

Town of Pine Ridge

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



As of Tuesday, June 1st, the Town of Pine Ridge has increased the attendance limit to twenty-one seats. Seating has been arranged to allow for three feet of physical distancing and staff will continue to regularly sanitize. Attendees are encouraged to wear face masks while inside the building. Public comments taken prior to meetings and Facebook Live, will continue to remain in place to accommodate those who haven't received a COVID-19 vaccination or don't feel comfortable in indoor spaces with attendees from outside their own household. The public is encouraged to submit written comments by 5PM, on Monday, January 10, 2022 at 2757 Fish Hatchery Road or by email vmiller@townofpineridgesc.com.

January 11, 2022 REGULAR SCHEDULED TOWN COUNCIL MEETING AGENDA

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

- 6:45 P.M. – 6:52 P.M. Review of Administrative Department Reports
- 6:52 P.M. – 6:54 P.M. Review of Police Department Administrative Reports
- 6:54 P.M. – 6:56 P.M. Introduction & Oath of Office for SRO Farmer
- 6:56 P.M. – 6:58 P.M. Council Standing Committee Reports:
 - a) Finance Committee-Chair Davis & Member Dinkins
 - b) Public Utilities & Health Committee-Chair Lewie & Member Simms
 - c) Property & Recreation Committee-Chair Sturkie & Member Simms
 - d) Employee Grievance Committee-Chair Dinkins & Members Lewie & Sturkie
- 6:58 P.M. – 6:59 P.M. Council Special Committee Reports:
 - a) Ad-Hoc Committee for Standing Committees
- 6:59 P.M. – 7:00 P.M. Informational Council Discussion:
 - a) Chief's Forum from 6:00pm to 6:30pm on January 27, 2022
 - b) Council Quarterly Work Session from 6:45pm to 7:45pm on January 27, 2022

7:00 P.M. - Town Council Meeting

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Freedom of Information Act Compliance

Approval of Minutes

1. December 14, 2021 Regular Scheduled Council Meeting

Old Business

None

New Business

1. NPDES Permit SMS4 Annual report 1/1/2021-10/31/2021 submission to DHEC
2. Consideration of Resolution 2022-01: Certification of Jury Roll
3. Lexington County Capital Project Sales Tax (CPST) project(s)
4. Police Department SRO Program Award
5. Consideration of change in PD vehicle graphics & design

Citizen's Comment Time – (email to vmiller@townofpineridgesc.com by 5pm on 1/10/2022)

ADJOURN

TOWN OF PINE RIDGE
BUDGET REPORT
FOR THE SIX MONTHS ENDING DECEMBER 31, 2021

Budget	Total Annual Budget	Current Month Actual	Year to Date Actual	Year to Date %
REVENUES				
BUSINESS LICENSE	123,000.00	250.46	4,902.79	3.99
FINES AND PENALTIES	89,000.00	411.27	4,122.39	4.63
S.C. AID TO SUBDIVISIONS	50,179.00	0.00	12,091.45	24.10
MASC - COURT FINES	1,000.00	0.00	0.00	0.00
MASC - ADMIN FEES	500.00	0.00	0.00	0.00
OFF-DUTY EMPLOYMENT	0.00	0.00	100.00	0.00
DOMINION	132,000.00	0.00	0.00	0.00
SANITATION	430.00	0.00	113.70	26.44
ZONING	5,000.00	250.00	936.00	18.72
SPECTRUM	19,500.00	0.00	5,069.51	26.00
MASC - BL	166,000.00	0.00	98.41	0.06
BELLSOUTH	5,000.00	0.00	1,016.95	20.34
TNC ASSESSMENT	100.00	17.54	17.54	17.54
FUND BALANCE	74,700.00	0.00	0.00	0.00
GRANT INCOME-BPVP	0.00	0.00	1,928.89	0.00
AMERICAN RESCUE PLAN ACT	0.00	0.00	291,762.12	0.00
INTEREST INCOME	450.00	19.61	96.25	21.39
FILING FEES	110.00	0.00	110.00	100.00
SCINRF-REFUND	0.00	0.00	478.01	0.00
MC-BOND ESTREATMENT	4,000.00	0.00	0.00	0.00
SUNDRY	50.00	0.00	86.38	172.76
TOTAL REVENUES	671,019.00	948.88	322,930.39	48.13
EXPENSES				
ADM. TRAINING	700.00	0.00	0.00	0.00
OFFICE SUPPLIES/PRINTING	5,500.00	64.40	1,936.46	35.21
ADM. TECH SUPPORT	2,500.00	0.00	99.99	4.00
ZONING TECH SUPPORT	6,000.00	0.00	0.00	0.00
ACCOUNTING	12,000.00	7,500.00	7,500.00	62.50
LEGAL	6,000.00	0.00	1,960.00	32.67
PAYROLL SERVICES	1,500.00	129.85	698.75	46.58
INSURANCE & BONDING	20,000.00	0.00	18,374.94	91.87
BANK CHARGES	150.00	0.00	0.10	0.07
MILEAGE	500.00	71.19	71.19	14.24
POSTAGE	500.00	0.00	228.67	45.73
UTILITIES	16,500.00	1,488.37	6,300.45	38.18
TELEPHONE	7,180.00	564.94	2,663.85	37.10
INTERNET SERVICES	2,200.00	349.94	1,049.82	47.72
ELECTION EXPENSE	1,500.00	1,684.58	1,684.58	112.31
PUBLIC NOTICES	500.00	0.00	17.50	3.50
DUES	1,450.00	107.00	357.00	24.62
BUILDING & MAINTENANCE	18,500.00	2,811.99	10,280.09	55.57
NPDES PERMITS	8,100.00	36.75	36.75	0.45
PINE RIDGE WEB SITE	1,755.00	0.00	0.00	0.00
BUILDING PURCH/RENO-FUND BAL	74,700.00	10,000.00	10,000.00	13.39
EQUIPMENT	500.00	0.00	0.00	0.00
CAPITAL IMPROVEMENT	5,000.00	0.00	0.00	0.00
DONATIONS	6,500.00	507.00	1,307.00	20.11
CHRISTMAS TREE LIGHTING	1,550.00	1,014.94	1,014.94	65.48

