

Town of Pine Ridge

2757 Fish Hatchery Road
West Columbia, SC 29172
Telephone (803) 755-2500
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November 13, 2018 TOWN COUNCIL MEETING AGENDA

Town Council Work Session

- 6:30 P.M. – 6:45 P.M. Public Hearing: Ordinance 2018-11-SCE&G Franchise
6:45 P.M. – 7:00 P.M. Public Hearing: Ordinance 2018-12-MCEC Franchise
7:00 P.M. – 7:15 P.M. Public Hearing: Ordinance 2018-13-Map Amendment
7:15 P.M. – 7:17 P.M. Review of Administrative Department Report
7:17 P.M. – 7:19 P.M. Review of Police Department Administrative Report
7:19 P.M. – 7:21 P.M. Informational Council Discussion

7:21 P.M. - Town Council Meeting

Call to Order & Invocation

Freedom of Information Act Compliance

Approval of Minutes

1. October 9, 2018 Regular Scheduled Meeting
2. October 29, 2018 Special Called 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 Hall/PD upfit:
 - a) Council/Court Chamber Elevated Platform
6. Ordinance 2018-10: Adopt administrative fees for MASC Setoff Debt Collection

New Business

1. Ordinance 2018-11: Amending Franchise Agreement with SCE&G
2. Ordinance 2018-12: Amending Franchise Agreement with MCEC
3. Ordinance 2018-13: Map Amendment for TMS#007833-01-009
4. 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)
5. Reconvene to Regular Session
6. Possible Actions by Council in follow up to Executive Session

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November 13, 2018 TOWN COUNCIL MEETING AGENDA

7. Finance Committee Donation update: 21st Annual L.C. Lucas Memorial Tournament
8. Volunteer Appreciation Acknowledgement (Donation)
9. Annual Pine Ridge Senior Center Luncheon (Donation)
10. Decoration of town signs (Donation)
11. Employee Service Recognition
12. 2019 Meeting and Holiday Schedule
13. Council Committee discussion
14. Police Commissioner discussion
15. Proposed Revenue Enhancement project
16. Town Christmas tree lighting & parade
17. Proposed Central Midlands assistance on Zoning Ordinance/Subdivision Regulations

Citizen's Comment Time
ADJOURN

APPROVED 12/11/2018

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

Staff present: Interim Chief Neeley and Clerk of Court Brittany Burns

6:30 P.M. – 6:33 P.M. Public Hearing: Ordinance 2018-11 SCE&G Franchise

Mayor Wells read aloud the public notice and the title to Ordinance 2018-11. The Public Hearing notice was published and posted as required. Mayor Wells asked Ms. Morgan Harrell to speak. Ms. Harrell stated the ordinance was in follow up to Electric Service Agreement that Council approved at the October Council meeting. This Franchise Agreement is renewing and contains updated language with similar agreements throughout all SCE&G territories. Mayor Wells asked for anyone in opposition to speak: Ms. Doris Fletcher of Adkins Circle, had a question as to what it was about. Mayor Wells stated that is was a clarification by the electrical entities of where their service territories were located. There were no changes in the franchise fee portion. Mayor Wells asked for anyone in support to speak: none did. Mayor Wells closed the public hearing for Ordinance 2018-11.

6:33 P.M. – 6:36 P.M. Public Hearing: Ordinance 2018-12 MCEC Franchise

Mayor Wells read aloud the public notice and the title to Ordinance 2018-12. The Public Hearing notice was published and posted as required. Mayor Wells asked Mr. Bobby Wilbur to speak. Mr. Wilbur stated that this will assist SCE&G and MCEC, when the town goes to annex properties. The service areas will already be known. Mayor Wells asked for anyone in opposition to speak: none did. Mayor Wells asked for anyone in support to speak: none did. Mayor Wells closed the public hearing for Ordinance 2018-12.

6:36 P.M. – 6:47 P.M. Public Hearing: Ordinance 2018-13 Map Amendment

Mayor Wells read aloud the public notice and the title to Ordinance 2018-13. The Public Hearing notice was published and posted as required. Mayor Wells asked for anyone in opposition to speak:

- Mrs. Hazel Kanipe of Courtney Drive has a question on the uses allowed in the Mixed Use (MU) Zoning District.
- Councilman Simms read aloud the permitted uses for Mixed Use.
- Councilman Dinkins stated that the proposed zoning district did not allow the same amount of uses as the expired C-1 PD zoning district, therefore being more restrictive.

