

# Town of Pine Ridge

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IN ACCORDANCE WITH GOVERNOR MCMASTER'S EXECUTIVE ORDER 2020-13, THE TOWN HALL WILL NOT BE OPEN TO THE PUBLIC FOR THE APRIL TOWN COUNCIL MEETING. THE PUBLIC IS ENCOURAGED TO EMAIL WRITTEN COMMENTS TO THE MUNICIPAL CLERK AT [skyzer@townofpineridgesc.com](mailto:skyzer@townofpineridgesc.com) AND JOIN THE MEETING ON FACEBOOK LIVE.

## APRIL 14, 2020 REGULAR SCHEDULED TOWN COUNCIL MEETING AGENDA

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

### Freedom of Information Act Compliance

### Approval of Minutes

1. March 10, 2020 Regular Scheduled Council Meeting

### Old Business

1. Estates at Indigo Bond Estimate to repair infrastructure
2. Indigo Place Bond Estimate to repair infrastructure

### New Business

1. Ordinance 2020-21 Emergency Ordinance authorizing Electronic Meetings
2. Ordinance 2020-22 Emergency Ordinance suspending meetings of Town Boards/Commissions and extending Business License renewal deadline
3. Finance Committee Donation update: MDYB Golf Tournament
4. Friends of South Congaree-Pine Ridge Library (donation)
5. RFP20-01 Landscape Maintenance for 2020-P&RC Recommendation & Council vote

### Citizen's Comment Time – (email to [skyzer@townofpineridgesc.com](mailto:skyzer@townofpineridgesc.com))

### ADJOURN

For your convenience, an Agenda with attachments is available online at [www.townofpineridgesc.com](http://www.townofpineridgesc.com).

DUE TO ORDINANCE § 1-303 & § 1-306, A QUORUM OF COUNCIL MUST PHYSICALLY MEET IN ORDER TO APPROVE AN EMERGENCY ORDINANCE. PER SC CODE OF LAWS §5-7-250, MUNICIPALITIES ARE AUTHORIZED TO ADOPT EMERGENCY ORDINANCES, WHICH REQUIRE ONE READING, APPROVED BY AFFIRMATIVE VOTE OF 2/3 OF COUNCIL MEMBERS IN ATTENDANCE. EMERGENCY ORDINANCES TAKE EFFECT IMMEDIATELY AND HAVE A MAXIMUM DURATION OF 60 DAYS. THE ORDINANCE MAY BE REPEALED BY COUNCIL AT ANY TIME DURING THE 60-DAYS AND CAN BE EXTENDED FOR AN ADDITIONAL PERIOD OF TIME NOT EXCEEDING 60-DAYS.

**TOWN OF PINE RIDGE**  
**Town Council Minutes**  
**Regular Scheduled Work Session**  
**March 10, 2020**



Council Present: Mayor Wells, Mayor Pro-Tem Davis, Councilman Simms, Councilman Dinkins and Councilwoman Sturkie

Staff Present: Town Administrator, Mrs. Miller, Municipal Clerk, Mrs. Kyzer and Chief Parks

**6:45 P.M. – 6:46 P.M. – 2018-2019 Audit Update by Mr. Dean Richardson of McGregor & Company, LLP**

Mr. Richardson was not in attendance. The Mayor stated that if he arrived, Council would work him in to the agenda.

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

Written Administrative Department Reports were in the Council packets for review. Mayor Wells advised Council that Mrs. Miller or Mrs. Kyzer were available to answer any questions.

Council had no questions or comments.

**6:47 P.M. – 6:50 P.M. Review of Police Department Administrative Report**

Chief Parks updated Council with the following Crime Stats for the month of February, 2020:

1 Burglary/Breaking and Entering	1 Family offense/Non-Violent
2 Thefts from Motor Vehicles	3 Runaways
5 Traffic Violations except DUI violations	1 Fraud Breach of Trust
2 Trespass of real property	6 Assisting another agency
5 NRP (Incident not reported)	

Traffic/Warning Tickets – 147 Uniformed Traffic Citations

Arrests – 4 arrest made, 2 warrants signed and issued by the Judge

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Community Contacts/Events:

Pine Ridge Police Department Officers had over 210 community contacts for the month and made 170 business visits throughout the town. Pine Ridge Police Officers are constantly visiting the schools to show a presence. The Pine Ridge Police Department hosted its first R.E.A.C.H. program at the Senior Center on March 3<sup>rd</sup>, 2020. Chief Parks stated that they had received a great response from the community since starting this new program. The workshop included Safety, Identity Theft and Scams, with about 30 seniors present. Peeples Designs donated two amazing hand carved wood signs, which will be displayed inside the Police Department.

