

# Town of Pine Ridge

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## January 12, 2016 TOWN COUNCIL MEETING

### Town Council Work Session

- 6:30 P.M. - 6:45 P.M. Public Hearing: Ordinance 2016-01
- 6:45 P.M. - 6:50 P.M. Review of Administrative Department 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. December 8, 2015 Regular Scheduled Meeting

#### Old Business

1. Town 60<sup>th</sup> Anniversary in 2018
2. Indigent Defense Fund
3. Ordinance 2015-09: Section 5-614 Tree Limbs, Leaves (2<sup>nd</sup> Reading)
4. Inventory Control System Proposal

#### New Business

1. Ordinance 2016-01 Amending the 2015-2016 Budget
2. Resolution 2016-02 Certification of Jury Roll
3. Midland Dixie Youth Baseball Sponsorship (donation)
4. Landscape Maintenance for 2016 - Property & Recreation Committee
5. PRPD Policy Manual update-Section 7.01 Body Worn Camera Policy (MVR)

#### Citizen's Comment Time

#### ADJOURN

Approved 2/9/2016

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

Staff present: Chief Parker & Town Administrator, Viki Miller

**6:30 P.M. - 6:46 P.M. Public Hearing: Ordinance 2016-01**

Mayor Busby read aloud Ordinance 2016-01, highlighting the proposed changes. Mayor Busby asked for anyone in opposition to speak: none did. Mayor Busby asked for anyone in support to speak: none did. Resident, Ernest Tinsley of 1144 Courtney Drive asked if there is an increase in Fines/Penalties budget, does that mean more tickets written. Mayor Busby responded that speeding tickets do not fully fund the Police Department and Council is available at any time for questions. Mayor Pro-tem Davis stated that the change is in accordance with the Auditors request that the budget be more accurate and Council is being good stewards of the Town's money and the amount is actually less than prior years. Resident, Alex Kovac was concerned about possible similar situations arising as they have in South Congaree. Mayor Busby replied that we should all try to be good neighbors. Mayor Busby closed the public hearing for Ordinance 2016-01.

**6:46 P.M. - 6:47 P.M. Review of Administrative Department Report**

Written Administrative Department reports were included in the Council packets.

**6:47 P.M. - 6:48 P.M. Review of Police Department Report**

Written Administrative Police Department reports were included in the Council packets. Chief Parker spoke to Council regarding, submission of JAG Grant for the 16/17 Budget, five year schedule for replacement of cars and Body Worn Cameras Policy.

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**6:48 P.M. - 6:52 P.M. Informational Council Discussion:**

Council discussed the following:

- Mayor Busby stated he is looking into grants and prices for a digital speed limit sign. The sign will record time and speed and the Police Department can use that information to see where there may be issues.
- Mayor Busby stated he had talked to a member of the Lexington County Recreation and Aging Commission Board about the building purchase and existing water problems. The LCR&AC Board will meet on Wednesday to discuss the matter.
- Chief Parker stated that the speed limit sign has been replaced on Myrtle Road and DOT moved the one on Bachman Road.
- Mayor Busby stated he plans on attending the CDBG meeting on Wednesday for the grant proposed at 405 Pine Ridge Drive. Mayor Busby stated he picked up a letter of support from Pastor Cutter at Safe Harbor Church.

Mayor Busby closed this portion of the work session.

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TOWN COUNCIL MEETING - 6:52 P.M.

**CALL TO ORDER**

Mayor Busby called the Town Council meeting to order at 6:52 P.M. with Mayor Pro-tem Davis, Councilman Dinkins and Councilwoman Sturkie present.

Staff present: Chief Parker & Town Administrator, Viki Miller

**INVOCATION**

Councilman Dinkins 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. December 8, 2015 Regular Scheduled Meeting

Councilman Dinkins made the motion to approve the minutes of December 8, 2015 as submitted. Councilwoman Sturkie seconded the motion, which was unanimously approved by Town Council.

**OLD BUSINESS**

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

Mayor Busby asked Councilman Dinkins for any updates for the Town 60<sup>th</sup> Anniversary in 2018. Councilman Dinkins went over his previous proposals for the Anniversary Festival, Banners and Parade/Reception with estimated budgets. Councilwoman Spires mentioned starting a Beauty Pageant for Pine Ridge youth. Councilman Dinkins stated that would allow winners to ride in the parade and raise some money for the anniversary celebration. Mayor Pro-tem Davis stated that having the pageant before 2018, would create a foundation to work out any potential issues prior to the main event. Councilman Dinkins and Councilwoman Sturkie will look into this item before the next the scheduled meeting.

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2. Indigent Defense Fund

Mayor Busby stated that RFP2015-11 has been posted in the Chronicle and through the South Carolina Bar Association. Although we had several inquiries, we only received one proposal.

Councilman Dinkins made a motion to approve awarding the Indigent Defense contract to Attorney Bryan S. Jefferies, Esquire. Mayor Pro-tem Davis seconded the motion, which opened the item for discussion.

Mayor Busby stated the proposal was a flat Five Hundred Dollars per Municipal case plus incidentals, with a renewal clause at the end of the calendar year. Councilman Dinkins asked if the funds were not spent, would they rollover. Mayor Busby replied that if the funds were not spent, it would end the year as a surplus. Mayor Pro-tem Davis stated the approval of the contract should be contingent on the replies from the references that were supplied. Chief Parker stated he isn't sure how this would not raise an ethical issue because the Attorney is employed by the Town. Town Administrator, Viki Miller, stated that person will need to complete forms proving that they are indigent.

