

# Town of Pine Ridge

2757 Fish Hatchery Road  
West Columbia, SC 29172  
Telephone (803) 755-2500  
Facsimile (803) 955-0605



## November 10, 2015 TOWN COUNCIL MEETING

### Town Council Work Session

- |                       |  |
|-----------------------|--|
| 6:30 P.M. € 6:35 P.M. | Review of Administrative Department Report |
| 6:35 P.M. € 6:40 P.M. | Review of Police Department Report         |
| 6:40 P.M. € 6:45 P.M. | Informational Council Discussion           |

### 6:45 P.M. - Town Council Meeting Call to Order & Invocation

### Freedom of Information Act Compliance

### Approval of Minutes

1. October 13, 2015 Regular Scheduled Meeting

### Old Business

1. Town Christmas decorations
2. Town 60<sup>th</sup> Anniversary in 2018
3. Town Christmas Tree lighting
4. Presentation for Councilman Wally Price

### New Business

1. Oath of Office for newly elected members of Council
2. Election of Mayor Pro-tem and Committee Appointments by Mayor
  - (a.) Election of Mayor Pro Tem
  - (b.) Appointments for:
    1. Finance Committee - Chair & member
    2. Administrative Liaison
    3. Public Safety Committee-Police Commissioner & member
    4. Public Utilities & Health Committee€Chair & member
    5. Property and Recreation Committee€Chair & member
    6. Employee Grievance Committee-Chair & 2 members
    7. Central Midlands Regional Planning Council of Governments
    8. Lexington Water & Sewer Commission Representative
3. Proposed 2016 CDBG Demolition of Blight€10% match for 16/17 budget
4. Annual Senior Luncheon (Donation)
5. 2016 Meeting and Holiday Schedule
6. Employee Service Recognition
7. Proposed phone for new Patrolman
8. Indigent Defense Fund

### Citizen's Comment Time

ADJOURN

**TOWN OF PINE RIDGE**  
**Town Council Minutes**  
**Work Session**  
**November 10, 2015**

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

Staff present: Chief Parker & Town Administrator, Viki Miller

**6:26 P.M. - 6:28 P.M. Review of Administrative Department Report**

Written Administrative Department reports were included in the Council packets. Council spoke about the annual audit, current budget and the updated requirements for meeting agendas.

**6:28 P.M. - 6:29 P.M. Review of Police Department Report**

Written Administrative Police Department reports were included in the Council packets. Chief Parker advised Council that Patrolman Coon will be introduced at the December meeting.

**6:29 P.M. - 6:36 P.M. Informational Council Discussion:**

The following was discussed:

- Thank you note from the family of Mr. Marvin Williams.
- Thank you note from the family of Mr. Lee Simmons.
- Mr. Jerry Smith advised Council that HHS' EQMD Car Show was successful and thanked them with a plaque of appreciation.
- Mayor Busby advised of FEMA information shared through resident e-blast and Facebook.
- Mayor Busby stated the Annual Audit will be presented at the December Council meeting as the Auditor had a prior engagement during the November meeting.
- Mayor Busby proposed a new Inventory Control System that will be presented during the December Council meeting.
- Mayor Busby stated he hopes to have some architectural advice on the internal building design by the December meeting.
- LCMA Quarterly meeting on December 3<sup>rd</sup> in Batesburg-Leesville.
- Mayor Busby attended the Regional Mayors Conference on October 29<sup>th</sup> regarding flood relief.
- Councilwoman Elect Sturkie advised Council on the updates of the Joint Pine Ridge/South Congaree Parade Committee.
- Mayor Busby reminded Council of the invitation to attend Thompson Funeral Home's Flag Dedication Ceremony on November 17<sup>th</sup>.

Mayor Busby closed this portion of the work session.

**TOWN OF PINE RIDGE**  
**Town Council Minutes**  
**November 10, 2015**

---

TOWN COUNCIL MEETING - 6:36 P.M.

**CALL TO ORDER**

Mayor Busby called the Town Council meeting to order at 6:36 P.M. with Mayor Pro-tem Davis, Councilman Dinkins, Councilman Price, Councilman Wells and Councilwoman Elect Sturkie present.

Staff present: Chief Parker and Town Administrator, Viki Miller

**INVOCATION**

Councilman Price led those assembled in prayer.

