

Town of Pine Ridge

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IN ACCORDANCE WITH CDC/SCDHEC GUIDELINES ON SOCIAL DISTANCING, THERE WILL ONLY BE TEN CITIZENS ALLOWED IN COUNCIL CHAMBERS. THE MEETING WILL BE AVAILABLE LIVE ON FACEBOOK. THE PUBLIC IS ENCOURAGED TO SUBMIT WRITTEN COMMENTS BY 5PM, on Monday, February 8, 2021, to the Municipal Clerk at 2757 Fish Hatchery Road or by email skyzer@townofpineridgesc.com

FEBRUARY 9, 2021 REGULAR SCHEDULED TOWN COUNCIL MEETING AGENDA

Town Council Work Session

6:45 P.M. – 6:46 P.M. Presentation by Mr. David Enzastiga of Rish & Enzastiga, CPAs-Capitalization Policy

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

6:47 P.M. – 6:52 P.M. Council Standing Committee Reports:

- a) Finance Committee-Chair Davis & Member Dinkins
- b) Public Safety Committee-Police Commissioner Wells & Member Davis
- c) Public Utilities & Health Committee-Chair Dinkins & Member Sturkie
- d) Property & Recreation Committee-Chair Simms & Member Sturkie
- e) Employee Grievance Committee-Chair Davis & Members Dinkins & Sturkie
- f) Administrative Liaison Committee-Chair Wells & Member Simms

6:52 P.M. – 6:54 P.M. Council Representative Reports:

- a) Central Midlands Regional Planning COG Representative-Simms
- b) Lexington Water & Sewer Commission Representative-Sturkie

6:54 P.M. – 7:00 P.M. Informational Council Discussion:

- a) SC Ethics Commission Annual Statement of Economic Interest
- b) Dominion 2021 Right of Way Activities
- c) Ordinance 2021-02: Public Hearing & First Reading to be held March 9, 2021 on proposed amendments to Zoning & Land Development Ordinance, Article 9-Signs, Sections 904.2(6)(8)(9)(10), 904.3(2), 906.2(2)a,c,d and 906.3

7:00 P.M. - Town Council Meeting

Call to Order & Invocation

Freedom of Information Act Compliance

Approval of Minutes

1. January 12, 2021 Regular scheduled Council Meeting

Old Business

1. Indigo Place Bond Estimate to repair infrastructure
2. Vehicle Maintenance issues update – Tabled 12/22/2020 Council Meeting
3. Consideration of IT quotes – Tabled 11/10/2020 Council Meeting
4. Consideration of payroll services
5. Consideration of Capitalization Policy update

New Business

1. Consideration of Midland Dixie Youth Baseball Sponsorship (donation)
2. Consideration of Website renewal – RFP18-01
3. Consideration of replacement of existing Administrative server
4. Planning Commission Recommendation: Ordinance 2021-02 Sign Ordinance revision
5. 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)
6. Reconvene to Regular Session
7. Possible Actions by Council in follow up to Executive Session

Citizen's Comment Time – (email to skyzer@townofpineridgesc.com by 5pm on 2/8/2021)

ADJOURN

TOWN OF PINE RIDGE
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Mayor Wells called the Town Council Work Session to order at 6:44 P.M. with Mayor Pro-Tem Davis, Councilman Simms and Councilwoman Sturkie present.

Councilmembers absent: Councilman Dinkins.

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

6:44 P.M. – 6:45 P.M. Review of Administrative Department Reports

Mayor Wells informed Council that the Administrative Department Reports were in the Council Packets for review and asked if there were any questions or comments regarding these reports. There were none.

6:45 P.M. – 6:46 P.M. Council Standing Committee Reports

- a) Finance Committee – Mayor Pro-Tem Davis had nothing to report.
- b) Public Safety Committee – Mayor Pro-Tem Davis gave a report on DeVan & Associates stating that they had begun their work searching for a Police Chief and hopefully we will be getting an update in the near future.
- c) Public Utilities and Health Committee – Councilwoman Sturkie had nothing to report.
- d) Property & Recreation Committee – Councilman Simms had nothing to report.

