

Town of Pine Ridge

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October 13, 2015 TOWN COUNCIL MEETING

Town Council Work Session

- 6:45 P.M. - 6:50 P.M. Review of Administrative Report
6:50 P.M. - 6:55 P.M. Review of Police Department Report
6:55 P.M. - 7:00 P.M. Informational Council Discussion

7:00 P.M. - Town Council Meeting

Call to Order & Invocation

Freedom of Information Act Compliance

Approval of Minutes

1. September 7, 2015 Regular Scheduled Meeting

Old Business

1. 2015 General Election information for two seats
2. Town Christmas decorations
3. Town 60th Anniversary in 2018

New Business

1. Proposed Town Christmas tree lighting
2. Volunteer Appreciation Acknowledgement
3. 18th Annual L.C. Lucas Memorial Tournament (Donation)
4. Town Administrator request to increase LawTrak License
Budget Item for weekly data backup

Citizen's Comment Time

ADJOURN

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Council present: Mayor Busby, Mayor Pro-tem Davis, Councilman Dinkins, Councilman Price & Councilman Wells

Staff present: Chief Parker & Town Administrator, Viki Miller

6:45 P.M. - 6:49 P.M. Review of Administrative Report

Written Administrative Department reports were included in the Council packets. Council spoke about the annual audit and Mayor Busby thanked the Clerk of Court, Mrs. Bobbie Kliever for the update on the September Facebook postings.

6:49 P.M. - 6:57 P.M. Review of Police Department Report

Written Administrative Police Department reports were included in the Council packets. Chief Parker spoke to Council regarding the Public Safety Committee's participation in interviewing several candidates and the decision to hire Patrolman J.S. Coon, which will start on October 26th. Patrolman J. Watkins was selected as Greater Cayce-West Columbia Chamber of Commerce Officer of the Month for September. Chief Parker advised Council that the body camera purchased through the JRC Grant has been an invaluable asset to the department, especially when investigating complaints.

6:57 P.M. - 7:06 P.M. Informational Council Discussion:

The following was discussed:

- Thank you note from the Meals on Wheels program for a donation.
- Thank you note from the CCA Explore Program for the donation on behalf of Mrs. Kliever.
- Pine Ridge-South Congaree Parade Chairperson Beth Sturkie gave Council an update on the next scheduled meeting, route confirmed, local school Principals will be Judges and currently looking for participants.
- Mayor Busby visited two residents in assisted living.
- Reception held for former Fire Chief Eddie Turner who received the Silver Crescent.
- Historical flooding - no damages that we are aware of except two contaminated wells.
- Mayor attended meeting at Richland County Library for Mayors.
- Mayor attended FBI Active Shooter presentation.
- Mayor attended Greater Cayce-West Columbia Chamber of Commerce breakfast honoring Patrolman J. Watkins as Officer of the Month.

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- Lexington County Municipal Association donated \$5k to Harvest Hope.
- November Council meeting will include a reception for outgoing Councilman Wally Price, Councilman-elect Incumbent Mayor Pro-tem Davis and incoming Councilwoman-elect Beth Sturkie.
- Councilman Dinkins stated the School Zone flashers are now on timers.

Mayor Busby closed this portion of the work session.

Approved 11/10/15

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TOWN COUNCIL MEETING - 7:06 P.M.

CALL TO ORDER

Mayor Busby called the Town Council meeting to order at 7:06 P.M. with Mayor Pro-tem Davis, Councilman Dinkins, Councilman Price and Councilman Wells present.

Staff present: Chief Parker and Town Administrator, Viki Miller

INVOCATION

Councilman Price led those assembled in prayer and asked for a moment of silence in honor of Forest Acres Officer Greg Alia who was killed in the line of duty.

Freedom of Information Act Compliance - Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act.

APPROVAL OF MINUTES

1. September 8, 2015 Regular Scheduled Meeting

Councilman Dinkins made the motion to approve the minutes of September 8, 2015 as submitted. Mayor Pro-tem Davis seconded the motion, which was unanimously approved.

OLD BUSINESS

1. 2015 General Election information for two seats

Mayor Busby advised Council that the public notice ran in the Chronicle July 30th & August 16th, 2015, posted on Town Hall door August 3rd, 2015, eblast to residents on August 3rd, August 6th, August 14th, August 17th and August 20th, 2015, posted on the Town of Pine Ridge outdoor sign located at 2757 Fish Hatchery Road & the Town of Pine Ridge Facebook site.

