

Town of Pine Ridge

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DECEMBER 12, 2023 REGULAR SCHEDULED TOWN COUNCIL MEETING AGENDA

6:30 P.M. - Town Council Work Session

6:30 P.M. – 6:45 P.M. Public Hearing Ordinance 2023-14: Map Amendment request#20230906

6:45 P.M. – 6:55 P.M. Presentation to students earning perfect scores on the SCReady test

6:55 P.M. – 6:56 P.M. Review of Administrative Department Report

6:56 P.M. – 6:57 P.M. Review of Police Department Administrative Report

6:57 P.M. – 6:58 P.M. Council Standing Committee Reports:

- a) Finance Committee-Chair Davis & Member Dinkins
- b) Property & Recreation Committee-Chair Simms & Member Sturkie
- c) Employee Grievance Committee-Chair Dinkins & Members Sturkie & Urbanek

6:58 P.M. – 7:00 P.M. Informational Council Discussion:

- a) Annual Senior Center Luncheon update
- b) Christmas Parade & Tree Lighting update
- c) Camp Moore/Styx upgrades

7:00 P.M. - Town Council Meeting

1. Call to Order
2. Roll Call and Determination of Quorum
3. Invocation
4. Pledge of Allegiance
5. Freedom of Information Act Compliance

Approval of Minutes

1. November 14, 2023 Regular Scheduled Council Meeting

Old Business

1. Consideration of Financial Audit Services for fiscal year 2023/2024
2. Consideration of Ordinance 2023-12: Amending Business License Ordinance *second reading

New Business

1. Consideration of Ordinance 2023-14: Map Amendment request #20230906 for TMS#006898-02-050 on Oak Hill Road submitted by Millrace Development, LLC on behalf of property owner Mr. Bryan Jackson to change zoning district from R-1 (Single family residential district) to BI (Basic Industrial)
2. Adjourn to Executive Session
 - a) Personnel matters: 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. 30-4-70 (a)(1)
3. Reconvene to Regular Session
4. Possible Actions by Council in follow up to Executive Session

Citizen's Comment Time – (email to vmiller@townofpineridgesc.com by 5pm on 12/11/2023)

ADJOURN

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Work Session
December 12, 2023

Council members present: Mayor Davis, Mayor Pro-Tem Simms, Councilman Dinkins and Councilwoman Urbanek.

Absent: Councilwoman Sturkie

Staff present: Town Administrator, Mrs. Miller and Chief Neeley

6:31 P.M. – 6:35 P.M. – Presentation to students earning perfect scores on the SCReady test

Mayor Davis welcomed everyone and asked the body to allow the Chair to make a quick change in the meeting order to make a presentation to the three students who made a perfect score on the SCReady test. Mayor Davis explained what the SCReady test.

Mayor Davis presented Mr. Cayden Glover, along with his family, a gift from the Town of Pine Ridge for his accomplishment. Mayor Davis added that he will visit Pine Ridge Middle School to give the other two students their gift.

6:35 P.M. – 6:48 P.M. – Public Hearing Ordinance 2023-14: Map Amendment request#20230906

Mayor Davis read aloud the public hearing notice that was published and mailed to the nearby property owners.

Mayor Davis read a list of allowed usages and stated that this was a zoning change request only and not the actual project request, which is required to go through an approval process with the Town's Planning Commission.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Work Session
December 12, 2023

Mayor Davis opened the public hearing stating that when coming to the podium, state your name and address prior to making your statement. Each speaker will be given no more than three (3) minutes and may only speak once.

Mayor Davis called for those who would wish to speak in favor of the map amendment:

Rob McAlister – Millrace Development
Wally Price – Fish Hatchery Road
Barret Sloan – Myrtle Road
Daniel McCall – Oakhill Road

Mayor Davis called for those who wish to speak against the map amendment, no one in attendance chose to speak. Mayor Davis stated that Council had received copies of comments from several residents, including those that wrote when the item was before the Planning Commission:

David Busby – Oakhill Road
Rita Williams – Vista View Drive
Marcus and Lakeshia Dawkins – Vista View Drive
Rhiannon Naumann – Bramblewood Circle
Amy and Clyde Ditolla – Rolling Hills Court

Mayor Davis closed the public hearing at 6:48 P.M.

