

Town of Pine Ridge

2757 Fish Hatchery Road
West Columbia, SC 29172
Telephone (803) 755-2500
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July 10, 2018 TOWN COUNCIL MEETING AGENDA

Town Council Work Session

- 6:30 P.M. – 6:40 P.M. Introduction & Oath of Office for Patrolman Brown
- 6:40 P.M. – 6:45 P.M. Review of Police Department Report
- 6:40 P.M. – 6:45 P.M. Review of Administrative Department Report
- 6:45 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. June 12, 2018 Regular Scheduled Meeting

Old Business

1. Town 60th Anniversary update
2. Estates at Indigo Bond Estimate to repair infrastructure
3. Indigo Place Bond Estimate to repair infrastructure
4. Courtyards at Rockford Place Bond Estimate to repair infrastructure
5. Town Signs located at Fish Hatchery Road & Pine Ridge Drive
6. Police Department Strategic Plan

New Business

1. Committee Appointments by Mayor for fiscal year 2018/2019:
 - a) Finance Committee - Chair & member
 - b) Administrative Liaison – Chair & member
 - c) Public Safety Committee-Police Commissioner & member
 - d) Public Utilities & Health Committee–Chair & member
 - e) Property and Recreation Committee–Chair & member
 - f) Employee Grievance Committee-Chair & 2 members
 - g) Central Midlands Regional Planning Council of Governments Representative
 - h) Lexington Water & Sewer Commission Representative

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July 10, 2018 TOWN COUNCIL MEETING AGENDA

New Business continued

2. Town Hall/PD upfit:
 - a) Parking area in front of Town Complex
 - b) Parking area in front of Camp Moore/Styx
3. Potential Candidate for Board of Zoning Appeals appointment
4. Potential Candidate for Planning Commission appointment
5. Memorandum of Agreement – Department of Juvenile Justice
6. Proclamation for National Night Out – August 7th, 2018
7. Midland Football & Cheerleading Sponsorship (donation)
8. Midland Football & Cheerleading Game Program/Yearbook Ad (donation)
9. SC Municipal Insurance & Risk Financing Fund (SCMIRF) quote
10. Adjourn to Executive Session: Receipt of legal advice relating to claims against the Town and other matters covered by attorney-client privilege (SC Law 30-4-70 (a)(2))
11. Reconvene to Regular Session
12. Possible Actions by Council in follow up to Executive Session

Citizen's Comment Time

ADJOURN

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

Staff present: Town Administrator Viki Miller, Chief Scott, Lieutenant Starkey
and Patrolman Brown

6:31 P.M. – 6:37 P.M. Introduction & Oath of Office for Patrolman Brown

Chief Scott asked Lieutenant Starkey to introduce Patrolman Brown to Council Members and those in attendance. Lieutenant Starkey administered the Oath of Office with the assistance of Patrolman Brown's mother, Mrs. Gail Wyant.

6:37 P.M. – 6:45 P.M. Review of Police Department Report

Written Administrative Police Department reports were included in the Council packets. Chief Scott went over the following with Council: A hundred percent follow up on calls Lexington County took, In-Vest donated two Active Shooter vests which Chief Scott stated Lt Starkey and Patrolman Brown would be wearing, E-tickets have been initiated in three of the vehicles, updated twenty-two Mutual Aid Agreements. Chief has acquired Mental Health of America and Three Rivers as Sponsors for National Night Out. Door prizes and school supplies are being donated for National Night Out. Councilwoman Sturkie had porta-potties donated and the Children's Choir will sing the National Anthem. Chief Scott set up the equipment to show Council the Police Department's Lip Synch Challenge. Chief Scott also updated Council on the Canvas Event for Kids that there have been sixteen kids registered between the ages of three and twelve.

6:45 P.M. – 6:47 P.M. Review of Administrative Department Report

Written Administrative Department reports were included in the Council packets. Mayor Wells stated that Ms. Brittany Burns, Clerk of Court, has been a huge help during the renovations keeping everything scheduled and in order. Additionally, Ms. Burns contacted In-Vest USA and was essential in acquiring the two vest donations and numerous other donations for National Night Out.