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- e) Employee Grievance Committee – Mayor Pro-Tem Davis had no report at this time.

- f) Administrative Liaison Committee – Councilman Simms had no report at this time.

6:46 P.M. – 6:47 P.M. Council Representative Reports

- a) Central Midlands Regional Planning COG – Councilman Simms had no report at this time.

- b) Lexington Water & Sewer Commission – Councilwoman Sturkie had nothing to report.

6:47 P.M. – 6:48 P.M. Informational Council Discussion

Mayor Wells mentioned that all Council Members should have received a letter from House Representative Robert J. “RJ” May, III introducing himself and offering his assistance if needed.

Mayor Wells asked Council if there was anything else to report.

With nothing further to discuss, Mayor Wells closed the Work Session.

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6:48 P.M. – Town Council Meeting

CALL TO ORDER

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

Councilmembers absent: Councilman Dinkins

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

INVOCATION

Councilman Simms 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. December 22, 2020 Rescheduled December 8, 2020 Council Meeting

Mayor Wells asked Council to review the minutes and called for a motion and a second.

Mayor Pro-Tem Davis made a motion to approve the December 22, 2020 minutes, as submitted. Councilman Simms seconded the motion, which was unanimously approved, with the exception of Councilwoman Sturkie, who stated she was abstaining since she was not in attendance.

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OLD BUSINESS

1. Indigo Place Bond Estimate to repair infrastructure
Since Estates at Indigo has been completed, the County says that they can now begin work at Indigo Place, weather permitting.

2. Vehicle Maintenance issues update
This item was tabled at the 12/22/2020 Town Council Meeting

3. Consideration of IT quotes
This item was tabled at the 11/10/2020 Town Council Meeting

4. Consideration of payroll services
This item was tabled at the 11/10/2020 Town Council Meeting.

Mayor Wells called for a motion and a second to take Item #4 off the table in order to allow the Finance Committee Chairman to have a discussion.

Councilman Simms made the motion and Mayor Pro-Tem Davis seconded the motion, which was unanimously approved.

Mayor Pro-Tem Davis stated that the Finance Committee would like to schedule a meeting with the payroll service provider that submitted a quote previously. The Finance Committee will send out the quote to each Council member for their review; prior to the next Council meeting.

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NEW BUSINESS

1. Councilwoman Sturkie: Discussion of ordinance change on appointment of committees

Councilwoman Sturkie read aloud a written statement of her personal experience and disgust over various situations that have happened during the last three years and encouraged residents to vote in the November election.

2. Consideration of Resolution 2021-01: Certification of Jury Roll

Mayor Wells read aloud the title to resolution 2021-01.

Mayor Pro-Tem Davis made a motion to approve Resolution 2021-01, which was seconded by Councilwoman Sturkie and unanimously approved by Council.

3. Update: NPDES Permit SMS4 Bi-Annual report 1/1/2020-12/31/2020 submission to DHEC

The Town Administrator, Mrs. Miller updated Council on the 2020 submission to DHEC. She stated that the town fell short on the wet sampling, education presentations and volunteering at an annual event.

Mayor Pro-Tem Davis suggested that we try to outsource another entity for stormwater sampling, as it puts the town in some degree of liability having the Administrator performing this task. Mayor Wells agreed and Mrs. Miller stated that she would do some research and bring the information back to the Council for review

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4. Consideration of Capitalization Policy update

Mayor Pro-Tem Davis stated that he would like to see the Finance Committee meet with the Auditor's to discuss and have a clear understanding.

Citizen's Comment Time

1) Judith Cooper-Basamania of Coolbrook Drive
The Municipal Clerk, Mrs. Kyzer read aloud Mrs. Cooper-Basimania's submitted email.