Updates

The Police Department submitted a grant to D.P.S. on February 21<sup>st</sup>, 2020. The grant is for the funding of additional Body Worn cameras.

Officer Swanson's last day before he reports for military duty is Friday, March 6<sup>th</sup>, 2020.

There were two applications for the Code Enforcement position with two full background checks completed.

**6:50 P.M. – 6:51 P.M. Informational Council Discussion**

Major Wells updated Council, stating that the Audio Video System is in with the exception of the 2 power strips being installed. We are waiting for the electrician to do the installation.

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6:51 P.M. – Town Council Meeting

**CALL TO ORDER**

Mayor Wells called the Town Council Meeting to order at 6:51 P.M. with Mayor Pro-Tem Davis, Councilman Simms, Councilman Dinkins and Councilwoman Sturkie present.

Staff present: Town Administrator, Mrs. Miller, Municipal Clerk, Mrs. Kyzer and Chief Parks.

**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. February 11, 2020 Regular Scheduled Council Meeting

A copy of the February 11, 2020 Minutes was in the Council packets. Mayor Wells asked Council to review the minutes and if there were any questions or comments that Mrs. Miller or Mr. Kyzer were available.

Councilwoman Sturkie made the motion to approve the February 11, 2020 minutes, as submitted. Councilman Dinkins seconded the motion, which was unanimous.

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**OLD BUSINESS**

**1. Estates at Indigo Bond Estimate to repair Infrastructure**

Mayor Wells stated that he had ridden down Oak Hill Road and the ground had been broken and they were working on the grading and drainage part. He stated that he had not heard when it would be complete.

**2. Indigo Place Bond Estimate to repair infrastructure**

Mayor Wells stated that this would be done when Item #1 is completed, as per Lexington County Councilman Todd Cullum.

**NEW BUSINESS**

**1. PD Policy Manual Revision Section 3, Chapter 4: Body Worn Video & Audio Equipment**

Chief Parks updated Council regarding the Policy Manual Revision for the Body Worn Video & Audio Equipment. Chief Parks explained that he had applied for a grant for 5 Body Cams. The Police Department Policy was missing some vital verbiage that the Criminal Justice Academy's attorney said needed to be revised for the 2020 Grant. Specifically, who is entitled to view the recordings.

Mayor Wells stated that a motion and second was needed to approve this, and suggested that the Town's attorney, Matt LaFave review and approve the changes.

Councilman Simms made the motion to approve the proposed Police Department Policy revisions after final approval by Matt LaFave. Councilman Dinkins seconded the motion, which was unanimously approved.

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**2. Resolution 2020-20: Waive BL for Car-Bazaar-Q-event held by Congaree Baptist Church**

Mayor Wells asked Councilwoman Sturkie to share information about this event.

Councilwoman Sturkie said she would explain it but had to recuse herself from the vote, since she is a member at Congaree Baptist Church. She said this is a fund-raising event that the church has done for several years. Helping with things such as families in need in the community, an emergency fund and their building fund. She said it is a Car show, BBQ dinner and Vendor event. The vendors are charged a fee to participate and if they are charged an additional business license fee, they probably would not participate. Therefore, since it is a fund-raising event, she is asking that the fee be waived.

There was some Council discussion regarding waiving the fees on a case-by-case basis.

Councilman Dinkins made the motion to approve waiving the BL fee for the Car Bazaar-Q-event. Councilman Simms seconded the motion. It was unanimously approved. Councilwoman Sturkie completed a recusal form, which is on file in the Municipal Clerks Office.

**3. 2020 Annual Tree Lighting & Parade**

Mayor Wells informed Council of a complaint he received last year regarding the dates of this event changing within a week or so of the event taking place. This caused a problem for one of our volunteers who could not reschedule. Also, a committee member, not a Council member, called saying the date had been changed.

Council discussed that the first Saturday in December would be the best time to set as a permanent date. This year it would be on December 5<sup>th</sup>, 2020.