6:47 P.M. - 6:53 P.M. Informational Council Discussion

Council discussed the following:

- Mayor Wells stated that the Town received a letter from Advanced Disposal notifying us that services end October 31, 2018. A request for proposal will be sent out as soon as possible.
- Mayor Wells stated that he was told that the City of Cayce is asking the Post Office to re-address those properties that the City of Cayce serves water and sewer to a Cayce mailing address.

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

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TOWN COUNCIL MEETING – 6:53 P.M.

CALL TO ORDER

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

Staff present: Town Administrator Viki Miller, Chief Scott and Lieutenant Starkey

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. June 12, 2018 Regular Scheduled Meeting

Councilman Dinkins made a motion to approve the minutes of June 12, 2018 as submitted. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.

OLD BUSINESS

1. Town 60th Anniversary update

Festival & Banners update: Anniversary Committee Chairman Dinkins stated that he had checked on the brackets for the banners and will get with Mayor Wells when they are ready to hang. Lexington County Council approved \$2,500.00 from the Temporary Alcohol & Beverage License Fee Funds for 2018/2019. Chairman Dinkins is still waiting on clarification on the Workers Compensation coverage for Palmetto Amusements.

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2. Estates at Indigo Bond Estimate to repair infrastructure

Mayor Wells stated that Lexington County Councilman Todd Cullum gave us an update during the May Council meeting. A work order has been placed to repair Vista View Drive and until Oakhill Road is paved, we are unable to proceed any further with the County.

3. Indigo Place Bond Estimate to repair infrastructure

This item is included in the discussion under Item#2.

4. Courtyards at Rockford Place Bond Estimate to repair infrastructure

This item is included in the discussion under Item#2.

5. Town Signs located at Fish Hatchery Road & Pine Ridge Drive

Mayor Wells stated that he is currently working on additional options and will advise once he has more information. The old shrubbery has been removed so that when the project is ready to begin nothing will be in the way.

6. Police Department Strategic Plan

Mayor Wells stated this item had been held last month so that all of Council could be in attendance.

Chief Scott stated that he had prepared the Strategic Plan based on a three-year mission based on agreed upon values and goals for the Police Department.

Councilman Simms made a motion to remove the Police Department Strategic Plan off the table. Councilwoman Sturkie seconded the motion, which was unanimously approved by all members of Town Council who were present.

Councilwoman Sturkie made a motion to approve the Police Department Strategic Plan as submitted. Councilman Dinkins seconded the motion, which opened the item for discussion.

Mayor Pro-tem Davis stated that he thought this was a good plan but would like to make some minor changes and asked Council to consider amending the motion to include those changes.

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Councilwoman Sturkie amended her motion to include the changes.

Councilwoman Sturkie made a motion to amend her previous motion to approve the Police Department Strategic Plan as submitted but to include some minor changes made by Mayor Pro-tem Davis. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.

NEW BUSINESS

1. Committee Appointments by Mayor for fiscal year 2018/2019:
 - a) Finance Committee - Chair Davis & Member Dinkins
 - b) Administrative Liaison – Chair Wells & Member Simms
 - c) Public Safety Committee-Police Commissioner Wells & Member Davis
 - d) Public Utilities & Health Committee–Chair Dinkins & Member Sturkie
 - e) Property and Recreation Committee–Chair Simms & Member Sturkie
 - f) Employee Grievance Committee-Chair Davis & Members Sturkie & Dinkins
 - g) Central Midlands Regional Planning Council of Governments Representative-Simms
 - h) Lexington Water & Sewer Commission Representative-Sturkie

2. Town Hall/PD upfit:
 - a) Parking area in front of Town Complex
 - b) Parking area in front of Camp Moore/Styx

Mayor Wells stated that new light bulbs have been installed through out the complex, ceiling tiles replaced, and the mezzanine is in the process of being built. Camp Moore/Styx parking lot is our obligation to repair as long as we are using it for historical purposes. Mayor Wells stated that he is still working on getting quotes for both parking areas.