Pending final Audit

TOWN OF PINE RIDGE
BUDGET REPORT
FOR THE SIX MONTHS ENDING DECEMBER 31, 2021

Budget	Total Annual Budget	Current Month Actual	Year to Date Actual	Year to Date %
MEALS AND MEETING - COUNCIL	500.00	0.00	0.00	0.00
SUNDRY	50.00	0.00	0.00	0.00
REPAIR&MAINT	9,000.00	2,426.70	4,697.80	52.20
GAS AND OIL	8,500.00	481.43	2,804.13	32.99
PD TECH SUPPORT	2,500.00	53.75	557.75	22.31
POLICE DEPT.SUPPLIES	1,700.00	0.00	336.84	19.81
DUES	300.00	0.00	0.00	0.00
1033 PROGRAM	500.00	0.00	0.00	0.00
EQUIPMENT	500.00	0.00	0.00	0.00
VEHICLE INSURANCE	5,000.00	0.00	3,213.99	64.28
UNIFORMS	2,000.00	0.00	710.01	35.50
PD EMPLOYMENT CONSULTANT	0.00	0.00	6,502.50	0.00
PD EMPLOYMENT EXPENSES	0.00	0.00	2,539.00	0.00
COMMUNITY RELATIONS	500.00	0.00	0.00	0.00
LAWTRAK LICENSE	4,010.00	0.00	450.00	11.22
TRAINING & MEALS	1,300.00	0.00	20.46	1.57
SALARIES - JUDGES	7,001.00	0.00	3,527.80	50.39
JURY FEES	252.00	0.00	0.00	0.00
INDIGENT DEFENSE	800.00	0.00	0.00	0.00
COURT SUPPLIES	300.00	160.00	357.01	119.00
DETENTION FEES	100.00	0.00	0.00	0.00
COURT TRAINING	2,235.00	0.00	730.19	32.67
COURT ASSESSMENTS	34,000.00	508.15	2,067.82	6.08
COURT DEFENSE ATTORNEY	2,000.00	0.00	750.00	37.50
VA - TRAINING	1,300.00	0.00	0.00	0.00
VA - PAYROLL	8,000.00	0.00	2,070.60	25.88
VA - STATE FUND	4,000.00	3.00	167.92	4.20
VA - OTHER EXPENSES	800.00	0.00	208.76	26.10
VA - SOFTWARE	2,500.00	0.00	0.00	0.00
PAYROLL	236,315.24	14,487.45	93,554.99	39.59
TAXES - PAYROLL	21,000.00	1,213.19	7,921.25	37.72
PART-TIME CLERICAL	19,000.00	1,136.25	6,246.35	32.88
PART-TIME POLICE	20,000.00	627.00	2,889.50	14.45
OFF-DUTY EMPLOYMENT	0.00	0.00	104.00	0.00
WORKMEN'S COMPENSATION	3,000.00	0.00	3,420.00	114.00
EMERGENCY PAID SICK LEAVE ACT	0.00	0.00	1,576.00	0.00
RETIREMENT-POLICE	23,460.92	1,333.29	6,561.61	27.97
RETIREMENT-ADMIN.	17,500.40	1,153.87	5,782.51	33.04
GROUP LIFE	675.00	25.23	185.36	27.46
HEALTH INSURANCE	29,000.00	2,697.62	17,633.92	60.81
TOTAL EXPENSES	670,884.56	52,637.88	243,170.15	36.25
NET INCOME	\$ 134.44	(\$ 51,689.00)	\$ 79,760.24	59,327.76

Pending final Audit

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Work Session
December 14, 2021



Council members present: Mayor Davis, Mayor Pro-Tem Simms, Councilman Dinkins and Councilwoman-Elect Lewie

Staff present: Town Administrator, Mrs. Miller and Police Chief Williams

Mayor Davis opened the Work Session and thanked everyone for either attending in-person or online.

6:31 P.M. – 6:38 P.M. 2020-2021 Audit Presentation by Mr. David Enzastiga of Rish & Enzastiga, CPA's

Mayor Davis asked Mr. Enzastiga to begin his presentation to Council.

Mr. Enzastiga stated that they have completed auditing the financial statements for the year ending June 30, 2021. Rish & Enzastiga agreed with the financial figures and tested them to be able to issue an "Unmodified" opinion, which is the best that they can give. If any issues were found, they would have issued a "Modified" opinion and given details on the issue. They did not find any internal control problems and the financial staff did a very good job of keeping up with the books. Mr. Enzastiga discussed the Management Discussion and Analysis, Statement of Net Position, Statement of Activities, Balance Sheet, Notes to Financial Statements, Long Term Liabilities and Pension Liability.

Mr. Enzastiga concluded his presentation by asking Council if they had any questions. Councilman Simms responded that it looked good. Mayor Davis thanked Mr. Enzastiga for the time spent on the audit and was pleased to hear the good comments and thanked town staff for their work in making sure that the financial documents were organized.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Work Session
December 14, 2021



6:38 P.M. – 7:00 P.M. Presentation: Dominion Municipal Lighting Incentive Program

Mayor Davis stated that during the November Council meeting, Council passed Resolution 2021-13, which approved the change in lighting from HID to LED. In an effort to be more informative, Dominion was invited to give a presentation about the program. Mayor Davis asked Ms. Kimberly Benton to present the program to Council.

Ms. Benton presented Council with a power point presentation, that included a discussion of the following:

- 5-year incentive program to Municipalities
- Changing HID's to LED's (which is a warm white)
- Kelvin range – the higher number the lighting is bluer or purple
- Town pays for a total of 56 lights
- Cayce 12th Street Extension and Knox Abbott Drive have been replaced
- This would not impact HOA or private lighting
- LED is expensive, but incentive offered for 10-year contract to help reduce cost
- Improved full cutoff lighting performance, receive remote monitoring, improved outage communications/control, faster repair response times and better overall customer experience
- LED lighting also has a consistent physical appearance and color
- Adding new lights also qualifies for the conversion incentive
- Timeline: Field conversions were started 1st quarter of 2021

Ms. Benton stated that if Council had any questions after the presentation, they could email her or she would leave her business card with them.

Mayor Davis thanked Ms. Benton for the presentation.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Work Session
December 14, 2021



The Town Administrator, Mrs. Miller called for Mayor Davis and stated that Chief Williams advised her that he was in the middle of something for the Academy and asked if he could be notified when the presentation ended and if it was possible that he was able to give the Police Department report first.

Mayor Davis agreed to Chief Williams giving the Police Department report first.

7:00 P.M. – 7:03 P.M. Review of Police Department Administrative Reports

Chief Williams stated the following:

- 18 citations issued
- 6 incident reports
- 0 traffic collisions worked
- Assisted other Agencies
- Secured grant with MASC for bulletproof vest for Lt. Robinson (\$2k value). Lt is currently using one that fits him pretty good, but these vests should be customized to fit the officer.
- Received the quote for two new vehicles and the equipment that goes inside. Just received the quote for the wrappings, if Council wants it.
- Received quotes to repair old vehicles
- Received approval from Mayor to proceed with repairs
- Repairs completed on F150 & black Tahoe
- Still working on white Tahoe

Mayor Davis stated that he wasn't sure if he went into detail at the last Council meeting when Council approved the purchase of two new vehicles. He added that the first choice was a Dodge Charger, but is not available due to being backordered so they were now looking at the Dodge Durango. Chief Williams agreed with Mayor Davis's statement.

