

Town of Pine Ridge

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June 13, 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. May 9, 2017 Regular Scheduled Meeting

Old Business

1. Town 60th Anniversary in 2018
 - a) Festival & Banners update
2. Town Hall/PD renovation project
3. Estates at Indigo Bond Estimate to repair infrastructure
4. Indigo Place Bond Estimate to repair infrastructure
5. Ordinance 2017-04:Map Amendment#20170227-101 Pine Ridge Dr*2nd reading
6. Ordinance 2017-05:Amend Zoning Text*2nd reading
7. Ordinance 2017-06:17/18 Budget *2nd reading

New Business

1. Resolution 2017-07: 2016 Codification of Ordinances
2. Resolution 2017-08: Master Fee Schedule for 2017/2018
3. IT/Municipal Court Server Compliance upgrades

Citizen's Comment Time

ADJOURN

**TOWN OF PINE RIDGE
Town Council Minutes
Work Session
June 13, 2017**

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

Staff present: Town Administrator Viki Miller and Chief Parker

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

Written Administrative Department reports were included in the Council packets.

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

Written Administrative Police Department reports were included in the Council packets. Chief Parker stated the traffic radar is here and should be up and running by the end of the week. Mayor Busby explained that the traffic radar will provide the Police Department with statistics as to where additional problem areas may be.

6:49 P.M. - 6:53 P.M. Informational Council Discussion:

Council discussed the following:

- Mayor Busby stated he has been watching several bills that are being discussed in the South Carolina House and Senate:
 - ❖ H3150-Requires Municipalities to hold elections even when we don't have more than one person filing for each seat
 - ❖ H3352-Freedom of Information Act changes
 - ❖ H3726-South Carolina Retirement System changes
 - ❖ S173-Law Enforcement Classes on addiction and mental health

With nothing more to discuss, Mayor Busby closed the work session.

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TOWN COUNCIL MEETING – 6:53 P.M.

CALL TO ORDER

Mayor Busby called the Town Council meeting to order at 6:53 P.M. with Mayor Pro-tem Davis, Councilman Wells, Councilman Dinkins and Councilwoman Sturkie present.

Staff present: Town Administrator Viki Miller and Chief Parker

INVOCATION

Councilwoman Sturkie 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. May 9, 2017 Regular Scheduled Meeting

Councilman Wells made a motion to approve the minutes of May 9, 2017 as submitted. Councilwoman Sturkie seconded the motion, which was unanimously approved by all members of Town Council who were present.

OLD BUSINESS

1. Town 60th Anniversary in 2018
 - a) Festival & Banners update: Mayor Busby asked Committee Chairman Dinkins to update Council.

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Committee Chairman Dinkins stated that the banners have changed to include the Run and Fun on the Ridge so that they can be used longer than just for the 60th Anniversary celebration.

Chairman Dinkins asked Councilwoman Sturkie to update Council on the marathon. Councilwoman Sturkie stated she has contacted Strictly Running to set it up on October 21st. The name has changed to Run on the Ridge to work with the Anniversary celebration Fun on the Ridge in 2018. Strictly Running will take their fees from the registration and then anything over will be given to the Town. At an average cost of \$35 per person, it will take at least 33 runners to break even. Councilwoman Sturkie added that she would like to include sponsors to help cover the cost of t-shirts for the participants. Councilwoman Sturkie also added the possibility of Midlands Baseball opening their canteen and selling snacks to participants, donations for water and the Police Department road closings.

2. Town Hall/PD renovation project

Mayor Busby asked Property & Recreation Committee Chairman Wells to update Council.

Chairman Wells stated that the sod has been installed to help with the erosion of the foundation along with the plywood to help protect the insulation and sealing/painting of the garage floor. Chairman Wells stated they will need more volunteers to help with the building of the storage room inside the garage.

Mayor Busby stated that Council received the final drawings. Mayor Busby and Chairman Wells will go over the final construction documents for accuracy so that we can begin the next phase of advertising for bids and site visits.

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3. Estates at Indigo Bond Estimate to repair infrastructure

Mayor Busby stated he has requested a cleaning of the storm drains from the County and we are still awaiting an update from Lexington County on the infrastructure issues that was previously sent to County Councilman Todd Cullum.

4. Indigo Place Bond Estimate to repair infrastructure

Mayor Busby stated he has requested a cleaning of the storm drains from the County and we are still awaiting an update from Lexington County on the infrastructure issues that was previously sent to County Councilman Todd Cullum.

5. Ordinance 2017-04:Map Amendment#20170227 –
101 Pine Ridge Drive*2nd reading

Councilwoman Sturkie submitted her Recusal Statement as she is also a Member of the Congregation at Congaree Baptist Church. This statement is on file in the office of the Town Administrator.

Mayor Busby stated the public hearing and first reading was held on May 9, 2017.

Councilman Dinkins made a motion to approve the second reading of Ordinance 2017-04 for Map Amendment#201702227, as submitted. Mayor Pro-tem Davis seconded the motion. Mayor Busby called for a vote. All Town Council members present voted unanimously in favor of the second reading of Ordinance 2017-04 (Map Amendment#20170227), as submitted.

