

Town of Pine Ridge

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



April 12, 2016 TOWN COUNCIL MEETING

Town Council Work Session

- 6:45 P.M. - 6:50 P.M. Review of Administrative Department Report
- 6:50 P.M. - 6:52 P.M. Review of Police Department Report
- 6:52 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. March 8, 2016 Regular Scheduled Meeting

Old Business

- 1. Town 60th Anniversary in 2018
- 2. Town Hall/PD renovation project
- 3. RFP16-01:Cleaning of the Municipal Complex-Property & Recreation Committee Recommendation
- 4. Council/attendees briefing May Work Session with MASC Representative, Mr. Jeff Shacker
 - a) Council's role/responsibility
 - b) Business license legislation/MASC's role

New Business

- 1. Executive Session - Personnel Matter
- 2. RFP16-01:Cleaning of the Municipal Complex - Council vote
- 3. Approval of Amended RFP16-01:Cleaning of the Municipal Complex
- 4. 2016-04 Proclamation of Peace Officers Memorial Day
- 5. Presentation for Town Administrator Viki Miller

Citizen's Comment Time

ADJOURN

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Approved

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

Staff present: Chief Parker, Patrolman Powell & Town Administrator, Viki Miller

6:47 P.M. - 6:49 P.M. Review of Administrative Department Report

Written Administrative Department reports were included in the Council packets. Council discussed the current month end budget.

6:49 P.M. - 6:52 P.M. Review of Police Department Report

Written Administrative Police Department reports were included in the Council packets. Chief Parker & Mayor Busby attended West Metro Chamber of Commerce breakfast for Officer of the Month Patrol Neeley. Chief Parker stated that the Criminal Justice Academy reviewed training records and the Town passed all requirements, in which they stated that since Chief Parker is out on medical leave the town will need to name an Interim Chief. Chief Parker recommended to Council that the Interim Chief be Patrolman Eddie Powell as he lives near, has the most experience and has a great working relationship with Chief Parker.

6:52 P.M. - 6:58 P.M. Informational Council Discussion:

Council discussed the following:

- Lexington County Development Board meeting at Lexington Medical Center on May 31st.
- Mayor Busby, Sandy Busby, Susan Busby, Floyd & Rick Dinkins all volunteered at the Lexington County Recycle Day, which had record attendance.
- Mayor Busby stated that two residents will be dearly missed, Mr. Larry Sharpe and Mr. Bill White.
- Mayor Busby proposed a memorial at the Camp Moore/Styx park in honor of our veterans and first responders. Mayor Busby will speak with the Adjutant General and feels it will be a perfect place near the historical firing range wall.
- Councilwoman Sturkie spoke about Congaree Baptist Church's upcoming Car Bazaar B-Q and how the funds raised will be used to assist the community.

Mayor Busby closed this portion of the work session.

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TOWN COUNCIL MEETING - 6:58 P.M.

CALL TO ORDER

Mayor Busby called the Town Council meeting to order at 6:58 P.M. with Mayor Pro-tem Davis and Councilman Wells.

Staff present: Chief Parker, Patrolman Powell & Town Administrator, Viki Miller

INVOCATION

Mayor Pro-tem Davis 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. March 8, 2016 Regular Scheduled Meeting

Councilman Wells made the motion to approve the minutes of March 8, 2016 as submitted. Councilwoman Sturkie seconded the motion, which was unanimously approved by Town Council.

OLD BUSINESS

1. Town 60th Anniversary in 2018

Mayor Busby asked Committee Chair Dinkins if there were any updates available. Councilman Dinkins advised Council he had done some research on carnival rides and needs a confirmed date to be able to get the best quote. Council discussed some dates and it was decided that Councilman Dinkins would bring a couple of dates for Council to consider at the May meeting. Councilwoman Sturkie stated that she would need approximately \$500 to begin a beauty pageant. This would cover supplies and payment of a pageant director for the first year to make sure it is successful. Councilwoman Sturkie felt confident after the first year; she would be able to maintain a level of success with a professionally guided year under her belt. Councilwoman Sturkie will bring a proposed budget for the pageant and parade to the May meeting.