Mayor Davis asked if Council had any questions for Chief Williams.

With no questions, Mayor Davis thanked Chief Williams.

Before leaving the meeting, Chief Williams handed Mayor Davis a piece of paper stating that it was the quote, he had just received for the vehicle wrapping.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Work Session
December 14, 2021



7:03 P.M. – 7:04 P.M. Review of Administrative Department Reports

Mayor Davis informed Council that the Administrative Department Reports were in their packets and asked if there were any questions. Hearing none, Mayor Davis moved to the next item.

7:04 P.M. – 7:05 P.M. – Council Standing Committee Reports

- a) Finance Committee–Chair Davis & Member Dinkins – Chairman Davis stated there was nothing to report.
- b) Property & Recreation Committee–Chair Sturkie & Member Dinkins – Member Dinkins stated there was nothing to report.
- c) Employee Grievance Committee – Chair Simms & Members Dinkins & Sturkie – Chairman Simms stated there was nothing to report.

7:05 P.M. – 7:12 P.M. – Council Special Committee Reports

- a) Ad-Hoc Committee for Old Town Hall Property

Ad-Hoc Committee Member Rachel Ruff presented the Committee’s recommendation for a park-like space to hold community events, which would enhance the small-town spirit, potentially provide revenue and supplied Council with examples of potential events. The Committee recommends it to be done in phases, beginning with lighting, fencing, parking, power and then small stage/amphitheater, picnic tables and pavilion, walking path, small playground and restrooms. The Committee members were unable to reach anyone at Lexington County Recreation and Aging for guidance/best practices and suggests the town hire the services of a professional general contractor with experience to provide assistance with budgeting and spatial planning.

Councilman Dinkins stated it was a pleasure to work with the Committee members and appreciated them being task oriented and their willingness to visit the property to get a lay of the land and thought it was a great experience to be a part of.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Work Session
December 14, 2021



b) Ad-Hoc Committee for Standing Committees

Mayor Pro-Tem Simms stated in regards to their membership, there are two councilmembers and had three residents but two resigned and the third is now an elected councilmember. The Committee has reopened the membership process to any resident who would like to participate. Resident in attendance, Mr. John Valdario spoke up and stated that he would like to volunteer. Mayor Pro-Tem Simms thanked Mr. Valdario.

7:12 P.M. – 7:15 P.M. – Informational Council Discussion

Mayor Davis asked Council if there was anything that any Councilmember would like to share with the Council and the citizens.

Councilman Dinkins stated that the tree lighting ceremony went well and they had Santa and the Grinch in attendance. They are looking at being bigger and better next year and thanked the Pine Ridge Women's Club for their assistance.

Mayor Davis stated that he had an email from a Citizen concerning the intersection of Highway 321 and Fish Hatchery Road. There have been several occasions that people were there soliciting money. Mayor Davis stated this area was not within the town's jurisdiction, but he reached out to the Code Enforcement Manager for Cayce to see if this is something that they authorize. Cayce has not authorized due to safety and their ordinances. Cayce assured Mayor Davis that they would put it on their radar to make sure that this does not happen again.

Mayor Davis stated that he wanted to elaborate on something that was mentioned in the report from the CPA. After tonight's meeting, when Councilman Dinkins signs the check, the Town will have made the last payment on this facility. The Town had five years to pay off the building. Mayor Davis thanked former Mayor Busby for the foresight in initiating the process and his vision has been realized.

Mayor Davis called for any other information that needed to be shared. Hearing none, Mayor Davis closed the Regular Scheduled Work Session at 7:15 P.M.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 14, 2021



7:15 P.M. – Town Council Meeting

1. Call to Order

Mayor Davis called the Town Council Meeting to order with Mayor Pro-Tem Simms, Councilman Dinkins and Councilwoman-Elect Lewie present.

Staff present: Town Administrator, Mrs. Miller

2. Invocation

Councilman Dinkins led those assembled in prayer.

3. Pledge of Allegiance

Mayor Davis led the Pledge of Allegiance.

4. Freedom of Information Act Compliance

Mayor Davis stated that we have met all the requirements of the Freedom of Information Act, pertaining to posting and letting the public know the meeting is taking place.

Approval of Minutes

1. November 9, 2021 Regular Scheduled Council Meeting

Councilman Dinkins made a motion to approve the minutes for November 9, 2021, as submitted. Councilman Simms seconded the motion, which was unanimously approved.

2. November 18, 2021 Bi-Monthly Scheduled Work Session

Mayor Pro-Tem Simms made a motion to approve the minutes for November 18, 2021, as submitted. Councilman Dinkins seconded the motion, which was unanimously approved.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 14, 2021



Old Business

1. SRO Services

Mayor Davis stated that a grant was submitted a couple months ago that would supply and SRO (School Resource Officer) for Herbert A. Wood Elementary. He anticipates that the award will be made in early January 2022. They have done some preliminary work on identifying an officer that would fill that position, so that once the grant is awarded, we would be able to move in an expeditious fashion with the hiring. Mayor Davis concluded that he will continue to keep Council and the residents updated on the grant.

New Business

1. Oath of Office Two-year term unexpired Council seat

Mayor Davis administered the Oath of Office for Councilwoman-Elect Melissa Lewie, with the assistance of her husband.

2. Election of Mayor Pro-Tem

Councilman Dinkins made a motion to nominate Councilman Simms as the Mayor Pro-Tem. Councilwoman Lewie seconded the motion, which was unanimously approved.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 14, 2021



3. Committee Appointments by Mayor per Town Code §1-309 for fiscal year 2021/2022:

Mayor Davis read aloud the duties of each of the committees and stated that they may change pending the recommendation from the Ad-Hoc Committee on Standing Committees. Mayor Davis appointed the following councilmembers:

- a) Finance Committee - Chair Davis & Member Dinkins
- b) Public Safety Committee-Police Commissioner & member: Mayor Davis stated that it is the position of the Chair and he believes this body that this committee no longer serves the best interest of the town. Mayor Davis added that due to this, he will exercise his prerogative to not make an appointment at this time to this committee. It is his hope that the Ad-Hoc Committee that is addressing the Standing Committees will deal with the continuation or deletion of this committee.
- c) Public Utilities & Health Committee-Chair Lewie & Member Simms
- d) Property and Recreation Committee-Chair Sturkie & Member Simms
- e) Employee Grievance Committee-Chair Dinkins & 2 Members of Lewie & Sturkie
- f) Town Purchasing Agent - Town Administrator, Mrs. Miller.