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6. Ordinance 2017-05:Amend Zoning Text *2nd reading

Mayor Busby stated that Central Midlands Council of Government has advised us to change the language where it involves churches and daycare to correct an oversight in wording, this will save other churches in town from having to rezone just for this purpose. Mayor Busby stated the public hearing and first reading was held on May 9, 2017.

Mayor Pro-tem Davis made a motion to approve the second reading of Ordinance 2017-05 as submitted. Councilwoman Sturkie seconded the motion, which was unanimously approved by all members of Town Council who were present.

7. Ordinance 2017-06:2017/2018 Budget *2nd reading

Mayor Busby stated the public hearing and first reading was held on May 9, 2017 for Ordinance 2017-06. Mayor Busby read aloud the following:

<u>Current Fiscal Year Revenues</u>	<u>Projected Revenue FY 2017-18</u>	<u>Percentage Change in Revenue</u>	<u>Current Fiscal Year Millage</u>
\$751,813	\$828,256	10.17%	0
<u>Current Fiscal Year Expenses</u>	<u>Projected Expenses FY 2017-18</u>	<u>Percentage Change in Expenses</u>	<u>Estimated Millage for 2017-18</u>
\$751,113	\$827,784	10.21%	0

The budget chart above was published in the Chronicle on 4/27/2017, along with the Public Hearing notification as required by SC Code of Laws.

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Councilman Wells made a motion to approve the second reading of Ordinance 2017-06, as submitted. Councilman Dinkins seconded the motion. Mayor Busby called for a vote. All Town Council members present voted unanimously in favor of the second reading of Ordinance 2017-06, as submitted.

NEW BUSINESS

1. Resolution 2017-07: 2016 Codification of Ordinances

Mayor Busby read aloud Resolution 2017-07.

Mayor Busby stated we are required by SC Code of Laws §5-7-290 and Town Code §1-409 that all ordinances relating to administration, health, safety, vehicles, streets (except franchises and encroachments), traffic, crimes and offenses, utilities, town court, and any other ordinances or portions of ordinances shall be codified annually.

Mayor Pro-tem Davis made a motion to approve Resolution 2017-07, as submitted. Councilman Wells seconded the motion, which was unanimously approved by all Town Council members.

2. Resolution 2017-08: Master Fee Schedule for 2017/2018

Mayor Busby read aloud Resolution 2017-08.

The Master Fee Schedule was created last year as a document that anyone can use to look up what the various fees are for the Town of Pine Ridge. This year includes whether the fee was set by ordinance or policy. A change in any fees set by ordinance will require the additional step of preparing an ordinance to amend, public hearing along with a first and second reading.

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Councilwoman Sturkie made a motion to approve the 2017/2018 Master Fee Schedule, as submitted. Councilman Wells seconded the motion, which opened the item up for discussion. Mayor Pro-tem Davis asked the Mrs. Miller if this includes the FOIA changes. Mrs. Miller replied that the FOIA changes were not received in time to make any possible changes and any needed FOIA changes will be introduced at the July Council meeting. Mayor Busby called for a vote. All Town Council members present voted unanimously in favor of approving the 2017/2018 Master Fee Schedule.

3. IT/Municipal Court Server Compliance upgrades

Mayor Busby stated that since our Police Department computer system contains sensitive and personal information, as per FBI/SLED guidelines we have specific requirements that we must adhere to such as install a FBI/SLED approved firewall, encrypt data, etc. Since this item is of utmost necessity, the Town Administrator as the Town's Purchasing Agent has acquired the needed services under Town Code § 4-504 (1)(5)(10). In addition three potential vendors were contacted for quotes and only one has the requirements of SLED/FBI. In addition, TeamLogicIT has provided the Town with a quote for computer equipment for our Victims Advocate, which shall be purchased under the same Town Code.

Councilman Dinkins made a motion to approve the quotes from TeamLogicIT to upgrade the Court Server and Victims Advocate equipment. Councilman Wells seconded the motion, which opened the item for discussion.

Councilman Dinkins asked Mrs. Miller if the quote covered all items that needed to be addressed per SLED/FBI requirements. Mrs. Miller stated that the quote includes upgrading the firewall and remapping the server but it will require more time to figure out what we currently have versus what we will need which will eventually include the renovations. Mrs. Miller added that the new IT company has been gracious enough to show her how to do some things which has saved the town some money.

Approved

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Mayor Busby called for a vote. All Town Council members present voted unanimously in favor of approving the needed upgrades.

Citizen’s Comment Time

Mr. John Gregory of NAI Avant representing the Williams family for the property located at 734 Pine Ridge Drive. Mr. Gregory and Mr. Pat Myers of Williams Circle discussed with Council the potential businesses that the Town residents could utilize the most.

Mr. Ed Short of Indigo Place Court representing the HOA for Indigo Place advised Council they are updating the subdivision sign, drainage, repairing sprinklers, holding their annual meeting in July and would like Council to address their ongoing issues with Advanced Disposal.

ADJOURN

With no further business to discuss, Councilwoman Sturkie moved to adjourn, with a second by Councilman Dinkins. With the Council’s unanimous approval, Mayor Busby adjourned the meeting at 7:46 P.M.

Respectfully submitted,

Viki M. Miller, Town Administrator

APPROVED:

David L. Busby, Mayor

Date: _____