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2. Town Hall/PD renovation project

Mayor Busby stated that a successful bidder was selected by Lexington County to install an underground drainage system that will reroute stormwater away from the building. Once the project is complete, the County will begin contract negotiations for the purchase of the building that belongs to Lexington County Recreation & Aging Commission.

3. RFP16-01: Cleaning of the Municipal Complex-Property & Recreation Committee Recommendation

Property & Recreation Committee recommended that the bid that was received be thrown out due to not submitting the required information and revising the RFP to include a bi-weekly and monthly bid.

4. Council/attendees briefing May Work Session with MASC Representative, Mr. Jeff Shacker

- c) Council's role/responsibility
- d) Business license legislation/MASC's role

Mayor Busby reminded Council that Mr. Shacker will be in attendance for the May work session.

NEW BUSINESS

1. Executive Session - Personnel Matter

Mayor Busby announced that Council would be going into executive session to discuss a personnel matter.

Councilman Wells made the motion to go into executive session. Councilman Dinkins seconded the motion, which was unanimously approved by Town Council.

Upon Council's return, Mayor Busby stated that no votes were taken.

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Mayor Pro-tem Davis made a motion to add an item to the agenda "Interim Police Chief appointment". Councilman Wells seconded the motion, which was unanimously approved by Town Council.

2. Interim Police Chief appointment

Councilman Wells made a motion to begin discussion on the appointment of an Interim Chief. Councilwoman Sturkie seconded the motion, which was unanimously approved by Town Council.

Council discussed this is a requirement by the South Carolina Criminal Justice Academy until Chief Parker returns from medical leave.

Public Safety Committee member Wells made a motion that Patrolman Eddie Powell should be assigned as Interim Chief based on Chief Parker's recommendation. Councilman Dinkins seconded the motion.

Mayor Busby stated that any salary increase will be discussed after a six month review has been conducted.

Town Council unanimously approved Patrolman Eddie Powell as Interim Police Chief.

3. RFP16-01:Cleaning of the Municipal Complex - Council vote

Councilman Wells made a motion to reject the bid received for RFP16-01 as submitted. Mayor Pro-tem Davis seconded the motion, which was unanimously approved by Town Council.

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4. Approval of Amended RFP16-01:Cleaning of the Municipal Complex

Mayor Busby stated RFP16-01 has been amended to a bi-weekly, monthly and a special event schedule of cleaning. It also removes the requirement to provide paper products and includes a check list for vendors to ensure they submit the proper paperwork.

Councilman Wells made a motion to approve the amended RFP16-01 as submitted. Councilwoman Sturkie seconded the motion, which was unanimously approved by Town Council.

5. 2016-04 Proclamation of Peace Officers Memorial Day

Mayor Busby read aloud Resolution 2016-04, which designates May 15th as Peace Officers' Memorial Day.

Councilwoman Sturkie made a motion to approve Resolution 2016-04 as submitted. Councilman Dinkins seconded the motion, which was unanimously approved by Town Council.

6. Presentation for Town Administrator Viki Miller

Mayor Busby & Council thanked the Town Administrator for her ten years of service to the Town of Pine Ridge with a plaque. The Mayor invited all those in attendance to join in a small reception at the completion of the meeting.

Citizen's Comment Time

Friends of the Library, Delores Gambrel and Carol Clark spoke to Council regarding the various programs and asking for a donation for the items that the County does not supply.

Former Councilmen Wally Price and Mike McMillan spoke in appreciation of the Town Administrator, as well as South West Ledger Editor Paul Kirby.

Matthew Scott of the Arborgate subdivision spoke to Council regarding additional police patrol, school crossing guards, stormwater drainage, mosquitoes, Cayce sewer, County response time, rental homes, fireworks and barking dogs.

Approved

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ADJOURN

With no further business to discuss, Councilman Wells moved to adjourn, with a second by Councilwoman Sturkie. 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: _____