

# Town of Pine Ridge

2757 Fish Hatchery Road  
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## August 8, 2017 TOWN COUNCIL MEETING

### Town Council Work Session

- 6:45 P.M. – 6:47 P.M. Review of Administrative Department Report  
6:47 P.M. – 6:49 P.M. Review of Police Department Report  
6:49 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. July 11, 2017 Regular Scheduled Meeting

### Old Business

1. Town 60<sup>th</sup> Anniversary in 2018
  - a) Festival & Banners update
  - b) Run on the Ridge 5k
2. Town Hall/PD renovation project
3. Estates at Indigo Bond Estimate to repair infrastructure
4. Indigo Place Bond Estimate to repair infrastructure

### New Business

1. IT/Municipal Court Server Compliance upgrades
2. RFP17-02 Cleaning of the Municipal Complex for 2018
3. RFP17-03 Public Defender Services for 2018
4. RFP17-04 Landscape Maintenance for 2018
5. RFP17-05 HVAC Maintenance Service & Repairs for 2018
6. Pine Ridge-South Congaree Senior Center: Moving for Meals (donation)
7. Town of Pine Ridge General Election: Tuesday, November 7, 2017

### Citizen's Comment Time

ADJOURN

**TOWN OF PINE RIDGE**  
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Council present: Mayor Pro-tem Davis, Councilman Dinkins and Councilwoman Sturkie

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

**6:45 P.M. – 6:46 P.M. Review of Administrative Department Report**

Written Administrative Department reports were included in the Council packets. Council discussed the July budget.

**6:46 P.M. - 6:49 P.M. Review of Police Department Report**

Written Administrative Police Department reports were included in the Council packets. Chief Parker gave Council a report showing statistics from the traffic radar.

**6:49 P.M. - 6:55 P.M. Informational Council Discussion:**

The following items were discussed by Town Council:

Councilwoman Sturkie stated a meeting to discuss fundraising and prayer for baby Greyson Palyok on Thursday, August 10<sup>th</sup>.

Councilman Dinkins stated that the school passed fire inspection and the school district has decided to close all schools due to liability issues on the day of the eclipse. Councilman Dinkins asked Chief Parker to ensure that no one is allowed to park their vehicle on school property.

With nothing more to discuss, Mayor Pro-tem Davis closed the work session.

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TOWN COUNCIL MEETING – 6:55 P.M.

**CALL TO ORDER**

Mayor Pro-tem Davis called the Town Council meeting to order at 6:55 P.M. with Councilman Dinkins and Councilwoman Sturkie present. Mayor Pro-tem Davis stated that with three members of Town Council present, a quorum exists.

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

**INVOCATION**

Councilman Dinkins led those assembled in prayer.

**Freedom of Information Act Compliance** – Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act.

**APPROVAL OF MINUTES**

1.     July 11, 2017 Regular Scheduled Meeting

Councilwoman Sturkie made a motion to approve the minutes of July 11, 2017 as submitted. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.

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**OLD BUSINESS**

1. Town 60<sup>th</sup> Anniversary in 2018
  - a) Festival & Banners update: Anniversary Committee Chairman Dinkins did not have an update.
  - b) Run on the Ridge 5k: Anniversary Committee Member Sturkie stated that Strictly Running has certified the course which will start at MDYB, then travel to behind the schools up to Pine Ridge Drive towards Congaree Baptist Church. Once they reach Congaree Baptist Church they will follow the same route back. Councilwoman Sturkie discussed t-shirts, sponsors and closing of the roadway until the run is completed.

2. Town Hall/PD renovation project

Mayor Pro-tem Davis stated that project has been advertised for prospective bids. Bids will be due by August 31<sup>st</sup> and should be ready for Council at the September meeting.

3. Estates at Indigo Bond Estimate to repair infrastructure

Mayor Pro-tem Davis stated that work orders have been submitted to Lexington County to clean out the dirt from the storm drains that washes off the dirt road portion of Oakhill Road.

4. Indigo Place Bond Estimate to repair infrastructure

Mayor Pro-tem Davis stated that work orders have been submitted to Lexington County to clean out the dirt from the storm drains that washes off the dirt road portion of Oakhill Road.

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**NEW BUSINESS**

1. IT/Municipal Court Server Compliance upgrades

To meet FBI/SLED requirements the server is needed to have separate domains: one for PD and one for the Town. The new server will become the domain controller/file server for the PD, and also is scalable for future PD growth. The existing server will act as the domain controller for the Town that the Town Administrator will be using for network access. Because of its age, the Town will want to look at replacing the older server in the next year or two.