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Councilwoman Sturkie said that the time to begin the parade may change when it is determined how many entries there would be.

Councilman Dinkins made the motion to approve the Tree Lighting & Parade take place on the first Saturday in December. Mayor Pro-Tem Davis seconded the motion, which was approved unanimously.

4. Adjourn to Executive Session: Personnel matters: Discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee, or a person regulated by a public body (SC Law 30-4-70 (a)(1))

Mayor Pro-Tem Davis made a motion to adjourn to executive session.

Councilman Dinkins clarified the motion that Council go into executive session to discuss personnel matters as allowed by SC Code of Laws, Section 30-4-70 (a)(1), which includes discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee, or a person regulated by a public body or the appointment of a person to a public body.

Mayor Pro-Tem Davis agreed the clarification. Councilwoman Sturkie seconded the motion, which was unanimously approved.

5. Reconvene to Regular Session

Councilman Simms made a motion to Reconvene to Regular Session. Pro-Tem Davis seconded the motion, which was unanimously approved.

Mayor Wells stated that no votes were taken during Executive Session other than to adjourn & resume the meeting.

6. Possible Actions by Council in follow up to Executive Session

1. Councilwoman Sturkie made a motion to approve the salary range for the Town Employees. Councilman Simms seconded the motion, which was unanimously approved.

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2. Councilwoman Sturkie made a motion to move Swanson to the suggested increase in salary and retro-activate that pay from his one- year anniversary. The motion was seconded by Councilman Dinkins which, was unanimously approved.

3. Mayor Pro-Tem Davis stated that Council was approached about the possibility of the Town of Pine Ridge providing an SRO for Wood Elementary School. The Public Safety Committee met with the Superintendent of Lexington 2, to discuss the Town's financial inability to provide the required equipment and the Town's portion of the SRO's salary on an annual basis. The town does not have a tax base and revenue is dependent on the economy in business licenses.

Mayor Pro-Tem Davis stated that the Superintendent indicated that The City of Cayce was willing to provide an SRO, if we would be in agreement to sign a memorandum of agreement with the City of Cayce that would give that officer the appropriate jurisdiction to act while on the school grounds.

Council discussed the SRO program. Councilman Dinkins stated he would need to recuse himself from the vote as he is the Assistant Principal at Wood Elementary.

Mayor Pro-Tem Davis made the motion that Council sign the memorandum of agreement with the City of Cayce to provide an SRO with Wood Elementary as soon as possible. Councilman Simms seconded the motion. Councilman Dinkins asked to sign a recuse since he worked for Lexington District II. Councilman Dinkins completed a recusal form, which is on file in the Municipal Clerks office. The vote was unanimously approved.

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**CITIZENS COMMENT TIME**

Maria Urbanek of Brookfield Circle

Ms. Urbanek stated she would like for Council to consider street cameras in Pine Ridge. She stated that it could be helpful in determining the cause of wrecks. She spoke with Chief Parks during executive session and she believes there might be grants available for that.

Mayor Wells thanked her for her comments.

**ADJOURN**

With no further business to discuss, Mayor Pro-Tem Davis moved to adjourn, with a second by Councilman Dinkins. With Council's unanimous approval, Mayor Wells adjourned the meeting at 8:00 P.M.

Respectfully Submitted,

\_\_\_\_\_

Susan Kyzer, Municipal Clerk

APPROVED:

\_\_\_\_\_

Robert M Wells, Jr., Mayor

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

**PUBLIC NOTICE**  
**Town of Pine Ridge**

During the regular scheduled Town Council meeting on April 14, 2020, the Pine Ridge Town Council will consider adopting two emergency ordinances, which will expire on the 61<sup>st</sup> day:

- Ordinance 2020-21: Authorizing Electronic Meeting of Council, Quorums and Voting by Electronic Means, and Other Related Measures for Council Meetings
- Ordinance 2020-22: Suspending Tax Penalties and Extending Deadline for Business License Taxes, Postponing Certain Meetings of Town Boards and Commissions, and Extending Certain Code Deadlines for Town Staff or Town Council Action

Copies of the proposed are available online at [www.townofpineridgesc.com](http://www.townofpineridgesc.com)

We encourage the public to email written comments to the Municipal Clerk at [skyzer@townofpineridgesc.com](mailto:skyzer@townofpineridgesc.com) and join us on Facebook Live.