3. Potential Candidate for Board of Zoning Appeals appointment

Mayor Wells stated that we have an opening on the Board of Zoning Appeals and we have a volunteer willing to fill that spot. Mayor Wells asked Mr. Owen Cumalander to identify himself to Council.

Mayor Pro-tem Davis made a motion to appoint Mr. Owen Cumalander to the Board of Zoning Appeals. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.

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4. Potential Candidate for Planning Commission appointment

Mayor Wells stated that we have an opening on the Planning Commission and we have a volunteer willing to fill that spot. Mayor Wells asked Mrs. Candace Jackson to identify herself to Council.

Councilwoman Sturkie made a motion to appoint Mrs. Candace Jackson to the Planning Commission. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.

5. Memorandum of Agreement – Department of Juvenile Justice

Mayor Wells stated this is an annual agreement between the Town and SCDJJ where we agree to pay the per diem rate of \$50.00 per day for any juvenile that we take to the detention facility. This rate is stated in SC Code of Laws 63-19-1610. In the last nine years, the Town has only paid \$100.00 for the incarceration of juveniles. There is an additional program that is run at no cost to the Town, Detention Alternative Placement Program (DAP).

Councilman Dinkins made a motion to approve the Memorandum of Agreement with the Department of Juvenile Justice as submitted. Councilwoman Sturkie seconded the motion, which was unanimously approved by all members of Town Council who were present.

6. Proclamation for National Night Out – August 7th, 2018

Mayor Wells read aloud the Proclamation for National Night Out on August 7, 2018.

Councilwoman Sturkie made a motion to approve the Proclamation for National Night Out on August 7, 2018, as submitted. Mayor Pro-tem Davis seconded the motion, which was unanimously approved by all members of Town Council who were present.

7. Midland Football & Cheerleading Sponsorship (donation)

Councilwoman Sturkie made a motion to send the request to sponsor Midland Football & Cheerleading to the Finance Committee for the final decision. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.

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8. Midland Football & Cheerleading Game Program/Yearbook Ad (donation)

Councilwoman Sturkie made a motion to send the request to sponsor an ad in the game program or yearbook for Midland Football & Cheerleading to the Finance Committee for the final decision. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.

9. SC Municipal Insurance & Risk Financing Fund (SCMIRF) quote

Mayor Wells stated that the Municipal Association offers u=insurance coverage to Municipalities. In doing our due diligence, the quote from SCMIRF is roughly \$1,158 cheaper than our current insurance through the South Carolina Insurance Risk Fund.

Mayor Wells made a motion to remain covered by our current insurance company, the South Carolina Insurance Risk Fund. Councilman Dinkins seconded the motion, which opened the item for discussion.

Council discussed experience modifications on liability from year to year and what the difference is between a "Fund" and a "Pool".

All Town Council members present voted unanimously in favor of remaining with the South Carolina Insurance Reserve Fund.

10. Adjourn to Executive Session: Receipt of legal advice relating to claims against the Town and other matters covered by attorney-client privilege (SC Law 30-4-70 (a)(2))

Councilwoman Sturkie made a motion that council go into executive session to discuss negotiations incident to receipt of legal advice relating to claims against the Town and other matters covered by attorney-client privilege. This item is allowed by SC Code of Laws, Section 30-4-70 (a) (2), which applies to the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the Town of a claim.

Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.

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11. Reconvene to Regular Session

Mayor Wells stated that no votes were taken during Executive Session other than to adjourn and resume the meeting.

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

No action was taken by Council.

Citizen's Comment Time

Ms. Johnny Allen of 4152 Bachman Road wanted to know if Council was aware of any plans on development of housing on the golf course.

ADJOURN

With no further business to discuss, Councilman Simms moved to adjourn, with a second by Councilwoman Sturkie. With the Council's unanimous approval, Mayor Wells adjourned the meeting at 7:48 P.M.

Respectfully submitted,

APPROVED:

Viki M. Miller, Town Administrator

Robert M. Wells, Jr., Mayor

Date: _____