6:48 P.M. – 6:49 P.M. Review of Administrative Department Report

Mayor Davis asked if there were any questions by Council regarding the Administrative Department Report, and there were none.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Work Session
December 12, 2023

6:49 P.M. – 6:50 P.M. Review of Police Department Administrative Report

Chief Neeley gave the following report for the month of October:

- 31 citations (21 speeding & 15 warning)
- 5 calls for service
- 8 assists to other agencies
- 56 community contacts
- 22 property checks

Council had no comments or questions for Chief Neeley.

6:50 P.M. – 6:52 P.M. Council Standing Committee Reports:

- a) Finance Committee – Chairman Davis stated that he had updated Council members on the Employee Service Recognition that was approved during the November meeting.
- b) Property & Recreation Committee – Chairman Simms stated that the Committee recommends three sites for the Little Free Library, as follows:
 - Next to the blessing box
 - Near the picnic area at Camp Moore/Styx
 - At the playground at Midland Girls softballMayor Davis stated this item will be on the January agenda for Council to make a final decision.
- c) Employee Grievance Committee – Chairman Dinkins stated there was nothing to report.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Work Session
December 12, 2023

6:52 P.M. – 6:59 P.M. Informational Council Discussion

Mayor Davis discussed the following:

- a) Annual Senior Center Luncheon update: Mayor Davis stated that the annual luncheon with the senior center was held with Santa and Mrs. Claus, Conley the magician. Special thanks to Manager Greg Lee at Food Lion in South Congaree, who was generous with food boxes for each senior and three gift cards for their bingo games totaling forty-five dollars. Mayor Davis concluded with additional thanks to everyone who participated in making the event a success, which included the public who adopted each senior, made cards for them and helped wrap the gifts.

- b) Christmas Parade & Tree Lighting update: Mayor Davis stated that with disappointment the event was canceled due to the anticipated rainstorm. Special thanks to the members of the Ad-Hoc Committee, those that had signed up to be parade participants, Pastor Freeman of Congaree Baptist Church and Councilman Dinkins and his son. Meet Santa, crafts and drawing for light shows on Friday, December 15th from 6pm to 8pm at the town hall, rain or shine.

- c) Camp Moore/Styx upgrades: Mayor Davis stated that Camp Moore/Styx is a historical venue that played a pivotal role in World War I. The Town's goal is to share the history with the public by working with other entities to restore and highlight the history of this area and possibly include a public restroom for visitors.

Mayor Davis asked Council if there was anything else to discuss. Hearing none, Mayor Davis closed the work session at 6:59 P.M.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 12, 2023

1. Call to order: Mayor Davis called the meeting to order at 6:59 P.M. with Mayor Pro-Tem Simms, Councilman Dinkins and Councilwoman Urbanek present.

Absent: Councilwoman Sturkie

Staff present: Town Administrator, Mrs. Miller & Chief Neeley

2. Roll call and Determination of Quorum: Mayor Davis stated for the record, that a quorum had been established.
3. Invocation: Councilman Simms led those in attendance in prayer.
4. Pledge of Allegiance: Mayor Davis led the Pledge of Allegiance
5. Freedom of Information Act Compliance: Mayor Davis stated for the record, the town had met all of the requirements of the Freedom of Information Act.

Approval of Minutes

1. November 14, 2023 Regular Scheduled Council Meeting

Councilman Dinkins made the motion to approve the November 14, 2023 minutes, as submitted. Councilwoman Urbanek seconded the motion, which was unanimously approved.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 12, 2023

Old Business

1. Consideration of Financial Audit Services for fiscal year 2023/2024

Mayor Davis stated in an effort of being good stewards of the town's resources, he contacted several other entities for input who all agreed that the town was getting a very good deal with some quotes twice as much. In accordance with the town ordinance, this would not be required to go out for bid. The 2022/2023 audit was \$10,500.00 and the proposed 2023/2024 is \$11,250.00.

Councilman Dinkins made a motion to approve Rish & Enzastiga, CPAs for the 2023/2024 financial audit. Mayor Pro-Tem Simms seconded the motion, which was unanimously approved.