4. 2020-2021 Audit report - Council vote

Mayor Davis recapped the report given by the CPA during the work session:

- Unmodified report meaning we have continued to exercise sound practices and maintained well organized files.
- The Town has more than the three to five months of recommended operating expenses (i.e. rainy day fund).
- Auditor was very gracious for the help he received from staff and Mayor Davis reiterated the point, as it is an arduous task.

Mayor Davis called for a motion to approve the 2020-2021 Audit report submitted to Council by Rish & Enzastiga, CPA's.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 14, 2021



Councilman Dinkins made a motion to approve the 2020-2021 Audit report, as submitted. Councilman Simms seconded the motion, which was unanimously approved.

5. Council Bi-Monthly Work Session

Mayor Davis stated that in June, Council held their first bi-monthly work session. When the new Chief was hired, Council decided to hold a Chief's forum prior to the work session. Both meetings were not well attended, as Council had hoped. However, they do believe that it was the right thing to do so that residents would have the opportunity to come in and hear what is going on in the police department and have informal discussions with council concerning matters that is easier to have that dialogue than during regular council meetings. It has been suggested to move the bi-monthly meetings to quarterly.

The meetings would be scheduled and publicized for the following dates:

- January 27, 2022
- April 22, 2022
- July 28, 2022
- October 27, 2022

Mayor Davis concluded that the Chair would entertain a motion to make any changes to the current work sessions.

Councilman Simms made a motion to change the bi-monthly work sessions to quarterly work sessions to be held on the fourth Thursday with the dates of January 27, April 22, July 28 and October 27, 2022. Councilman Dinkins seconded the motion, which was unanimously approved.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 14, 2021



6. Consideration of AHS Soaring Eagles Cheer Club sponsorship (donation)

Mayor Davis read aloud the donation request from the Soaring Eagle Cheer Club at Airport High School. Mayor Davis added that the current donation policy states that up to one hundred dollars can be donated and if Council approves the donation, he would like to receive a schedule when this group will be performing so that Council can support their efforts.

Mayor Davis called for a motion pertaining to this agenda item. Councilman Dinkins made a motion to accept the request for a donation from the Cheer Club at Airport High School.

Mayor Davis asked Councilman Dinkins what amount would he suggest.

Councilman Dinkins responded with the amount of one hundred dollars.

Mayor Davis called for a second.

Councilwoman Lewie seconded the motion, which was unanimously approved.

7. Correction of date for February Council meeting

Mayor Davis stated that the February Council meeting needed to be corrected from February 15th to February 8th and thanked town staff for reminding him about the note he had written in November when the 2022 calendar was approved.

Mayor Davis stated the Chair would entertain a motion to take corrective action on the February Council meeting date.

Councilman Simms made a motion to correct the February Council meeting from February 15th to February 8th, 2022. Councilwoman Lewie seconded the motion, which was unanimously approved.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 14, 2021



8. RFP2021-02: Landscape/Irrigation/Lighting Design-Build-Install at Town Signs

- a) Property & Recreation Committee Recommendation
- b) Council Vote

Mayor Davis stated this was the second time this project had been put out for bid unsuccessfully. Councilman Dinkins asked if he could make a suggestion, which was agreed to by Mayor Davis.

Councilman Dinkins stated that the Committee that met for the park had talked about this project at their meeting the night before. The Committee wanted to know if this project could be incorporated into what they have planned for the park. Mayor Pro-Tem Simms stated he was thinking the same thing and Council as a whole discussed procedures on how to make that happen.

Councilman Dinkins made a motion to incorporate the Landscape/Irrigation/Lighting Design-Build-Install at the town signs with the Ad-Hoc Committee for the use of the old town hall property. Mayor Pro-Tem Simms seconded the motion, which was unanimously approved.

9. 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)

Mayor Pro-Tem Simms made a motion that Council adjourn to executive session where they will discuss personnel matters covered under State law 30-4-70 (a)(1), which allows for the 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. Councilman Dinkins seconded the motion, which was unanimously approved.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 14, 2021



Mayor Davis apologized due to the size of the council chambers and equipment in the conference room, that those in attendance would have to leave the council chambers.

10. Reconvene to Regular Session

Mayor Davis stated that the Chair would entertain a motion to reconvene regular session.

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

Mayor Davis stated that for the record, there were no votes taken during the executive session.

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

Mayor Davis stated that several months ago Council approved for the Committee to hire an Officer for the third position and as stated earlier they were looking for someone to fill the position of a School Resource Officer (SRO). They have continued to work with our employment agency and believe that they have a candidate that they would like to bring on board. He added that even though the body has agreed to that, they wanted to remain transparent and let this body know that they were ready to move forward with making an offer to another officer.

Mayor Davis stated that the Chair would entertain a motion to allow them to do so.

Councilman Dinkins made a motion to accept the offer of employment.

Mayor Davis called for a second.

Mayor Pro-Tem Simms seconded the motion.

Mayor Davis stated to be clear, they will move forward with making an offer to an Officer to fill one of our vacant positions.

Mayor Davis called for a final vote.

Council vote unanimously.

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Council Meeting
December 14, 2021



Mayor Davis stated that they will share the information once all the i's have been dotted and the t's have been crossed and introduce the Officer to the public and the entire body.

Citizen's Comment Time

Mayor Davis opened the floor up for any residents wishing to speak to Council. No one in attendance wished to speak and the Town Administrator did not receive any emailed Citizen's Comments.

Adjourn

With no further business to discuss, Councilman Dinkins made a motion to adjourn, which was seconded by Councilwoman Lewie. With Council's unanimous approval, Mayor Davis adjourned the meeting at 7:54 P.M.

Respectfully Submitted

Viki M. Miller, Town Administrator

APPROVED:

Daniel D. Davis, Mayor

Date: _____

South Carolina NPDES Permit # SCR030000
Small Municipal Separate Storm Sewer System (SMS4)
Annual Report Template

Permit Coverage # SCR036305 Reporting Period: 1/01/2021 to 10/31/2021

Permittee: Town of Pine Ridge

Program Name: Town of Pine Ridge MS4

Reporting for more than one Program:

(Prepare copies of this page for each Program and attach to this report.)

Responsible Official Information

(Enter the information of the principal executive officer, mayor, or other duly authorized employee/elected official.)

Name: Daniel D. Davis Title: Mayor

Telephone Number: (803) 755-2500 E-mail Address: ddavis@townofpineridgesc.com

Mailing Address: 2757 Fish Hatchery Road, West Columbia, SC 29172

Program Manager Information

(Enter the information of the person who is responsible for daily implementation of the program.)