- The Police Commissioner to be a Police Officer and never a member of the Council or the Mayor.
- Eliminate all current committees except for what is an absolute necessity.
- Eliminate Public Safety Committee and allow the Police to protect and serve.
- All decisions to be made by the Council at a Council Meeting in front of Council.
- The Citizens comments portion of the Council Meeting to have a Q&A.
- Limit the number of council meetings that can be missed by the Mayor to keep their job.
- Hold money making events to offset town expenses, provide what the PRPD needs and promote camaraderie.
- Re-instate our most recent past PRPD.

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2) Cheryl Patrick of Sandy Creek Court
The Municipal Clerk, Mrs. Kyzer read aloud Ms. Patrick's submitted email. Mrs. Patrick stated the following:

- She felt disgust and outrage that her name and number was given to a third-party asking questions regarding her opinion of what would make a good police chief/what would you like to see in a Police Chief.
- Mrs. Patrick believes the Police Chief or Police Officers need to be qualified, certified and accredited.

Adjourn

With no further business to discuss, Councilwoman Sturkie made a motion to adjourn, with a second by Councilman Simms. With Council's unanimous approval, Mayor Wells adjourned the meeting at 7:13 P.M.

Respectfully Submitted,

Susan Kyzer, Municipal Clerk

APPROVED:

Robert M. Wells, Jr., Mayor

Date: _____

TOWN OF PINE RIDGE
BUDGET REPORT
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2021

Budget	Total Annual Budget	Current Month Actual	Year to Date Actual	Year to Date %
REVENUES				
BUSINESS LICENSE	115,000.00	588.93	22,535.21	19.60
FINES AND PENALTIES	82,000.00	490.00	9,791.20	11.94
S.C. AID TO SUBDIVISIONS	48,936.00	12,233.95	24,467.90	50.00
MASC - COURT FINES	1,000.00	0.00	180.63	18.06
MASC - ADMIN FEES	500.00	0.00	25.00	5.00
SCE&G	145,000.00	0.00	0.00	0.00
SANITATION	377.00	0.00	108.90	28.89
ZONING	5,000.00	101.00	901.00	18.02
REVENUE ENHANCEMENT-BL	10,000.00	0.00	0.00	0.00
TIME WARNER TV	18,000.00	0.00	4,654.61	25.86
MASC - BL	166,000.00	0.00	858.14	0.52
BELLSOUTH	5,000.00	1,125.22	2,260.18	45.20
TNC ASSESSMENT	100.00	0.00	19.04	19.04
GRANT INCOME-DPS	0.00	0.00	3,290.25	0.00
FUND BALANCE	74,700.00	(980.00)	19.15	0.03
INTEREST INCOME	3,800.00	21.21	268.35	6.93
SCINRF-CAPITAL ASSETS	0.00	8,674.75	8,674.75	0.00
PD - DONATION FUNDS	0.00	0.00	315.00	0.00
MC-BOND ESTREATMENT	4,000.00	0.00	0.00	0.00
SUNDRY	50.00	0.00	10.25	20.50
TOTAL REVENUES	679,463.00	22,255.06	78,374.56	11.53
EXPENSES				
ADM. TRAINING	700.00	0.00	0.00	0.00
OFFICE SUPPLIES/PRINTING	5,500.00	96.30	1,925.02	35.00
ADM. TECH SUPPORT	2,300.00	0.00	1,854.81	80.64
ZONING TECH SUPPORT	6,000.00	0.00	0.00	0.00
ACCOUNTING	7,000.00	0.00	5,000.00	71.43
LEGAL	6,000.00	11,366.46	16,153.96	269.23
INSURANCE & BONDING	15,751.00	0.00	0.00	0.00
BANK CHARGES	150.00	(59.05)	0.00	0.00
MILEAGE	500.00	0.00	0.00	0.00
POSTAGE	1,000.00	0.00	6.95	0.70
UTILITIES	15,000.00	1,382.58	8,422.31	56.15
REVENUE ENHANCEMENT-BL	5,000.00	0.00	0.00	0.00
TELEPHONE	7,180.00	215.68	2,519.86	35.10
INTERNET SERVICES	1,620.00	349.94	1,224.79	75.60
PUBLIC NOTICES	800.00	41.18	57.19	7.15
DUES	1,450.00	300.00	650.00	44.83
BUILDING & MAINTENANCE	20,000.00	1,768.74	11,770.76	58.85
NPDES PERMITS	5,000.00	0.00	2,400.00	48.00
PINE RIDGE WEB SITE	1,755.00	0.00	0.00	0.00
BUILDING PURCH/RENO-FUND BAL	74,700.00	0.00	19.15	0.03
EQUIPMENT	500.00	0.00	0.00	0.00
CAPITAL IMPROVEMENT	5,000.00	0.00	0.00	0.00
DONATIONS	6,500.00	135.47	604.10	9.29
CHRISTMAS TREE LIGHTING	1,200.00	0.00	1,042.79	86.90
CHRISTMAS PARADE	350.00	0.00	0.00	0.00
MEALS AND MEETING - COUNCIL	500.00	0.00	0.00	0.00