2. Consideration of Ordinance 2023-12: Amending Business License Ordinance *second reading

Mayor Davis stated the public hearing and first reading were held had been held during the work session. South Carolina's Act 176, the Business License Standardization Act, requires every municipality and county government with a business license tax to updates its business licensing class schedule every odd-numbered year to go into effect the following year. In order to remain in compliance with state law, the town needs to approve the ordinance.

Mayor Pro-Tem Simms made the motion to approve the second reading of Ordinance 2023-12. Councilman Dinkins seconded the motion, which was unanimously approved.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 12, 2023

New Business

1. Consideration of Ordinance 2023-14: Map Amendment request #20230906 for TMS#006898-02-050 on Oak Hill Road submitted by Millrace Development, LLC on behalf of property owner Mr. Bryan Jackson to change zoning district from R-1 (Single family residential) to BI (Basic Industrial).

Mayor Davis reminded Council that they were voting on the map amendment, not the actual project. If the map amendment is approved, any proposed project will go back to Planning under a Group Development application, which will include water, sewer, landscaping, etc. The Planning Commission compared the proposed request to the Comprehensive Plan to determine if it was compliant with the Town's Comprehensive Plan and stipulated their approval with three conditions: (1) the Town of Pine Ridge will not be held liable for the condition of the property proposed to be annexed as the entrance to the development (2) There will be no access to the proposed development from Oak Hill Road (3) There will be a fifty-foot buffer between the proposed development and any abutting residential property to include all portions abutting Oak Hill Road. The buffer will remain in its' natural vegetative state, to include existing pine trees and additional requirement to fill in per the Town of Pine Ridge Landscaping Ordinance.

Mayor Davis called for a motion to open for discussion.

Councilman Dinkins made a motion to approve Ordinance 2023-14 and include the following conditions: (1) the Town of Pine Ridge will not be held liable for the condition of the property proposed to be annexed as the entrance to the development (2) There will be no access to the proposed development from Oak Hill Road (3) There will be a fifty-foot buffer between the proposed development and any abutting residential property to include all portions abutting Oak Hill Road. The buffer will remain in its' natural vegetative state, to include existing pine trees and additional requirement to fill in per the Town of Pine Ridge Landscaping Ordinance.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 12, 2023

Councilwoman Urbanek seconded the motion, which opened the item for discussion.

Mayor Pro-Tem Simms asked Chief Neeley if there would be any problem patrolling the area. Chief Neeley responded that he did not see any problem.

Mayor Davis stated since there were no further questions, he was requesting a roll-call vote on the motion.

Councilwoman Urbanek – approved

Mayor Pro-Tem Simms – approved

Councilman Dinkins – approved

Mayor Davis – approved

2. Personnel matters: 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.
30-4-70 (a)(1)

Mayor Pro-Tem Simms made a motion to go into executive session.

Mayor Davis asked Mayor Pro-Tem Simms to amend his motion.

Mayor Pro-Tem Simms amended his motion to include that Council was going in to executive session to discuss personnel matters which is allowed by 30-4-70 (a)(1) 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.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 12, 2023

Mayor Davis asked Mayor Pro-Tem Simms if he would allow him to amend his motion to include inviting the Town Administrator and Chief of Police. Mayor Pro-Tem Simms agreed on the amended motion and Mayor Davis called for a second. Councilman Dinkins seconded the motion, which was unanimously approved.

3. Reconvene to Regular Session

Councilman Dinkins made a motion to reconvene to regular session. Councilwoman Urbanek seconded the motion, which was unanimously approved.

Mayor Davis stated that no votes were taken during executive session other than to adjourn and resume the meeting.

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

Mayor Davis stated there were no issues to discuss.

Citizens Comments

Mayor Davis asked if there were any emailed comments and there were none. He then asked if there was anyone in attendance that had any questions or comments.

Mrs. Hattie McMahan of Meadow Crest was concerned about a neighbor running a business out of their home.

Chief Neeley added that he spoke to the property owner about zoning restrictions and obtaining a business license.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 12, 2023

Adjourn

With no further business to discuss, Councilwoman Urbanek made a motion to adjourn. Councilman Dinkins seconded the motion. With Council's unanimous approval, Mayor Davis adjourned the meeting at 7:52 P.M.

Respectfully submitted,



Viki M. Miller, Town Administrator

APPROVED:



Daniel D. Davis, Mayor

Date: 1/9/2024