Name: Viki M. Miller Title: Town Administrator

Telephone Number: (803) 755-2500 E-mail Address: vmiller@townofpineridgesc.com

Mailing Address: 2757 Fish Hatchery Road, West Columbia, SC 29172

Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Responsible Official Signature:  Date: 21 Dec 2021
(The responsible official may authorize another person or person occupying a specific position to certify this report if this authorization is made in writing and submitted to the Department. Please attach a copy of the authorization with this report, if applicable)

Submit the annual report to:
South Carolina Department of Health and Environmental Control
Bureau of Water, Water Pollution Compliance Section
2600 Bull Street
Columbia, SC 29201-1708

Questions? Contact (803) 898-4300

I. Special Conditions Applicable to Stormwater Discharges to Sensitive Waters

A. General (3.1)

1. Has an assessment been conducted to determine if the MS4 discharges to sensitive waters as described in the Permit Part 3? Yes No (what is the target date of completion of the assessment?) _____
2. Does the SWMP specifically address these sensitive waters through BMP, system design, etc.? Yes No
3. Does the MS4 discharge to waters classified as Outstanding Resource, Trout, or Shellfish Harvesting? If so, list the waters (3.5): No Yes _____

B. TMDL Monitoring and Assessment Plan (3.2)

1. Does the MS4 discharge to receiving waters within a TMDL watershed? If yes, list the water body and the pollutant(s) of concern. No Yes Congaree Creek - E. Coli
2. Which of the TMDL pollutant(s) of concern listed above have the potential to occur within the MS4? E. Coli
3. Report the current stage of development of a monitoring and assessment plan. Mark one or more that most accurately reflects the current status of the program as a whole:
 Not started Research/Development Implementation
4. Has the plan been submitted to the Department?
 Yes No, target date for submission: _____
5. Has monitoring been conducted for the pollutant(s) of concern in the past reporting year?
 Yes (summary of data attached) No, target date to begin monitoring: _____
6. Are there any updates to the plan for this reporting year?
 No Yes
7. Provide a brief description of the progress made on the plan in this reporting year and evaluate its effectiveness. Lexington County Stormwater Consortium Bacteria TMDL Implementation Plan was updated in 2020 and was attached to last year's annual report. Monitoring requirements have proven to be a challenge. Rain events that occur outside of the typical work day are difficult for Town and laboratory staff to perform sampling and analyses. Due to fluctuations of monitoring results, it is difficult to determine trends, and additional monitoring time should be given to adequately collect and evaluate the data. In addition, Lexington County is currently working with multiple jurisdictions as part of the 3 Rivers Watershed Group to help improve the water quality in the Lower Saluda River, Broad River, Congaree River watersheds. Central Midlands Council of Government was awarded a Watershed Based Plan Development Grant on behalf of the Group.

I. Special Conditions Applicable to Stormwater Discharges to Sensitive Waters

C. Discharges to Impaired Water Bodies (3.4)

1. Does the MS4 discharge to receiving waters on the 303(d) list of impaired waters? If yes, list the water body and the pollutant(s) of concern. No Yes Congaree Creek C-005, C-008, C-025 & C-067-E.coli per 2018 303d draft list
2. Which of the 303(d) pollutant(s) of concern listed above have the potential to occur within the MS4? E-coli

II. Storm Water Management Program

A. Ordinance Information (4.1)

(Insert your website address if the ordinance is posted online. If your ordinance is not posted online, please submit a hard copy with this report.)

Website:

https://lex-co.sc.gov/sites/default/files/Documents/Lexington%20County/Departments/Community%20Dev/Land%20Development/SWOrdinance19-10_2020.pdf

The Town of Pine Ridge Ordinance 2021-06 Hard copy attached:

B. Storm Water Management Plan (SWMP) (4.1, 4.5)

(Answer the questions below about the SWMP for the current reporting year.)

1. Have there been any changes to the area covered by the MS4? If yes, is this reflected by updates to the SWMP?
 No Yes *(explain):* _____
2. Are there any proposed changes to the goals or BMP (best management practices) in the SWMP?
 No Yes *(explain):* They are outlined in the Lexington Countywide Stormwater Consortium Bacteria TMDL Implementation Plan.
3. Do you have adequate resources to implement your SWMP?
 Yes No *(explain):* Due to budgetary & staffing constraints, resources are stretched to capacity. However, staff continues to take what is available and implement the Stormwater Management Plan to the best of their ability. During this reporting cycle, in conjunction with Lexington County, the Town of Pine Ridge has explored an alternative funding plan in the form of a Stormwater Utility Fee to allow for a more stable revenue source, which was not approved by Lexington County Council.

4. Provide information below about staffing levels for each Minimum Control Measure (MCM). This information should be presented as the amount of individuals performing duties directly related to each MCM and the estimated percentage of their time spent doing so. If you share responsibility for the MCM with another entity, indicate that in the corresponding spaces.

- MCM 1: Lexington Countywide Stormwater Consortium & 0.01% of one staff member at the Town
- MCM 2: Lexington Countywide Stormwater Consortium & 0.01% of one staff member at the Town
- MCM 3: Lexington County & 0.01% of one staff member at Pine Ridge
- MCM 4: Lexington County & 0.01% of one staff member at Pine Ridge
- MCM 5: Lexington County & 0.01% of one staff member at Pine Ridge
- MCM 6: .01% of one staff member at Pine Ridge

5. Has training been provided to staff as required by the permit in the last reporting year?

Yes (fill in the table below) No (explain, and provide implementation dates):

Date	Topics Covered
12/2021	Good Housekeeping Training in process, but not completed – 11 Council/employees

III. Minimum Control Measures (MCM)

A. Sharing Responsibility (4.4)

1. Is responsibility shared for any minimum measures through an agreement with another entity?

No Yes (name the entity in the chart below)

MCM 1	Shared- The Town of Pine Ridge & Lexington Countywide Stormwater Consortium
MCM 2	Shared- The Town of Pine Ridge & Lexington Countywide Stormwater Consortium
MCM 3	Lexington County & Town of Pine Ridge
MCM 4	Lexington County; Enforcement through the Town of Pine Ridge
MCM 5	Lexington County (maintains residential detention ponds) & Town of Pine Ridge
MCM 6	Town of Pine Ridge

If you have indicated that you are sharing responsibility above in any MCM, answer the questions below:

2. Have you submitted notice to the Department that you are relying on another entity?

Yes No (submit a copy of any agreements that have not previously been sent to the Department)

3. If applicable, provide the date of submission of the agreement(s) to the Department: June 30, 2014

4. Are all control measures as stringent as the permit requires?

Yes No (if no, provide an explanation)

5. Did the other entity agree in writing to implement the measure on your behalf?
 Yes No (if no, provide an explanation) See Section III(A)1 for breakdown

6. Did the other entity implement the measure and agree to report on your behalf?
 Yes No (if no, provide an explanation) Lexington County & Lexington Countywide Stormwater Consortium agreed to implement the measures for the Town of Pine Ridge, but the Town will submit reports on their own behalf.