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Mayor Wells asked for anyone in support to speak:

- Mr. Jeff Hendrix, Representative of Sturkie-Jones, explained that they had been working on a use that would benefit the residents and keep the strict regulations that were previously approved through the deeding of the property. The PD expired, which required the Planning Commission to initiate a new zoning designation. Mr. Hendrix stated that they currently have an agreement with Dollar General for a higher-end design, which contains a stone/stucco front façade. One has recently opened in the Town of Springdale. The front portion of the property which is 1.82 acres, will be the Dollar General with only a Pine Ridge Drive entrance and exit and the remaining property will be residential. The restrictions will be recorded in the deed and if anything was to happen to the building on the property, it would have to be rebuilt according to deed and town regulations. Lexington County Public Works Department will be overseeing the project to keep it within County requirements.

Unidentified residents spoke but the microphone was unable to pick up anything audible since they were some distance from the microphone.

Mayor Wells closed the public hearing for Ordinance 2018-13.

6:47 P.M. – 6:48 P.M. Review of Administrative Department Report

Written Administrative Department reports were included in the Council packets. Mayor Wells asked if Council had any question regarding the Town Administrator or the Clerk of Court report, in which none did.

6:48 P.M. – 6:50 P.M. Review of Administrative Department Report

Written Administrative Department reports were included in the Council packets.

Interim-Chief Neeley gave Council a verbal report containing:

35 calls for service

22 reports written

71 uniform traffic tickets

5 arrests

88 community contacts

6:50 P.M. - 6:51 P.M. Informational Council Discussion

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

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TOWN COUNCIL MEETING – 6:51P.M.

CALL TO ORDER

Mayor Wells called the Town Council meeting to order at 6:51P.M. with Mayor Pro-tem Davis, Councilman Dinkins, Councilman Simms and Councilwoman Sturkie present.

Staff present: Interim Chief Neeley and Clerk of Court Brittany Burns

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. October 9, 2018 Regular Scheduled Meeting

Councilman Dinkins made a motion to approve the minutes of October 9, 2018, as submitted. Councilwoman Sturkie seconded the motion, which was unanimously approved by all members of Town Council who were present.

2. October 29, 2018 Special Called Meeting

Mayor Pro-tem Davis made a motion to approve the minutes of October 29, 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

Mayor Wells wanted to thank the following sponsors:

Lexington County Grant (pending), Pine Ridge Pharmacy, Palmetto Design Associates, Nephron SC, Inc., Charwood Golf Course, Mac Tool and the Pine Ridge Women's Club. Anniversary Committee Chairman Dinkins thanked all the members of the Festival Committee who worked so hard to make the 60th Anniversary Celebration a success.

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2. Estates at Indigo Bond Estimate to repair infrastructure

Mayor Wells stated he had spoke to County Councilman Todd Cullum for an update. Councilman Cullum stated that the engineering has been done and funds were approved. However, due to the weather it will not be until Spring 2019 until it is completed. Until the paving is completed, 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

Mayor Wells stated that this item is ongoing and being handled by the Town Attorney.

5. Town Hall/PD Upfit

- A) Council/Court Chamber Elevated Platform

Mayor Wells stated he met with a contractor yesterday to get a quote. However, we are looking into prebuilt furniture to see if there is any savings.

6. Ordinance 2018-10: Adopt administrative fees for MASC Setoff Debt Collection

Mayor Wells stated, the Municipal Association of South Carolina (MASC) recently conducted a thorough review of the Setoff Debt Ordinance and made some contextual changes needed for the Town of Pine Ridge to stay compliant with the Setoff Debt Collection Act and allow the association to act on their behalf to submit debts to the South Carolina Department of Revenue. The Town of Pine Ridge is an ongoing participant in the program which allows us to recoup some court debts. In order to remain in the program, the Town must adopt the Ordinance which was updated by MASC and must be approved as written. Our Attorney, Danny Crowe has reviewed the document and approved it as written. Public Hearing & first reading was held October 9, 2018.

