

Town of Pine Ridge

2757 Fish Hatchery Road
West Columbia, SC 29172
Telephone (803) 755-2500
Facsimile (803) 955-0605



MARCH 13, 2018 TOWN COUNCIL MEETING AGENDA

Town Council Work Session

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

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

6:47 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. February 13, 2018 Regular Scheduled Meeting
2. March 8, 2018 Special Called Work Session

Old Business

1. Town 60th Anniversary in 2018
 - a) Fun on the Ridge update
 - b) Run on the Ridge 5k 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. Courtyards at Rockford Place Bond Estimate to repair infrastructure
6. Infrastructure Planning Goals 2018-2020
7. Ordinance 2018-02 Proposed 17/18 Budget Amendment*2nd reading
8. Ordinance 2018-03 Proposed Floodplain Regulations Amendment*2nd reading
9. Midland Girls Softball Sponsorship (donation) - UPDATE
10. New Website proposal – RFP18-01

New Business

1. Proclamation for Peace Officers' Memorial Day
2. Midland Dixie Youth Baseball Pride Golf Classic (donation)
3. Midland Dixie Youth Baseball Yearbook (donation)

Citizen's Comment Time

ADJOURN

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

Staff present: Town Administrator Viki Miller, Interim Chief Powell and Patrolman Carswell

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

Written Administrative Department reports were included in the Council packets. Council discussed the February month end budget and appreciation for the drop safe for evidence that was donated to the Police Department.

6:47 P.M. - 6:50 P.M. Review of Police Department Report

Written Administrative Police Department reports were included in the Council packets. Interim Chief Powell discussed a program run by SC DHEC on the use of Narcan to help with opioid overdose. Interim Chief Powell also directed Council to a copy of a Memorandum of Agreement with the South Carolina Department of Health and Environmental Control.

6:50 P.M. - 7:05 P.M. Informational Council Discussion:

Town Council discussed the following:

- We were unaware that Hoover never scheduled the final inspection on the pole building. A Lexington County Building Official came out on March 12th and gave final approval on the project.
- Mayor Wells signed the Mayoral Proclamation for the 2018 March for Meals at the Pine Ridge-South Congaree Senior Center on February 15th.
- In support of the 2018 March for Meals, Mayor Wells will be delivering Meals on Wheels to area Senior Citizens on March 20th.
- Upper parking lot continues to wash out into the storm drainage system, leaving large holes and ruts in front of the Historic Camp Moore/Styx. The State gave us permission to use the property for the historic site. Jackson Construction has submitted a quote to grade, make a natural ditch for continued water flow and asphalt the area which should be a final solution. We need two additional quotes before Council can vote on the project.
- Mayor Wells stated that he would like the Town Administrator to create a request for proposal to advertise for service of quarterly wet sampling and dry screening annually by a trained professional. The Town is required to obtain/inspect various areas of town to ensure we are in compliance with SC DHEC's Stormwater permitting and the EPA's National Pollutant Discharge Elimination System (NPDES).

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- Council attended the Midland Dixie Youth Boys Baseball opening ceremonies at the new fields on March 3rd.
- Council attended the Midland Girls Softball opening ceremonies on March 10th.
- Council discussed holding the Christmas parade at night on December 1st along with the Tree Lighting. Councilwoman Sturkie will verify the locations and working order of all street lights along Pine Ridge Drive.
- Mayor Wells will speak with the County on providing additional light at the entrance to the new ballfield as it does not qualify under the street light policy. Mayor Wells will check on the speed limit change, sidewalks and crosswalk to and from the overflow parking.

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

APPROVED 4/10/2018

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- b) Run on the Ridge 5k: Anniversary Committee Member Sturkie stated she is not sure about the race and is thinking about a block party.

Committee Chairman Dinkins stated that he was currently working on flyers.

2. Town Hall/PD renovation project

Mayor Wells stated that he has been looking into cheaper options on how to get the town hall renovated. He added that if we removed the structural renovations, the project could be broke into incremental projects for electrical and drywall. Mayor Wells stated he will get some quotes for Council to look at which should greatly reduce the outflow of money.

3. Estates at Indigo Bond Estimate to repair infrastructure

Mayor Wells stated that there has been no recent updates and we are continuing to work with the County.

4. Indigo Place Bond Estimate to repair infrastructure

This item is included in the discussion under Item#3.

5. Courtyards at Rockford Place Bond Estimate to repair infrastructure

Mayor Wells stated that we have met with the new property owners and their Attorney to try and find a solution.

6. Infrastructure Planning Goals 2018-2020 *discussion

Mayor Wells stated that Council discussed this item at the Special Called Work Session on March 8th. Council came up with the following:

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Infrastructure Planning Goals 2018-2020
Short Term (Spring 2018)

Town Signs at Fish Hatchery/Pine Ridge Dr: revitalization of the both signs and landscaping.

Town Sign in front of Town Hall: repair the electrical issue for lighting.

Storage/Garage Facility: complete the mezzanine for storage and install gable and vents.