Incumbent Daniel Davis and Resident Beth Spires Sturkie submitted their filing fee and documentation within the required time frame.

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Once the open filing time limit expired the Lexington County Election Commission was notified that we received two candidates for the two open seats. Lexington County Election Commission waited the required fourteen calendar days after the open filing time limit expired. In accordance with SC Code of Laws 7-13-190(E), since the Town of Pine Ridge has only received two candidates for the two open seats, these candidates can take office after the Lexington County Election Commission has issued their certification on November 5th, 2015.

2. Town Christmas decorations

Mayor Busby asked Chief Parker to find someone to put up the Christmas lights and to take Ms. Sturkie to look at the type of lights we currently have. Council discussed a budget for some additional Christmas lights, whether we have enough time to order and put them up this year and a possible alternative of only decorating the sign in front of the building this year.

Councilman Price made a motion to donate \$50.00 to decorate the sign in front of Town Hall. Mayor Pro-tem Davis seconded the motion, which was unanimously approved.

3. Town 60th Anniversary in 2018

Mayor Busby asked Councilman Dinkins to Chair a committee that included Councilwoman-elect Beth Sturkie as a member for the Town 60th Anniversary in 2018. Mayor Busby asked Councilman Dinkins to bring some ideas and a possible budget to the December meeting.

NEW BUSINESS

1. Proposed Town Christmas tree lighting

Mayor Busby asked the Town Administrator, Mrs. Viki Miller to present Council with information about the proposed project.

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The following has been proposed for the Tree lighting Ceremony:

- Drop in event from 6-8pm, with the tree lighting at 7pm.
- Live tree will be donated.
- Lighting will be donated.
- AHS Band & Chorus have confirmed music & caroling.
- Mr. & Mrs. Santa Claus are donating their time.
- We will need to provide decorations for tree.
- Proposing hot chocolate, cookies(possibly donated) & candy canes.
- Letters to Santa writing station with mailbox for Santa.
- Santa will be available from 6-8pm inside building.
- Toys for Tots contacted about setting up as a donation site.

Councilman Dinkins made a motion to approve the Town Christmas tree lighting event on December 11th with a budget not to exceed \$350.00. Councilman Wells seconded the motion, which was unanimously approved.

2. Volunteer Appreciation Acknowledgement

Mayor Busby stated that Council likes to take this time of year to thank the Planning and Zoning members for volunteering their time and service to the Town. Council discussed what has been done in the past for the volunteers and several proposed ideas that included local restaurant gift cards and various gift baskets.

Councilman Dinkins made a motion to approve purchasing 12 gift cards from Mission Market Restaurant in the amount of \$25.00 a piece. Councilman Wells seconded the motion, which was unanimously approved.

3. 18th Annual L.C. Lucas Memorial Tournament (Donation)

Mayor Pro-tem Davis made a motion to approve a team and hole sponsorship in the 18th Annual L.C. Lucas Memorial Tournament. Councilman Wells seconded the motion, which was unanimously approved.

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4. Town Administrator request to increase LawTrak License Budget
Item for weekly data backup

Mayor Busby asked the Town Administrator, Viki Miller to present Council with information about the proposed request.

Mrs. Miller advised Council that we recently received notification that 6 agencies were hit with an Encryption Virus in their LawTrak software. Currently we only have in house back up options that are done on a weekly basis. To give Council an idea of a portion of the transactions that occur, Mrs. Miller stated that for the 14/15 budget year, the Town processed about \$181k financial transactions. Mrs. Miller advised that Nicholson is now offering a new service that will back up LawTrak software to their Florence, SC server. Ticket/Warrants & Incident reports are backed up as soon as the entry is saved into the LawTrak software, with all other data files backed up twice a week. The service cost is \$20.00 a month, but for the 15/16 budget it would cost the Town \$120.00 for the remainder of the year. The cost for the 16/17 budget will be \$240.00.

Councilman Wells made a motion to approve the cost of \$20.00 a month for Nicholson Business Systems to provide an offsite back up service for the LawTrak software. Councilman Dinkins seconded the motion, which was unanimously approved.

Citizen's Comment Time

No one in attendance spoke.

ADJOURN

With no further business to discuss, Councilman Dinkins moved to adjourn, with a second by Councilman Wells. With the Council's unanimous approval, Mayor Busby adjourned the meeting at 7:43P.M.

Respectfully submitted,

Viki M. Miller, Town Administrator

APPROVED:

David L. Busby, Mayor

Date: _____