**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. October 13, 2015 Regular Scheduled Meeting

Councilman Dinkins made the motion to approve the minutes of October 13, 2015 as submitted. Councilman Price seconded the motion, which was unanimously approved.

**OLD BUSINESS**

1. Town Christmas decorations

Mayor Busby appointed Councilwoman Elect Sturkie to head this project. The Town currently has eight Christmas lights, which seven are in working order and new replacement bulbs have been purchased. Chief Parker stated he has someone to put up the Christmas lights. Councilwoman Elect Sturkie stated that the decorations at the Town sign in front of the offices will be done the weekend after Thanksgiving.

2. Town 60<sup>th</sup> Anniversary in 2018

Mayor Busby asked Councilman Dinkins if he had any updates for the Town 60<sup>th</sup> Anniversary in 2018. Councilman Dinkins proposed an Anniversary Festival, Banners or Parade/Reception with estimated budgets.

Approved 12/8/2015  
12/8/2015

**TOWN OF PINE RIDGE**  
**Town Council Minutes**  
**November 10, 2015**

---

3. Town Christmas Tree lighting

Mayor Busby asked Town Administrator, Mrs. Miller to update Council on the Christmas tree lighting. Mrs. Miller stated the event is planned for December 11<sup>th</sup> from 6-8pm, with the Tree lighting at 7pm. Santa Claus will be attending with a writing station for letters to Santa. Tree and lighting will be donated, bulbs have been purchased. AHS Band and Chorus have confirmed they will be providing caroling and music. Several vendors have been contacted for possible refreshment donations. The Town will be a drop off site for the Toys for Tots program.

4. Presentation for Councilman Wally Price

Mayor Busby thanked outgoing Councilman Wally Price for his contributions to the Town over the last four years. A plaque in honor of his service to the Town was presented by Mayor Busby.

**NEW BUSINESS**

1. Oath of Office for newly elected members of Council

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

Once the open filing time limit expired the Lexington County Election Commission was notified that Pine Ridge 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 at the next scheduled Council meeting after the Lexington County Election Commission has issued their certification on November 5<sup>th</sup>, 2015.

Mayor Busby stated that Pine Ridge's first Mayor Robbie Williams daughter served as Mayor Rowena Myers; Councilman Pete Senterfeit's son served as Planning Commission Chairman Michael Senterfeit; Councilman Bob Price's son served as Councilman Wally Price; and now Councilman James Spires daughter serves as Councilwoman Beth Spires-Sturkie.

**TOWN OF PINE RIDGE**  
**Town Council Minutes**  
**November 10, 2015**

---

Mayor Busby administered the Oath of Office for newly elected Councilwoman Beth Spires Sturkie.

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

2. Election or Appointments

(a.) Election of Mayor Pro-Tem

Councilman Dinkins made the motion to re-elect current Mayor Pro-tem Davis. Councilman Wells seconded the motion, which was unanimously approved.

(b.) Appointments for:

Mayor Busby appointed the following Councilmember's:

1. Finance Committee -  
Chairman Davis & Member Dinkins
2. Administrative Liaison -  
Chairman Wells & Member Busby
3. Public Safety Committee - Police Commissioner  
Busby & Member Wells
4. Public Utilities & Health Committee - Chairman  
Dinkins & Member Sturkie
5. Property and Recreation Committee - Chairman  
Wells & Member Davis
6. Employee Grievance Committee - Chairwoman Sturkie  
and Members Davis and Dinkins
7. Central Midlands Regional Planning Council of  
Governments Representative - Councilman Wells
8. Lexington Water & Sewer Commission Representative  
- Councilwoman Sturkie

**TOWN OF PINE RIDGE**  
**Town Council Minutes**  
**November 10, 2015**

---

3. Proposed 2016 CDBG Demolition of Blight-10% match for 16/17 budget

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

Mrs. Miller stated that the home was abandoned due to property owner's health issues and has dilapidated over the years. Chief Parker has received calls of suspicious activity. Property purchased by Mrs. Norris in 2012 from the estate of Mr. Kelly. Officially notified per Ordinance requirements that the structure is in violation of Ordinance 5-501(5) on March 10, 2015. Mrs. Norris contacted me to let me know she was unable to afford the cost of demolition. Advised her of the possibility of a grant but submissions did not start until September/October and if grant was not approved it would still need to be removed.