Councilman Dinkins amended his previous motion to approve awarding the Indigent Defense contract to Attorney Bryan S. Jefferies, Esquire with the contingency that the references and criminal background check comes back clean. Mayor Pro-tem Davis seconded the motion, which was unanimously approved by Town Council.

3. Ordinance 2015-09: Section 5-614 Tree Limbs, Leaves  
(2<sup>nd</sup> reading)

Mayor Busby read aloud the title to Ordinance 2015-09 and stated the public hearing was held on December 8, 2015. Currently the Town Code reads:

§ 5-614 Tree limbs, leaves. All tree limbs, branches, underbrush and other yard waste, including leaves, shall be placed at, not in, the street or curb for collection so as not to block the sidewalk. Tree branches to be collected shall be no greater than six inches in diameter and six feet in length. Special exceptions must be approved by the town administrator.  
(Amended 9-10-13/2013-10)

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Proposed change in Town Ordinance to read:

§ 5-614 Tree limbs, leaves. All tree limbs, branches, underbrush and other yard waste, including leaves, shall be placed at, not in, the street or curb for collection so as not to block the sidewalk. The private contractor shall not collect more than two cubic yards on a weekly basis. Leaves shall be placed in bags clearly marked "Yard Waste". Limbs shall not be collected if greater than four (4) inches in diameter and more than four (4) feet in length. Brush shall be tied in a bundle or neatly stacked weighing no more than fifty (50) pounds.

Reasoning for change: Ordinance needs to be changed to reflect the current Agreement with Advanced Disposal, Section 3.1.2 - Yard Trash.

Councilman Dinkins asked if there were any requirements on the type of bags to be used for yard trash. Town Administrator, Viki Miller replied that the only requirement was to clearly mark the bag yard trash.

Mayor Pro-tem Davis made a motion to approve the second reading of Ordinance 2015-09 as submitted. Councilman Dinkins seconded the motion, which was unanimously approved by Town Council.

#### 4. Inventory Control System Proposal

Mayor Busby stated that this proposal will only inventory those items that are purchased over a Thousand Dollars. Currently the existing inventory of assets is kept by the Auditors and includes a lot of items that need to be removed due to original value, age and many items that cannot be traced due to incomplete information. Councilman Dinkins asked if the numbering system would be state supplied. Chief Parker stated he is already printing labels for Police Department items and entering them into LawTrak as to whom they are assigned to. Mayor Busby stated that we would follow a similar protocol that Chief Parker uses to assigning inventory number.

Councilman Dinkins made a motion to approve the Inventory Control System as submitted. Mayor Pro-tem Davis seconded the item, which was unanimously approved by Town Council.

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**NEW BUSINESS**

1. Ordinance 2016-01 Amending the 2015-2016 Budget

Mayor Busby read aloud Ordinance 2016-01 and stated that a public hearing was held during the work session portion of this meeting.

Councilwoman Sturkie made a motion to approve Ordinance 2016-01 as submitted. Councilman Dinkins seconded the motion, which opened the item up for discussion.

Council discussed the following line items: Utilities, Building & Maintenance, Donations, and Repair & Maintenance.

Mayor Busby called for a final vote. Council unanimously approved the first reading of Ordinance 2016-01.

2. Resolution 2016-02 Certification of Jury Roll

Mayor Busby read aloud Resolution 2016-02.

Councilman Dinkins made a motion to approve Resolution 2016-02 as submitted. Councilwoman Sturkie seconded the motion, which was unanimously approved by Town Council.

3. Midland Dixie Youth Baseball Sponsorship (donation)

Mayor Busby stated that on an annual basis, we set aside Six Hundred and Fifty Dollars to sponsor two teams.

Councilman Dinkins made a motion to approve the donation to sponsor two teams that will physically be playing in town at the MDYB fields. Councilwoman Sturkie seconded the motion, which opened the item up for discussion.

Council discussed the increase in sponsorship for teams and whether to include a banner and album ad in the donation.

Councilman Dinkins amended his previous motion to reflect the increase in cost of team sponsorship for a total of Seven Hundred Dollars. Councilwoman Sturkie seconded the amended motion, which was unanimously approved by Town Council.

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4. Landscape Maintenance for 2016 - Property & Recreation  
Committee

Mayor Pro-tem Davis updated Council on the annual Landscape Maintenance Bid submission form. The bid package now includes the portion of the Town Hall/Senior Center that was previously taken care of by Lexington County Recreation & Aging Commission. The annual Landscaping bid was posted in the Chronicle and is due by January 22, 2016. The Property and Recreation Committee will advise Council on their recommendation prior to Town Council vote during the February 9, 2016 meeting.

5. PRPD Policy Manual update-Section 7.01 Body Worn Camera  
Policy (MVR)

Chief Parker stated that the amended policy was required by the South Carolina Criminal Justice Academy after the original policy was turned down. Chief Parker has submitted in the new JAG Grant a total of ten cameras. While this has become an unfunded mandate. Police Department is only required to keep videos on file for fourteen days unless it involves a major crime.

Councilman Dinkins made a motion to approve the amended Body Worn Camera Policy (MVR) as submitted. Mayor Pro-tem Davis seconded the motion, which was unanimously approved by Town Council.

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**Citizen's Comment Time**

No one in attendance spoke.

**ADJOURN**

With no further business to discuss, Mayor Pro-tem Davis moved to adjourn, with a second by Councilman Dinkins. With the Council's unanimous approval, Mayor Busby adjourned the meeting at 7:47P.M.

Respectfully submitted,

Viki M. Miller, Town Administrator

APPROVED:

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David L. Busby, Mayor

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

**Approved 2/9/2016**