

Town of Pine Ridge

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June 12, 2018 TOWN COUNCIL MEETING AGENDA

Town Council Work Session

- 6:30 P.M. – 6:40 P.M. Introduction & Oath of Office for Lieutenant Starkey
- 6:40 P.M. – 6:45 P.M. Review of Police Department Report
- 6:45 P.M. – 6:50 P.M. Review of Administrative Department Report
- 6:50 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 8, 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. Ordinance 2018-04 Proposed 18/19 Budget *2nd reading

New Business

1. Town Hall/PD upfit:
 - a) Roof sealing – standing seam
 - b) Cleaning of soffit & fascia on building
 - c) Mezzanine in garage
 - d) Gable, fan & vents in garage
 - e) Tint for all exterior windows
 - f) Glass for administrative desk
 - g) Sealing & Striping parking lot
 - h) Upper parking lot repair or repaving
2. Police Department Strategic Plan
3. Children, Cops & Canvas Event
4. National Night Out Event

Citizen's Comment Time

ADJOURN

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

Staff present: Town Administrator Viki Miller, Clerk of Court Brittany Burns, Chief Scott, Lieutenant Starkey, Patrolman Neeley and Patrolman Brown

6:32 P.M. – 6:37 P.M. Introduction & Oath of Office for Lieutenant Starkey

Chief Scott introduced Lieutenant Joshua Starkey to Council Members and those in attendance. Chief Scott administered the Oath of Office with the assistance of Lieutenant Starkey's father during the pinning ceremony.

6:37 P.M. – 6:39 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: rebuilding of the Police Department by getting out and communicating and engaging with the public, creation of a Strategic Plan for the Department and creating a social media account to keep the public updated. Councilman Dinkins stated he was happy to run into Chief Scott at several local events. Councilman Simms stated he was glad Chief was able to help out with the kitten at the ballfield.

6:39 P.M. – 6:41 P.M. Review of Administrative Department Report

Written Administrative Department reports were included in the Council packets. Council talked about the new light at the ballpark, fiscal year end expenses and revenue.

6:41 P.M. - 6:43 P.M. Informational Council Discussion

Mayor Pro-tem Davis stated that the Citizen he spoke with regarding a dog park has withdrawn their request.

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

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TOWN COUNCIL MEETING – 6:43 P.M.

CALL TO ORDER

Mayor Pro-tem Davis called the Town Council meeting to order at 6:43 P.M. with Councilman Dinkins and Councilman Simms present. Mayor Pro-tem Davis stated that a quorum exists with three members of Town Council present.

Staff present: Town Administrator Viki Miller, Clerk of Court Brittany Burns, Chief Scott and Lieutenant Starkey

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. May 8, 2018 Regular Scheduled Meeting

Councilman Dinkins made a motion to approve the minutes of May 8, 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 in 2018

Festival & Banners update: Anniversary Committee Chairman Dinkins stated Palmetto Amusements has requested a deposit for the rides, he is working with K & K Printing on a large banner and pole banners. The May 22nd Festival Committee meeting had nine people attending, the next meeting is scheduled for June 19th.

Councilman Dinkins made a motion to approve a check in the amount of \$4,993.75 to Palmetto Amusements for the deposit on the rides. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.

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2. Estates at Indigo Bond Estimate to repair infrastructure

Mayor Pro-tem Davis 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

Council chose not to take any action on the painting of the sign until they could get more information.

6. Ordinance 2018-04 Proposed 18/19 Budget *2nd reading

Mayor Pro-tem Davis stated that the proposed 2018/2019 Budget had a public hearing and first reading on May 8, 2018.

Councilman Dinkins made a motion to approve the second reading of Ordinance 2018-04 as submitted. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.

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NEW BUSINESS

1. Town Hall/PD upfit:
 - a) Roof sealing – standing seam
Councilman Simms made a motion to approve WK Construction in the amount of \$1,150.00. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.
 - b) Cleaning of soffit & fascia on building
Councilman Dinkins made a motion to approve WK Construction in the amount of \$600.00. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.
 - c) Mezzanine in garage
Councilman Simms made a motion to approve Bolin & Son in the amount of \$3,955.05. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.
 - d) Gable, fan & vents in garage
Councilman Dinkins made a motion to approve Carolina Gold in the amount of \$675.00. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.
 - e) Tint for all exterior windows
Councilman Simms made a motion to approve Palmetto Pro Tint in the amount of \$1,595.00. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.
 - f) Glass for administrative desk
Councilman Dinkins made a motion to approve Sheppard's Glass in the amount of \$736.52. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.

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g) Sealing & Striping parking lot

Mayor Pro-tem Davis stated that this item should be held till the next scheduled Council meeting for more discussion.

Councilman Simms made a motion to table the Sealing & Striping of the parking lot. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.

h) Upper parking lot repair or repaving

Mayor Pro-tem Davis stated that this item should be held till the next scheduled Council meeting for more discussion.

Councilman Simms made a motion to table the Upper parking lot repair or repaving. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.

2. Police Department Strategic Plan

Chief Scott submitted his Strategic Plan for the Police Department to Council. Chief Scott stated that it focused on Community Policing, Staffing/Administration, Technology & Social Media, Officer Wellness, Training & Morale.

Mayor Pro-tem Davis stated that he looked over Strategic Plan and would like to hold off on approving this item until all members of Council are present.

Councilman Dinkins made a motion to table the Police Department Strategic Plan as submitted. Mayor Pro-tem Davis seconded the motion, which opened the item for discussion.

Council commended Chief Scott for a well thought out proposed Strategic Plan.

Mayor Pro-tem Davis called for a vote. All Town Council members present voted unanimously in tabling the Police Department Strategic Plan as submitted.

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3. Children, Cops & Canvas Event

Chief Scott presented the Children, Cops & Canvas Event to Council. Chief Scott stated that events like this would create more positive community engagement with our Officers. Chief Scott stated that he would have liability waivers signed by the parents and already has a sponsor that will provide food and drinks.

Councilman Dinkins made a motion to approve the Children, Cops & Canvas Event as submitted. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.

4. National Night Out Event

Chief Scott stated that the purpose of National Night Out is to strengthen the partnership between law enforcement and the community. The event is being held nationally on Tuesday, August 7th. Chief Scott stated that he is working on sponsors but would like Council to consider a budget of \$650.00, should he not be able to find a sponsor.

Councilman Dinkins made a motion to approve the National Night Out Event on Tuesday, August 7th with a \$650.00 budget. Councilman Simms seconded the motion, which opened the item up for discussion.

Mayor Pro-tem Davis stated that this is not in our 2018/2019 budget but it was important to build that relationship back up between residents and law enforcement.

Mayor Pro-tem Davis called for a vote. All Town Council members present voted unanimously to approve the National Night Out Event on Tuesday, August 7th with a \$650.00 budget as submitted.

Citizen's Comment Time

Ms. Doris Fletcher of 1305 Adkins Circle asked when was the National Night Out planned. Councilman Simms answered that it was being held on Tuesday, August 7th from 5pm-8pm.

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Mayor Pro-tem Davis thanked those in attendance for coming out to tonight's council meeting.

ADJOURN

With no further business to discuss, Councilman Simms moved to adjourn, with a second by Councilman Dinkins. With the Council's unanimous approval, Mayor Pro-Tem Davis adjourned the meeting at 7:16 P.M.

Respectfully submitted,

APPROVED:

Viki M. Miller, Town Administrator

Robert M. Wells, Jr., Mayor

Date: _____

APPROVED 7/10/2018