The Grant application was completed after contacting three contractors for price a quote. Mrs. Norris was contacted to let her know that the contractors would be out looking at the property to provide a quote. Lexington County Grants Division then advised that an Environmental Review would be required and Central Midlands Council of Governments (CMCOG) could assist. Contacted CMCOG and was advised that they would administer the Grant at a cost of 10% of the project which would be covered in the Grant. CMCOG stated that they would ensure that we were in compliance with the Davis-Bacon Act reporting laws. The proposed CDBG Grant was submitted by CMCOG on October 23<sup>rd</sup>.

Lexington County Grants Division will review and decide if the project meets all the requirements for a January presentation to the County. If the proposal is approved for the January presentation, they will advise us sometime before the new fiscal budget starts whether we are approved or denied the Grant.

If we are denied the Grant, there will be no charge from CMCOG.

\$6,850.00 Demolition

\$1,000.00 Lead & Asbestos Testing

\$ 785.00 CMCOG Grant Administration

\$8,635.00 Total estimated project cost x 10% Match = \$863.50

Mrs. Miller reminded Council that this Grant operates the same as the JAG & Homeland Security Grants. The Town pays out of the general fund and is reimbursed when project is completed.

**TOWN OF PINE RIDGE**  
**Town Council Minutes**  
**November 10, 2015**

---

4. Annual Senior Luncheon (Donation)

Councilman Wells made a motion to approve no more than \$700.00 to be donated towards the Annual Senior Luncheon. Councilman Dinkins seconded the motion, which was unanimously approved.

5. 2016 Meeting and Holiday Schedule

Councilman Wells made a motion to approve the 2016 Meeting & Holiday Schedule as submitted. Mayor Pro-tem Davis seconded the motion, which was unanimously approved.

6. Employee Service Recognition

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

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

7. Proposed phone for new Patrolman

This position is required to be on call during various times. Patrolman Coon does not currently have a cell phone plan that has unlimited talk minutes and is charged after his family plan minutes have been reached.

Verizon Wireless has been contacted for a quote on an additional plan and a basic rugged flip phone, which has not been received as of 11/6/2015. Based on Chief's plan, the proposed phone will cost an additional \$788.16 for the 15/16 Budget year.

Councilwoman Sturkie made a motion to approve the purchase and monthly service of a phone for the new Patrolman. Councilman Wells seconded the motion, which was unanimously approved.

8. Indigent Defense Fund

Mayor Busby read a portion of an article from the Municipal Association of South Carolina regarding Indigent Defense Fund. The U.S. Constitution guarantees a defendant's right to counsel if he cannot afford it on his own. To fund public defenders in South Carolina, the Office of Indigent Defense collects 10.56 percent of every fine levied in municipal courts. In FY 14, municipal courts collected and remitted more than \$2.2 million to OID.

**TOWN OF PINE RIDGE  
Town Council Minutes  
November 10, 2015**

---

While municipalities provide significant funding for OID through state-mandated surcharges and assessments, the General Assembly included a proviso in this year's annual budget that prohibits circuit public defenders from representing indigent defendants in municipal court unless the court and the public defender's office have an agreement for services. The proviso, sponsored by Rep. Mike Pitts (Laurens), also prohibits OID from compensating independent attorneys who defend indigents in municipal courts. While provisos are valid for only one year, they are often automatically included in subsequent state budgets. Therefore, responsibility for defending indigents in municipal courts for the foreseeable future has fallen exclusively to municipalities.

Mayor Busby stated that he will be discussing this at the Regional Mayor's meeting in January. The Town Administrator has prepared and will place a Request for Proposal (RFP) in the Chronicle to solicit quotes on representation. Mayor Busby, Chief Parker and Mrs. Miller have met with the Lexington County Public Defender's Office to discuss representation. The Public Defender's Office is currently checking with other Municipalities within the County and will advise us of an estimated cost. Mayor Busby advised all to contact their representatives.

**Approved 12/8/2015**  
**Approved 12/8/2015**

**Citizen's Comment Time**

Resident, Ms. Doris Fletcher had some questions regarding the Indigent Defense Fund.

**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 7:13P.M and invited all those in attendance to the reception.

Respectfully submitted,

Viki M. Miller, Town Administrator

APPROVED:

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

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