Councilman Simms made a motion to adopt Ordinance 2018-10 as submitted. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.

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NEW BUSINESS

1. Ordinance 2018-11: Amending Franchise Agreement with SCE&G

Mayor Wells read aloud the title to Ordinance 2018-11 and stated The Town has Ordinances establishing the right of the Town to charge franchise fees to electricity providers within the Town to use the right of ways in the Town to deliver service. The two service providers for the Town of Pine Ridge are SCE&G and Mid-Carolina Electric Cooperative (MCEC).

In the past there have been disagreements, even lawsuits, over which electric utility has the right to serve particular parcels within municipalities. In an effort to solve these issues, SCE&G & MCEC have worked closely to settle all outstanding electric service territory issues throughout the County. SCE&G & MCEC have reached an agreement that assigns electric service territory rights down to the parcel level; each parcel has been assigned to SCE&G or MCEC. They believe the agreement will aid future planning for electric utilities, and will reduce uncertainty for property owners and developers. The agreement will also help to minimize duplication of facilities in the future. They are asking the Town to adopt the municipal electric service territory map for Pine Ridge through official action by Council. They have established a two-step process that has already been successfully implemented in a number of municipalities.

The first step was to adopt the Electric Service Rights Agreement (ESRA). SCE&G, MCEC and the municipality will all be parties to the ESRA. The ESRA will adopt the new municipal electric service territory map and provide a timeline for the adoption of new franchise agreements with SCE&G and MCEC.

The second step will be the adoption of new franchise agreements between SCE&G, MCEC and Pine Ridge. Each new franchise agreement will include the municipal electric service territory map as an exhibit.

Councilman Dinkins made a motion to approve Ordinance 2018-11 as submitted. Mayor Pro-tem Davis seconded the motion, which was unanimously approved by all members of Town Council who were present.

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2. Ordinance 2018-12:Amending Franchise Agreement with MCEC

Mayor Wells read aloud the title to Ordinance 2018-12 and stated that the reasoning behind the adoption is the same as Ordinance 2018-11 for SCE&G.

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

3. Ordinance 2018-13: Map Amendment for TMS#007833-01-009

Mayor Wells read aloud the title to Ordinance 2018-13 and stated that per Zoning Ordinance 521(l), the Planning Commission is required to initiate the rezoning of this property since no development has occurred within the required time period. After receiving the Planning Commission's recommendation, Council has held a public hearing and this is the first reading of Ordinance 2018-13, to change it to an appropriate district classification in conformity with the Comprehensive Plan.

521 PD Planned Development District Application and Review Procedure (cont.)

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| 1. Failure to begin; failure to progress; failure to complete | If the responsible party fails to begin, fails to progress, or fails to complete development as agreed in the descriptive statement, Town Council may charge the developer with violation of the zoning ordinance, may rezone the property, or may take any combination of these actions. In any event, if the planned development is not initiated within three years of its establishment, Town Council may extend the time limit if requested in writing by the developer. The Planning Commission shall initiate the rezoning of the property to an appropriate district classification in conformity with the comprehensive plan at the end of the three-year period. <i>Amended 9-10-13/ Ordinance 2013-08</i> |
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Planning Commission has recommended the property to be rezoned as a Mixed-Use Zoning Classification.

Councilman Dinkins made a motion to approve Ordinance 2018-13, as submitted. Mayor Pro-tem Davis seconded the motion, which was unanimously approved by all members of Town Council who were present.

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4. Adjourn to Executive Session:Personnel Matters

Councilman Dinkins made a motion to go into executive session to discuss personnel matters as allowed by SC Code of Laws, Section 30-4-70 (a)(1), which includes 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 AND to invite Interim-Chief Neeley AND Attorney Matt LaFave for counsel. Councilman Simms seconded the motion which was unanimously approved by all members of Town Council who were present.

5. Reconvene to Regular Session

Councilman Simms made a motion to reconvene to regular session. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.

Mayor Wells stated that no vote was taken in Executive Session other than to adjourn and resume the Regular meeting.

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

Councilman Dinkins made a motion to empower the Public Safety Committee to move forward with making an offer of employment to hire an approved candidate for the Lieutenant position. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.