TOWN OF PINE RIDGE
BUDGET REPORT
FOR THE SEVEN MONTHS ENDING JANUARY 31, 2021

Budget	Total Annual Budget	Current Month Actual	Year to Date Actual	Year to Date %
SUNDRY	50.00	0.00	0.00	0.00
REPAIR&MAINT	9,000.00	80.95	2,921.42	32.46
GAS AND OIL	8,500.00	0.00	1,450.45	17.06
PD TECH SUPPORT	2,500.00	10.75	522.62	20.90
POLICE DEPT.SUPPLIES	1,700.00	0.00	142.17	8.36
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
SCDPS GRANT	0.00	0.00	3,135.10	0.00
VEHICLE INSURANCE	5,030.00	0.00	0.00	0.00
UNIFORMS	2,000.00	0.00	0.00	0.00
CONSULTANT	2,000.00	2,787.65	4,048.65	202.43
COMMUNITY RELATIONS	500.00	0.00	0.00	0.00
LAWTRAK LICENSE	4,010.00	3,513.00	3,963.00	98.83
K-9 PROGRAM	4,250.00	0.00	164.53	3.87
TRAINING & MEALS	1,300.00	0.00	150.00	11.54
SALARIES - JUDGES	6,950.00	0.00	3,500.30	50.36
JURY FEES	252.00	0.00	0.00	0.00
INDIGENT DEFENSE	800.00	0.00	0.00	0.00
COURT SUPPLIES	300.00	0.00	178.67	59.56
DETENTION FEES	100.00	0.00	0.00	0.00
COURT TRAINING	2,235.00	0.00	0.00	0.00
COURT ASSESSMENTS	46,000.00	216.84	6,471.63	14.07
COURT DEFENSE ATTORNEY	500.00	0.00	0.00	0.00
VA - TRAINING	1,300.00	0.00	30.00	2.31
VA - PAYROLL	8,000.00	385.56	3,848.46	48.11
VA - STATE FUND	4,000.00	23.99	603.06	15.08
VA - OTHER	1,000.00	0.00	262.61	26.26
VA - SOFTWARE	2,500.00	0.00	0.00	0.00
PAYROLL	225,072.64	5,276.10	65,639.01	29.16
TAXES - PAYROLL	21,000.00	530.54	6,553.98	31.21
PART-TIME CLERICAL	19,000.00	1,246.20	9,856.05	51.87
PART-TIME POLICE	20,000.00	0.00	4,624.33	23.12
COVID-19	0.00	0.00	1,616.72	0.00
WORKMEN'S COMPENSATION	7,500.00	0.00	475.00	6.33
RETIREMENT-POLICE	23,460.92	0.00	2,636.66	11.24
RETIREMENT-ADMIN.	17,500.40	458.50	5,915.77	33.80
GROUP LIFE	675.00	35.87	163.01	24.15
HEALTH INSURANCE	37,568.00	1,636.82	17,991.86	47.89
TOTAL EXPENSES	679,309.96	31,800.07	200,516.75	29.52
NET INCOME	\$ 153.04	(\$ 9,545.01)	(\$122,142.19)	(79,810.63)