7. Is the agreement maintained as part of the SWMP?
 Yes No (if no, provide an explanation) _____

8. Have you dissolved any agreements with entities this reporting year?
 No Yes (if yes, who?) _____

III. Minimum Control Measures (MCM)

B. Minimum Control Measure 1: Public Education and Outreach on Storm Water Impacts (4.2.1, 5.3)

1. Use the table below to summarize outreach strategies, goals, and progress for the current reporting year. In the “activities conducted and planned” section, focus on activities that were conducted in the last reporting year and those that are planned for the upcoming reporting year, providing implementation dates. Add rows where needed and attach additional sheets if necessary.

Pollutant of Concern	Outreach Strategy (include target audiences)	Measurable Goal(s)	Progress on Goal(s)	Activities Conducted and Planned (specific implementation dates)	Number of People Reached
All	See LCSWC Annual Report for detailed outreach and involvement information		<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation		

C. Control Measure Evaluation (5.3)

1. Evaluate the success of this MCM. Refer to goals implemented and achieved, and adherence to the implementation schedule: This year has dealt many unprecedented challenges in implementing this MCM. Covid-19 restrictions still do not allow for most in-person gatherings nor visitors in schools. Lexington County lost two major positions that assisted with various aspects of the program and the positions were not filled until June and August of 2021. The implementation schedule has been behind due to Covid-19 and the delay in filling those positions. The new staff has worked quickly to resume outreach efforts and 2022 should be back to normal.

2. Provide an evaluation of where the program needs improvement and explain any actions that will be taken to achieve objectives: Given the challenges of outreach during Covid-19, the program is developing and testing ways to have more of a presence in the community and schools using an online approach. Utilizing newer technological tools will greatly enhance the number of people the program is able to reach under the ongoing Covid-19 restrictions.

D. Minimum Control Measure 2: Public Involvement/Participation (4.2.2, 5.3)

1. How can the public find information about the SWMP? Town of Pine Ridge website: <https://www.townofpineridgesc.com/stormwater/> & Town of Pine Ridge Facebook page & Lexington County Website <http://www.lex-co.sc.gov/>; Lexington County Facebook page; Lexington Countywide Stormwater Consortium Website <http://www.lcswc.com/>

2. Use the table below to summarize public involvement opportunities, goals, and progress for the current reporting year. In the “activities conducted and planned” section, focus on activities that were conducted in the last reporting year and those that are planned for the upcoming reporting year, providing implementation dates. Add rows where needed and attach additional sheets if necessary.

Public Involvement Opportunity	Measurable Goal(s)	Progress on Goal(s)	Activities Conducted and Planned <i>(specific implementation dates)</i>	Number of Participants
See LCSC annual report for detailed outreach and involvement information		<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation		

III. Minimum Control Measures (MCM)

E. Control Measure Evaluation (5.3)

1. Evaluate the success of this MCM. Refer to goals implemented and achieved, and adherence to the implementation schedule: Public involvement has declined due to Covid-19 restrictions prohibiting large in-person gatherings. However, Lexington County and the Consortium have moved forward with implementing outreach standards by adjusting to safety requirements. This includes hosting events outside with a limited number of participants who are required to wear a mask and observe social distancing guidelines.

2. Provide an evaluation of where the program needs improvement and explain any actions that will be taken to achieve objectives: As Covid-19 restrictions are lifted, Lexington Countywide Stormwater Consortium will resume holding educational workshops and having a greater in-person presence at local events/schools. Though reaching citizens through in-person events has always served as the main avenue of approach for public involvement, the Consortium is looking at building the participation numbers through online workshops and educational events open to the public. Online options offer a cheaper way to engage a broader base of people.

III. Minimum Control Measures (MCM)

F. Minimum Control Measure 3: Illicit Discharge Detection and Elimination (IDDE) (4.2.3, 5.3)

1. How can the public notify the MS4 of suspected illicit discharges? Town of Pine Ridge website: <https://www.townofpineridgesc.com/stormwater/> under "Illicit Discharge Reporting Form"
& by phone (803)785-8121, Or by submitting Stormwater Complaint Form online at: <https://www.cognitofrms.com/LexingtonCounty1/IllicitDischargeReportingForm>

2. Complete the list below for the last reporting year:

- Total number of suspected illicit discharges: 0
- Total number of illicit discharges found: 0
- Number of illicit discharges with enforcement escalation (action taken beyond written warning): 0
- Total number of illicit discharges eliminated: 0

3. Use the table below to summarize priority areas (and associated rationale for selection) for screening. If these areas have changed since the last reporting year, provide a brief explanation. Add rows where needed and attach additional sheets if necessary.

Priority Areas	Rationale for Selection	Changed within last reporting year? (If so, provide an explanation.)
Older neighborhoods built between 1986-1996 on both septic tanks and drinking wells	Older Subdivisions are more likely to have Sewer/Septic problems.	No

4. Use the table below to summarize IDDE action items, goals, and progress for the current reporting year. In the "activities conducted and planned" section, focus on activities that were conducted in the last reporting year and those that are planned for the upcoming reporting year, providing implementation dates. Add rows where needed and attach additional sheets if necessary.

IDDE Action Item	Measurable Goal(s)	Progress on Goal(s)	Activities Conducted and Planned (specific implementation dates)
Maintain MS4 outfall map and identify priority areas in MS4 for screening.	Identify priority areas in existing MS4 areas for screening and update MS4 outfall map.	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Any dry weather flows must be investigated as an illicit discharge.
Conduct field screening of priority MS4 outfalls, track and assess effectiveness of screening method.	Conduct field screening of regulated MS4 outfalls and track.	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Updated priority area, will continued to monitor flows in priority area.
Update reporting methods for Illicit discharges.	Implement an online reporting form.	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Working to upgrade form to a GIS compatible form and a Countywide complaint form.
Complete Inventory of County's drainage infrastructure.	Create a map to include all of Lexington County's drainage infrastructure.	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Continue to inventory and assess condition of stormwater infrastructure in MS4 area within Lexington County.