Medium Term (Summer/Fall/Winter 2018)

Snowflakes: purchase new mounting brackets, test the electrical to ensure all lights will be in working order.

Building Renovations: upgrade and renovate the existing town facilities to better serve the citizens of Pine Ridge. This will include upfitting of the multi-purpose room that will serve as council chambers and a municipal court room.

Long Term (2019-20)

Sidewalk extensions:

1. Mallard Trace sub-division towards Hwy 321 ending at Pleasant Valley on Fish Hatchery Road.
2. Dogwood Road to Bachman Road on Fish Hatchery Road.

Recreational Facilities:

Camp Styx/Moore: investigate leasing of the historical site from the State of South Carolina.

Natural Hiking Trail addition to Camp Styx/Moore: investigate leasing of the property from the State of South Carolina. This project will include the construction of approximately 7,000 linear feet of ten (10)-foot wide mulched nature trails. Additional facilities proposed include: picnic areas, fitness stations, benches, and a 1000 SF restroom facility.

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Mayor Pro-tem Davis made a motion to approve the Infrastructure Planning Goals for 2018 through 2020. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council present.

7. Ordinance 2018-02 Proposed 17/18 Budget Amendment*2nd reading

Councilman Dinkins made a motion to approve Ordinance 2018-02 as submitted. Councilwoman Sturkie seconded the motion, which opened the item for discussion.

Mayor Pro-tem Davis stated the major change in the budget is the removal of the JAG Grant, which was denied. The other adjustments are minor and reflect items that Council had previously approved during the course of the fiscal year.

Mayor Wells called for a vote. All Town Council members present voted unanimously in favor of approving Ordinance 2018-02 as submitted.

8. Ordinance 2018-03 Proposed Floodplain Regulations Amendment*2nd reading

Mayor Wells explained that we participate in the National Flood Insurance Program in order to help our residents save money as they are required to purchase flood insurance if they live in flood zones.

On March 31, 2016, the Town of Pine Ridge participated in the Lexington County Flood Insurance Study Preliminary DFIRM Community Coordination (PDCC) and Open House Meeting. The Open House meetings were a vital part of the release of Preliminary FIRMs. The meetings were arranged as a true open house/drop in with stations that individuals can go to for assistance. The State and FEMA were participants in the meetings as we are all partners in the mapping process. An informational flyer was mailed to anyone who had property in the flood zone. The State and FEMA handled the flood insurance, Appeals and Comments, engineering/study questions, and Hazard Mitigation Assistance.

As a result, we recently received a letter from FEMA stating that we are receiving new flood panels as a result of the Lexington County Flood Insurance Study. These panels will become effective on July 5, 2018. Before the maps go effective, we are required to adopt the new maps in our flood ordinance. Adopting the maps is a minimum requirement to participate in the National Flood Insurance Program. If we do not adopt the maps by this date, we will be automatically suspended from the program.

The amended changes have been sent to SCDNR for approval who assists with recommendations, advice and training for Floodplain Management.

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Councilman Simms made a motion to approve Ordinance 2018-03 as submitted. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.

9. Midland Girls Softball Sponsorship (donation) UPDATE

Mayor Wells reminded Council they approved a \$700.00 donation to sponsor two teams on 2/13/18. After approval the Town Administrator spoke to their Treasurer, who stated they had enough sponsors. We were asked if we would be interested in purchasing three banners (one for each field they are using). On February 20th, the Finance Committee gave approval to make the change and donate \$450.00 for the three banners. After a Midland Girls Softball Board meeting, they had additional players sign up to create another team. The Board has put the Town as a sponsor on the new team and did not expect any additional funding.

10. New Website Proposal – RFP18-01

Mayor Wells stated that the Town is in need of an updated website with the ability to post more information for residents on a timely basis. The Town Administrator prepared RFP18-01 to help potential vendors submit proposals that will meet our needs. The ad is scheduled to be advertised in SCBOS on 3/8/2018 and in the Chronicle on 3/15/2018. The deadline is April 2nd and will be up for Council vote at the April Council meeting.

NEW BUSINESS

1. Proclamation for Peace Officers' Memorial Day

Mayor Wells read aloud the Proclamation for Peace Officers' Memorial Day.

Councilwoman Sturkie made a motion to approve the Proclamation for Peace Officers' Memorial Day as submitted. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.

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2. Midland Dixie Youth Baseball Pride Golf Classic (donation)

This item is included in the discussion under Item#3.

3. Midland Dixie Youth Baseball Yearbook (donation)

Councilwoman Sturkie made a motion to send the donation request for Midland Dixie Youth Baseball Pride Golf Classic and Yearbook to the Finance Committee to make the final decision. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.

Citizen's Comment Time

Mrs. Doris Fletcher of 1305 Adkins Circle had some questions concerning the brackets that SCE&G is going to install on the electrical poles to hold the Christmas lights.

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 Wells adjourned the meeting at 7:32 P.M.

Respectfully submitted,

APPROVED:

Viki M. Miller, Town Administrator

Robert M. Wells, Jr., Mayor

Date: _____