7. Finance Committee Donation update: 21st Annual L.C. Lucas Memorial
Tournament

Requests between Council meetings: Finance Committee has been given the authority by Council to approve donation requests, following the guidelines of the donation policy, which may fall outside of the regular council meeting schedule. The authority to approve donation requests without the consideration of Council was renewed by Town Council on 7/10/18.

Allocated 2018/2019 Budget:

200.00 LC Lucas Memorial Golf Tournament

Check#16902 \$200.00 10/30/2018: Approved by Finance Committee on 10/23/18.
Event took place before the November Council meeting.

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8. Volunteer Appreciation Acknowledgement (Donation)

Mayor Wells stated that since 2011, the Town has authorized a gift of appreciation for the volunteers on our Planning and Zoning Boards. In the 2018/2019 budget, Council has approved a \$400.00 budget for this item.

2018/2019 Donation Budget

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|---|--------|
| Volunteer Appreciation (thank you note & gift card) | 400.00 |
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Councilman Simms made a motion to approve \$400.00 of the donation funds be specifically used for the town volunteers, as previously allocated. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.

9. Annual Pine Ridge Senior Center Luncheon (Donation)

Mayor Wells stated that the Town requested six quotes to provide the food for the annual luncheon. One vendor was already booked and another did not respond. Out of the four quotes received, the Secret Garden was the lowest quote. Mayor Wells stated that Council has already allocated \$1,000.00 in the 2018/2019 budget for the annual luncheon with the Seniors.

Mayor Pro-Tem Davis made a motion to approve the \$1,000.00 budget for the Annual Pine Ridge Senior Center Luncheon. Councilman Dinkins seconded the motion, which was unanimously approved by all members of Town Council who were present.

10. Decoration of town signs (Donation)

Mayor Wells stated that the Property & Recreation Committee Chairman Simms met and spoke with Mr. Cecil Oliver regarding decorating the town signs. Mr. Oliver previously had a sponsor who covered these expenses. Mr. Oliver also uses his personal decorations in which he is not asking to be reimbursed for.

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RECEIPTS for:

| | |
|--|----------------|
| Outdoor Mechanical Power Stake Light Timer | \$22.99 |
| Straw/Mums/Pumpkins | \$72.00 |
| Mini-Scarecrows & Maple foliage | <u>\$34.24</u> |
| | \$129.23 |

2018/2019 Donation Budget - Unallocated

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|---------------------------------------|--------|
| Bereavement & Miscellaneous Donations | 250.00 |
|---------------------------------------|--------|

Councilman Simms made a motion to approve the refund of \$129.23 to Mr. Cecil Oliver, as submitted. Mayor Pro-tem Davis seconded the motion, which was unanimously approved by all members of Town Council who were present.

11. Employee Service Recognition

Mayor Wells stated that Town Council has annually used this time of year to recognize staff contributions to the town in the form of a Christmas bonus.

Councilman Simms made a motion to send the Employee Service Recognition to the Finance Committee for their final decision. Councilwoman Sturkie seconded the motion, which was unanimously approved by all members of Town Council who were present.

12. 2019 Meeting & Holiday Schedule

Mayor Wells stated that on an annual basis, Town Council approves a Meeting & Holiday Schedule for the upcoming calendar year. We are required by law to publish the calendar at the beginning of every calendar year. The court dates have been confirmed by Judge Whittle.

Councilman Dinkins made a motion to approve the 2019 Meeting & Holiday Schedule, as submitted. Mayor Pro-tem Davis seconded the motion, which was unanimously approved by all members of Town Council who were present.

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13. Council Committee discussion

Mayor Wells stated that Councilwoman Sturkie had requested this item on the Agenda.

Councilwoman Sturkie stated that it is her opinion to dissolve all Council Committees with the exception of the Finance Committee. Councilwoman Sturkie believes this will bring more transparency to the entire Council and Citizens of the Town of Pine Ridge. Councilwoman Sturkie stated there is no reason that Council cannot resolve any issues that arise and this will ensure that they all get the information on issues that may arise. If an employee has a grievance, Councilwoman Sturkie believes that everyone on Council should be privy to that information and that employee should present their grievance in an Executive Session of Council to discuss and come to a resolution.