III. Minimum Control Measures (MCM)

G. Control Measure Evaluation (5.3)

1. Evaluate the success of this MCM. Refer to goals implemented and achieved, and adherence to the implementation schedule: The Town & Lexington County continue to look for new ways to make the IDDE Program more efficient. The county has continued to collect digital as-built on residential projects for the Town to help maintain the drainage infrastructure inventory database. The online reporting form for illicit discharge continues to be available for citizen complaints. Public participation with reporting has continued to decline and as such, we are looking for ways to make it easier to find and use social media to get the word out. The County has continued to collect digital as-builts for new stormwater infrastructure to help maintain the County stormwater infrastructure inventory database. A total of approximately 120 square miles of Lexington County (which includes Municipalities) has been inventoried and dry screened. GIS collector app has been used for additional dry screening of the priority areas. This allows for a more accurate tracking of outfall inspections.

2. Provide an evaluation of where the program needs improvement and explain any actions that will be taken to achieve objectives: Sewer disconnects in certain parts of Lexington County continue to present issues to the program. Meetings between sewer providers and municipalities started this year, with the CMCOG hosting the meeting. The meeting was very informative for all parties and plan to continue. LCSC participation in the Three Rivers Project, (LCSC, Richland County and City of Columbia) includes support for a successfully awarded Watershed Base Plan Development Grant, managed by the CMCOG and continuation of sampling of creeks in the Three Rivers area (Saluda River, Broad River and Congaree Rive) for E. coli to help find major contributors to the pollution in that area. The group continues to actively participate in focus groups and with the help of a consultant, is currently developing a Watershed Based Plan.

H. Minimum Control Measure 4: Construction Site Storm Water Runoff Control (4.2.4, 5.3)

1. How can the public notify the MS4 of possible noncompliance at construction sites? by phone (803)785-8121 or by filling out complaint form online <http://www.lex-co.sc.gov/departments/DeptAH/communitydevelopment/Documents/CD%20Forms/CommDevComplaintForm.pdf>

2. How does the MS4 communicate with construction operators to ensure understanding of requirements and improvements that may be needed? Lexington County provides inspection services for the Town of Pine Ridge. Lexington County holds pre-construction meetings and provides inspection reports, phones call, email, and meetings onsite with construction operators.

3. Has an enforcement response plan (ERP) been developed and utilized?

Yes No (explain): _____

III. Minimum Control Measures (MCM)

4. Complete the list below for the last reporting year:

- Number of new construction sites: Countywide: Residential- 160 Commercial-149
- Total number of active construction sites: Countywide 477; 263 Residential; 214 Commercial
- Total number of inspections performed: Countywide approximately: 3,087
- Number of sites with unsatisfactory/noncompliant inspection results: Countywide approximately: 219/year Residential; 46/year Commercial (Number are only Corrective Orders and Notice of Violations)
- Number of sites with enforcement escalation (action taken beyond written warning: Countywide: 5
- Number of sites inspected past the deadline specified in the permit: 351

5. Use the table below to summarize construction site action items, goals, and progress for the current reporting year. In the “activities conducted and planned” section, focus on activities that were conducted in the last reporting year and those that are planned for the upcoming reporting year, providing implementation dates. Add rows where needed and attach additional sheets if necessary.

Construction Site Action Item	Measurable Goal(s)	Progress on Goal(s)	Activities Conducted and Planned <i>(specific implementation dates)</i>
Implement a program to control stormwater discharges from new development and re-developed sites that disturb at least one acre that discharges in to MS4.	Complete Revisions of Land Development Manual (LDM) and Stormwater and Flood Plain Ordinances	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	LDM, Stormwater and Floodplain Ordinance. These are working documents, modification to these documents continue to occur as needed.
Conduct Internal Audits	Conduct internal reviews of the construction program to evaluate where improvement is needed.	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	An internal audit was conducted of the construction inspection a part of the program.
Implement an efficient system to track construction projects.	Implement software, and organizational methods to track projects.	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Developing inspection reports and protocol utilizing Arc GIS.
Be able to consistently enforce non-compliance sites within Lexington County.	Be able to enforce non-compliance beyond a Stop Work Order.	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Educate inspectors, code officers, magistrates, elected officials of the importance of the stormwater program.
Develop more stringent land disturbance limits for construction sites.	Implement a plan to promote consistency among developers and contractors.	<input type="checkbox"/> In Planning <input type="checkbox"/> Ongoing <input checked="" type="checkbox"/> Completed <input type="checkbox"/> Evaluation	County Council has started the approval process of limiting land disturbance requirements.

III. Minimum Control Measures (MCM)

I. Control Measure Evaluation (5.3)

1. Evaluate the success of this MCM. Refer to goals implemented and achieved, and adherence to the implementation schedule: Lexington County has struggled with providing proper oversight to construction sites within the past few years. Lexington County's inspectors are house in Public Works and all other Land Development staff is housed in Community Development. This has negatively affected the lines of communication, hierarchy, and training in the proper methods and requirements of the inspections. In addition, the inspectors for these sites have multiple programs they are inspecting and as such, the quality, timing, and enforcement of sediment and erosion control has declined. Also, the County is utilizing spreadsheets put together by the inspectors to track the sites they need to inspect. This tracking is inconsistent and prone to error. There is also difficulty in moving forward with enforcement after a stop work-order has been issued.

2. Provide an evaluation of where the program needs improvement and explain any actions that will be taken to achieve objectives: Lexington County Council has budgeted for Environmental Inspectors to be hired who will be housed in Community Development and will report to the Land Development Manager. However, at this time, the inspectors remain under Public Works. In addition, the County is developing an inspection program utilizing ArcGIS for inspections. Lexington County is working towards an effective enforcement procedure once non-compliance gets beyond a Stop Work-Order. There is a potential solution where Community Development has a dedicated enforcement officer assigned to the department.

J. Minimum Control Measure 5: Post-Construction Storm Water Management (4.2.5, 5.3)

1. Complete the list below for the last reporting year:

- Number of newly completed construction sites:
Countywide approximately: Residential: 25 Commercial: 9
- Number of inspections performed within 30 days of construction completion:
Countywide approximately: Residential: 25, Commercial: 9
- Total number of inspections performed: Countywide approximately: Countywide - Public 280
Within Municipality - Private 7
- Number of sites with unsatisfactory/noncompliant inspection results: Countywide approximately: 130
- Number of sites with enforcement escalation (action taken beyond written warning): 0

2. Use the table below to summarize post-construction action items, goals, and progress for the current reporting year. In the "activities conducted and planned" section, focus on activities that were conducted in the last reporting year and those that are planned for the upcoming reporting year, providing implementation dates. Add rows where needed and attach additional sheets if necessary.

