & Aging.

6. Ordinance 2014-12 14/15 Budget**2nd reading

Councilman Dinkins made a motion to approve the second reading of Ordinance 2014-12 as submitted. Councilman Wells seconded the motion.

Council discussed the following:

- Change on NPDES permits, expected LCSC Stormwater bill \$4,760.00 plus DHEC \$2,000.00 - which leaves a negative balance of \$260.00 from the \$6,500.00 budget. The increase in the LCSC Stormwater billing is due to the 2010 population growth and the increased activity required in the new DHEC permits.

Councilman Wells made a motion to approve an amendment on the NPDES Permits to increase by \$260.00 in Ordinance 2014-12 as requested. Councilman Price seconded the motion, which was unanimously approved.

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7. TMS#007833-01-009 624 Pine Ridge Drive Extension

Mayor Pro-tem Davis made a motion to extend the C1-PD Zoning classification for TMS#007833-01-009 as submitted. Councilman Wells seconded the motion.

Council discussed the following:

- Town Administrator created a historical timeline for the property
- Council remain consistent for all developers
- Extension time line

Councilman Wells made a motion to approve an extension for TMS#007833-01-009, with a C1-PD Zoning classification until August 9, 2015. Councilman Price seconded the motion, which was unanimously approved.

NEW BUSINESS

1. Proposed t-shirt promotional 13/14 Budget donation

Town Administrator, Ms. Viki Moak asked Council for the balance of the budget donation to make shirts as a promotional for residents and a general advertisement for the Town. Ms. Moak stated due to the small amount left that this might be a small way to give back to those who participate in a variety of activities and introduce non-residents to the Town of Pine Ridge. Ms. Moak provided Council with quotes, samples and pictures on the proposed project.

Councilman Dinkins made the motion to approve the order of 51 shirts as submitted from the 2013/2014 donation budget. Councilman Wells seconded the motion, which was unanimously approved.

2. Intergovernmental Agreement - Stormwater

Town Administrator, Ms. Viki Moak went over the new MS4 Stormwater Management Plan as required by the new DHEC issued permit. The primary differences are the following:

- The Town will provide staffing for one county wide LCSWC event.
- The Town will provide one educational program per year to the public.
- The Town will host/advertise one listening session/focus group per year.
- The Town will conduct water quality screening, monitoring, assessments, implementation, and analysis as required by the permit.

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3. Proposed Adoption of MASC Standardized Business License

Mayor Busby stated that the Municipal Association came up with a standardized business license in order for cities and towns to be more business friendly. This would not take the place of our current business license or change any of the fees associated with it. If a contractor is doing business in multiple areas of the state, they could fill out the MASC Standard License and be able to carry it to any municipality making the most of the contractors time.

Mayor Pro-tem Davis made a motion to adopt the MASC Standardized Business License as submitted. Councilman Dinkins seconded the motion, which was unanimously approved.

4. Cayce Municipal Water & Sewer

Mayor Busby stated that during the last month, Cayce has contacted the Town of Pine Ridge about wells being installed by current water customers. Mayor Busby asked Ms. Moak to send an E-Blast to residents concerning ongoing water problems and as of this date, we have received no responses. Mayor Busby stated that all new sub-divisions in town are required to use Municipal water and sewer as per the approval process. In addition, the zoning permit states the Town's policy that municipal water and sewer must be used if available. Residents are allowed to install a well for irrigation use only. Council discussed the Cayce issues with several attending residents.

5. Formal request to Planning: Comprehensive Plan review/update

Mayor Busby stated that he would like for Council to consider a formal request to Planning to review/update the Comprehensive Plan as it must be reviewed every five years and updated every ten. The Comprehensive Plan was adopted January 11, 2011 with the sidewalk plan added on March 13, 2012.

Councilman Wells made a motion to request Planning to review/update the Comprehensive Plan at their next meeting on July 22, 2014. Mayor Pro-tem Davis seconded the motion, which was unanimously approved.

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6. Ordinance 2014-13 13/14 Budget Amendment from 5/13/14

Council formally approved a change in the 2013-2014 budget moving \$3k from payroll to equipment to cover the charge of painting the part time vehicle on May 13, 2014. An amendment to the 2013-2014 budget must be followed up by Ordinance. A public hearing could not be scheduled in time for the first reading and will therefore be held during the second reading on July 8, 2014.

Mayor Pro-tem Davis made a motion to approve the first reading of Ordinance 2014-13 as submitted. Councilman Dinkins seconded the motion, which was unanimously approved.

Citizen's Comment Time

Council discussed with those in attendance the issues with Cayce water & sewer.

ADJOURN

With no further business to discuss, Councilman Price moved to adjourn, with a second by Councilman Wells. With the Council's unanimous approval, Mayor Busby adjourned the meeting at 8:08P.M.

Respectfully submitted,

Viki M. Moak, Town Administrator

APPROVED:

David L. Busby, Mayor
Date: _____