Councilwoman Sturkie stated she wanted to make a motion, in which Mayor Wells reminder her that this was a discussion item. Mayor Wells asked if any member of Council would like to discuss this item. None did.

14. Police Commissioner discussion

Mayor Wells stated that Councilwoman Sturkie had requested this item on the Agenda.

Councilwoman Sturkie stated that after discussion with members of the community, they have brought her great concerns of transparency with the Police Department. Any grievances should be brought before the entire council with the employee present. All Police Department employees work under the Police Chief and the Police Commissioner is not to get involved in their daily activities. Employees should be able to come directly to Council with grievances with out going to the Public Safety Committee.

After a couple minutes of silence, Mayor Wells went onto New Business Item #15. Councilwoman Sturkie stated she had a question regarding discussion of items 13&14. Mayor Wells asked if any member of Council wished to discuss either of the items. None did. Councilwoman Sturkie inquired as to when a motion can be made. Mayor Wells stated that changing the ordinances is not something that can happen overnight as it effects other ordinances and policies. Councilwoman Sturkie stated her reason for having these items on the agenda was to change the ordinances.

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15. Proposed Revenue Enhancement project

Mayor Wells stated in an effort to find ways to bring in additional income, Mrs. Miller asked Ms. Burns to contact three Revenue Enhancement companies. These companies came highly recommended by other municipalities and have helped recover lost funds in the areas of examining payables and current and potential revenue streams. These streams include business licensing and reconciliation of all franchise agreements. There is no cost to the Town as a percentage of what is recovered is kept by the Company.

Councilman Dinkins made a motion to approve Southern Resource Advisors, LLC, as submitted. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.

16. Town Christmas tree lighting & parade

Mayor Wells reminded Council the tree lighting is scheduled for Friday, November 30th from 6-8pm, with Mr. & Mrs. Claus, Pine Ridge Middle School Band and the Pine Ridge Women's Club assisting with light refreshments. The parade is scheduled for Saturday, December 1st at 3pm with Mr. & Mrs. Claus.

17. Proposed Central Midlands assistance on Zoning Ordinance/Subdivision Regulations

Mayor Wells stated that the Town currently has an agreement with Central Midlands (CMCOG) to provide the Zoning Administrator technical assistance on planning/zoning matters which includes mapping for \$5,500.00 a fiscal year. As of today, we have paid for one quarter in the amount of \$1,375.00. Mrs. Miller would like for Council to approve a revised agreement to include CMCOG assistance with our Zoning Ordinance and Subdivision Regulations. Over the years the Zoning Ordinance has been updated in various parts and we had adopted the Lexington County Land Development Regulations. During a recent request concerning Cluster Development Zoning, through Central Midlands, it was discovered that the adoption of the Lexington County Land Development Regulations only pertains to the Stormwater portion. Our current Zoning Ordinance still contains references to the Town's original Subdivision Regulations from 1985.

Councilman Dinkins made a motion to approve the agreement with Central Midlands, as submitted. Councilman Simms seconded the motion, which was unanimously approved by all members of Town Council who were present.

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Citizen's Comment Time

Mr. David Busby of 1843 Oak Hill Road, stated his concerns regarding Council Committee's and the Police Commissioner position.

Mr. Rock Lucas of 4075 Bachman Road, stated his concern with using Central Midlands to help revise our zoning ordinances. Mr. Lucas also thanked Council for the donation to the LC Lucas Memorial Golf Tournament, which raises funds to help local families.

Mr. Wally Price of 2579 Fish Hatchery Road, stated his concern with using Central Midlands to help revise our zoning ordinances. Mr. Price also stated his concerns regarding the Council Committee's and the Police Commissioner position.

Unidentified residents spoke but the microphone was unable to pick up anything audible since they were some distance from the microphone.

ADJOURN

With no further business to discuss, Councilman Dinkins moved to adjourn, with a second by Councilman Simms. With the Council's unanimous approval, Mayor Wells adjourned the meeting at 7:39 P.M.

Respectfully submitted,

APPROVED:

Viki M. Miller, Town Administrator

Robert M. Wells, Jr., Mayor

Date: _____