Post-Construction Action Item	Measurable Goal(s)	Progress on Goal(s)	Activities Conducted and Planned (specific implementation dates)
Lexington County Public Works accepts maintenance of drainage features for Residential and Commercial Subdivisions.	Maintain drainage features to ensure functionality.	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Contracted out maintenance work for 213 ponds, Countywide. Staff conducts a NPDES inspection once pond maintenance work is complete. 10 ponds are maintained with in house staff.

Create Master List of all Stormwater BMP's in Lexington County.	Create up to date list of all private and public BMP's.	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Staff continues to update the list.
Adding newly completed stormwater controls structures to the inventory	Create a tool that would allow plan reviewers to add locations	<input type="checkbox"/> In Planning <input type="checkbox"/> Ongoing <input checked="" type="checkbox"/> Completed <input type="checkbox"/> Evaluation	With the help of GIS staff, a user-friendly submission map was created to allow plan reviewers an easy way to add newly completed BMP's to the master list.
Private BMPs must be inspected by a P.E or Certified post-construction BMP inspectors.	Ensure that all Private BMPs are being maintained.	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Updated inspection submission website to allow a more accurate platform for inspectors to submit reports for private BMP owners.

K. Control Measure Evaluation (5.3)

1. Evaluate the success of this MCM. Refer to goals implemented and achieved, and adherence to the implementation schedule: The County has contracted out 213 ponds for maintenance to outside firms, which allows County staff to focus on other public maintenance issues. A qualified county employee will inspect publicly maintained ponds to ensure NPDES requirements have been met. During the inspection, if issues are noted they are documented on a spreadsheet and work order request is generated. Annual notifications to private BMP owners to submit a BMP inspection (by a certified Post-Construction BMP inspector or a PE) via the ArcGIS platform. The County reviews inspections and follows-up to ensure recommended maintenance is completed.

2. Provide an evaluation of where the program needs improvement and explain any actions that will be taken to achieve objectives: Private stormwater BMP inspection and maintenance program has had some success, but there are still significant gaps in response by private BMP owners. Due to this being the first big year of the inspections and County employee turnover, it was decided that enforcement will begin next year. The post cards that were previously sent as notifications were not well received and may people apparently have thought it was junk mail. In 2022, we will send more strongly worded letter notification and are setting up a procedure for enforcement.

III. Minimum Control Measures (MCM)

L. Minimum Control Measure 6: Pollution Prevention/Good Housekeeping for Municipal Operations (4.2.6, 5.3)

1. Has a comprehensive assessment of the pollutant discharge potential for all municipally owned facilities been conducted? If not, indicate a status and planned completion date in the chart below.

Yes No In Progress (explain): The Town does not have any high priority facilities; Low priority facilities have been completed.

2. Have yearly comprehensive inspections been conducted at high priority facilities? If not, indicate a status and planned completion date in the chart below.

Yes No In Progress (explain): N/A

3. Has training been conducted for employees? If not, indicate a status and planned completion date in the chart below.

Yes No In Progress (explain): 2020 completed; 2021 in-progress

4. Use the table below to summarize municipal facility pollution prevention action items, goals, and progress for the current reporting year. In the “activities conducted and planned” section, focus on activities that were conducted in the last reporting year and those that are planned for the upcoming reporting year, providing implementation dates. Ensure that the maintenance and inspection of MS4 catch basins and structural storm water controls are addressed in the chart. Add rows where needed and attach additional sheets if necessary.

Pollution Prevention Action Item	Measurable Goal(s)	Progress on Goal(s)	Activities Conducted and Planned <i>(specific implementation dates)</i>
Annual Inspections for high Priority facilities	Inspect annually	<input type="checkbox"/> In Planning <input type="checkbox"/> Ongoing <input checked="" type="checkbox"/> Completed <input type="checkbox"/> Evaluation	If the Town had them, we would conduct site inspections of high priority facilities and correct deficiencies
Continue annual training on pollution prevention and good housekeeping.	Conduct training with Employees at high priority facilities	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Although we have no high priority facility, staff is being trained on pollution prevention and good housekeeping. Different training methods will be implemented to keep employees engaged.
Develop SWPPPs for high priority area	SWPPP for each type of high priority facility	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Update SWPPPs, to ensure all are SWPPP are current
Correct deficiencies found annual inspections	Eliminate deficiencies	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Inform department Directors of deficiencies, Work with Department to help achieve compliance, create timelines to help achieve compliance.
Conduct Good housekeeping training for all Employees	Ensure all staff has a basic understanding of good housekeeping.	<input type="checkbox"/> In Planning <input checked="" type="checkbox"/> Ongoing <input type="checkbox"/> Completed <input type="checkbox"/> Evaluation	Staff training is ongoing, to include the Police Department (enforcement) and Town Council (educational awareness).

M. Control Measure Evaluation (5.3)

1. Evaluate the success of this MCM. Refer to goals implemented and achieved, and adherence to the implementation schedule: The Town does not have any high priority facilities. Annual Inspection of low priority facilities was completed in 2021.

2. Provide an evaluation of where the program needs improvement and explain any actions that will be taken to achieve objectives: Continue training employees of requirements within the SWPPP documents for the low priority facilities. Training methods are varied to keep employees engaged with the topics. Conduct additional meetings with department managers to ensure compliance with NPDES regulations.

STATE OF SOUTH CAROLINA)
COUNTY OF LEXINGTON) RESOLUTION 2022-01
TOWN OF PINE RIDGE)

**RESOLUTION OF THE MAYOR AND COUNCIL
FOR THE TOWN OF PINE RIDGE, SOUTH CAROLINA
TO CERTIFY THE JURY BOX FOR THE MUNICIPAL COURT**

WHEREAS, the Pine Ridge Town Council shall serve as Jury Commissioners for the Municipal Court reference §14-25-135 of the SC Code of Laws and,

WHEREAS, the Pine Ridge Town Council must certify the Jury Roll annually and,

WHEREAS, the Jury list is composed of all names on the official voter registration list of qualified electors of Pine Ridge, as maintained by the Lexington County Registration and Elections Commission and,

WHEREAS, the Jury list has been received from the South Carolina State Election Commission in electronic format and,

WHEREAS, at the discretion of the governing body of the municipality, jurors may be drawn and summoned by the computer in the manner the Supreme Court by order directs.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council for the Town of Pine Ridge that; the Jury list, as maintained by the Lexington County Registration and Elections Commission, of the registered voters residing within the Town of Pine Ridge be certified as the official Jury list of the Municipal Court for the Town of Pine Ridge.

Witness our hands and seals this 11th day of January 2022, at Pine Ridge, South Carolina.

Mayor Daniel D. Davis

Mayor Pro-tem Scott N. Simms

Councilmember Floyd W. Dinkins III

Councilmember Elizabeth S. Sturkie

Councilmember Melissa A. Lewie