As Police Commissioner on the Public Safety Committee, Mayor Busby directed the Town Administrator to order the necessary equipment and labor so that we are in compliance with SLED/FBI network security standards. As TeamLogicIT is the sole provider certified to perform the necessary services and provide the required equipment to bring our Police Department into certification

Mayor Pro-tem Davis stated that two computers, a battery backup, additional memory and setup of these items were purchased in accordance with Town Ordinance § 4-504 Competitive bidding; exceptions.

2. RFP17-02 Cleaning of the Municipal Complex for 2018

Mayor Pro-tem Davis stated that the Request for Proposal (RFP) was advertised in the Chronicle on August 17<sup>th</sup>. In addition, notifications were sent to residents on the email system and placed on Facebook. Deadline is September 29<sup>th</sup> in order to be voted on by Town Council at the October meeting.

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3. RFP17-03 Public Defender Services for 2018

Mayor Pro-tem Davis stated that the Request for Proposal (RFP) was advertised in the Chronicle on August 17<sup>th</sup>. In addition, notifications were sent to residents on the email system and placed on Facebook. Deadline is September 29<sup>th</sup> in order to be voted on by Town Council at the October meeting.

4. RFP17-04 Landscape Maintenance for 2018

Mayor Pro-tem Davis stated that the Request for Proposal (RFP) was advertised in the Chronicle on August 17<sup>th</sup>. In addition, notifications were sent to residents on the email system and placed on Facebook. Deadline is September 29<sup>th</sup> in order to be voted on by Town Council at the October meeting.

5. RFP17-05 HVAC Maintenance Service & Repairs for 2018

Mayor Pro-tem Davis stated that the Request for Proposal (RFP) was advertised in the Chronicle on August 17<sup>th</sup>. In addition, notifications were sent to residents on the email system and placed on Facebook. Deadline is September 29<sup>th</sup> in order to be voted on by Town Council at the October meeting.

6. Pine Ridge-South Congaree Senior Center: Moving for Meals  
(donation)

Mayor Pro-tem Davis stated that the Town annually donates to our local Senior Center. The 2017/2018 donation budget has \$500.00 specifically for the Meals on Wheels program.

Councilwoman Sturkie made a motion to approve the donation of \$500.00 to the Pine Ridge-South Congaree Senior Center. Councilman Dinkins seconded the motion, which was unanimously approved by Town Council.

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7. Town of Pine Ridge General Election: Tuesday, November 7, 2017

Mayor Pro-tem Davis advised those in attendance of the public notice that was placed by the Lexington County Election Commission:

Notice is hereby given that a General Election shall be held on Tuesday, November 7, 2017, for the purpose of electing one (1) Mayor and (2) Council members.

Citizens desiring to be a candidate may file a Statement of Candidacy at the Pine Ridge Town Hall, located at 2757 Fish Hatchery Road . Books will be open for filing on noon, August 11, 2017 and remain open during normal business hours until noon, August 25, 2017. Filing fee for the office of Mayor is \$50.00 and Council is \$30.00.

A Statement of Economic Interest form must also be completed on-line with the Ethics Commission and Campaign Disclosure submitted, both according to Ethics Commission filing time.

This is a nonpartisan election, and no party affiliation shall be placed on the ballot.

Town residents desiring to vote in the upcoming election must be registered by October 7, 2017. To register, update voter registration, or obtain information on absentee ballots, please contact the Lexington County Board of Voter Registration at 785-8361.

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**Citizen's Comment Time**

Ms. Lisa Kelly of Adkins Circle spoke to Town Council regarding a neighbor with trash and debris in the yard.

Ms. Hazel Kanipe of Courtney Drive spoke to Town Council regarding the overgrowth of grass near the fire hydrant at the corner of Pine Ridge Drive and Courtney Drive.

Councilwoman Sturkie stated that there were two potholes on Wright Lane.

**ADJOURN**

With no further business to discuss, Councilman Dinkins moved to adjourn, with a second by Councilwoman Sturkie. With the Council's unanimous approval, Mayor Pro-tem Davis adjourned the meeting at 7:27 P.M.

Respectfully submitted,

Viki M. Miller, Town Administrator

APPROVED:

\_\_\_\_\_  
David L. Busby, Mayor

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