

Town of Pine Ridge

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SEPTEMBER 12, 2023 REGULAR SCHEDULED TOWN COUNCIL MEETING AGENDA

6:45 P.M. - 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 Administrative Report

6:47 P.M. – 6:50 P.M. Council Standing Committee Reports:

- a) Finance Committee-Chair Davis & Member Dinkins
- b) Property & Recreation Committee-Chair Sturkie & Member Simms
- c) Employee Grievance Committee-Chair Dinkins & Members Lewie & Sturkie

6:50 P.M. – 7:00 P.M. Informational Council Discussion:

- a) Municipal Clerk applications due by September 22, 2023 at 5pm

7:00 P.M. - Town Council Meeting

1. Call to Order
2. Roll Call and Determination of Quorum
3. Invocation
4. Pledge of Allegiance
5. Freedom of Information Act Compliance

Approval of Minutes

1. August 8, 2023 Regular Scheduled Council Meeting

Old Business

1. Consideration of Ordinance 2023-10: Adoption of Comprehensive Plan 2nd reading

New Business

1. Christmas Parade & Tree Lighting
2. Finance Committee Donation update: Midland Baseball
3. Proposed Police Department Policy Manual changes
4. RFP2023-01: Sanitation services for January 1, 2024 through December 31, 2029
5. Tyler Sanitation Solid Waste Contract Extension
6. Consideration of Memorandum of Agreement – Department of Juvenile Justice
7. Zoning Board of Appeals resignations (2)

Citizen's Comment Time – (email to vmiller@townofpineridgesc.com by 5pm on 9/11/2023)

ADJOURN

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Work Session
September 12, 2023

Council members present: Mayor Davis, Mayor Pro-Tem Simms, Councilwoman Lewie, Councilman Dinkins and Councilwoman Sturkie

Staff present: Chief Neeley

Absent: Town Administrator, Mrs. Miller

6:55 P.M. Town Council Work Session

Mayor Davis stated that due to technical problems, he apologized for the meeting starting a few minutes late.

6:56 P.M. – 6:57 P.M. Review of Administrative Department Report

Mayor Davis stated that the Administrative Department Report had been provided and that he was going to write a letter to the Town's attorney to get an opinion on code enforcement violation options to outstanding code violations.

Mayor Davis stated that it is not the Town's intention to be harsh, but that others who live in the proximity of these places and have been before Council with their concerns several times, have an expectation that their neighbors would take care of their properties. Mayor Davis stated that it is his understanding that the process sometimes takes a long time but the town intends to do its' due diligence to address these concerns.

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Mayor Davis asked if there were any questions regarding the Administrative Department Report, and there were none.

6:58 P.M. – 7:00 P.M. – Review of Police Dept. Administrative Report

Chief Neeley asked Council to refer back to the code violation sheet for the property at 587 Williams Circle. Chief Neeley stated that a court date had been set for September with hopes that the property would be cleaned up by that time.

Chief Neeley reported the following stats for the month of August, 2023:

- 10 reports for service
- 50 traffic citations – 34 of those for speeding
- 29 warnings – also for speeding
- 1 arrest
- 2 assists to other agencies

Chief Neeley mentioned a few of the changes to the Police Policy Manual. He stated that many changes were items which were required by the police academy.

Chief Neeley stated that both white Dodge Chargers were on the road unmarked and waiting for graphics to come in and then have them installed, which will be the same as the new SRO vehicle.

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7:01 P.M. – 7:02 P.M. – Council Standing Committee Reports

- a) Finance Committee – Chair Davis & Member Dinkins
Nothing at this time to report
- b) Property & Recreation Committee – Chair Sturkie & Member Simms
Nothing at this time to report
- c) Employee Grievance Committee – Chair Dinkins & Members Lewie & Sturkie
Nothing at this time to report

7:03 P.M. – 7:04 P.M. - Informational Council Discussion

Councilwoman Sturkie stated that “Upward Basketball” at Congaree Baptist Church would be starting up sometime near the end of October, 2023. She stated that the schools would be sending home flyers announcing the dates and times and everyone is invited to participate.

Mayor Davis asked Council if there was anything else to discuss. Hearing none, Mayor Davis closed the work session at 7:04 P.M.

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1. Call to order: Mayor Davis called the meeting to order at 7:04 P.M. with Mayor Pro-Tem Simms, Councilwoman Lewie, Councilman Dinkins and Councilwoman Sturkie present.

Staff present: Chief Neeley

Absent: Town Administrator, Mrs. Miller.

2. Roll call and Determination of Quorum:
Mayor Davis stated for the record, that a quorum has been established.
3. Invocation: Councilwoman Lewie led those in attendance in prayer.
4. Pledge of Allegiance: Mayor Davis led the Pledge of Allegiance.
5. Freedom of Information Act Compliance: Mayor Davis stated for the record, the town had met all of the requirements of the Freedom of Information Act.

Approval of Minutes

1. August 8, 2023 Regular Scheduled Council Meeting

Councilman Dinkins made the motion to approve the August 8, 2023 minutes, as submitted. Councilwoman Lewie seconded the motion, which was unanimously approved.

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Old Business

1. Consideration of Ordinance 2023-10: Adoption of Comprehensive Plan 2nd reading

Mayor recapped the process that the Town hired Benchmark Planning. The Planning Commission met numerous times with Benchmark Planning and passed Resolution 2023-09 recommending that Council approve the updated Comprehensive Plan. The Planning Commission invited the public for input on May 23, 2023 and Council held a public hearing on 8/8/2023. Council approved first reading on 8/8/2023, with recommended changes and the revised draft is available online.

Mayor Pro-Tem Simms made a motion for Consideration of Ordinance 2023-10: Adoption of Comprehensive Plan for the first 2nd reading. Councilman Dinkins seconded the motion, which was unanimously approved.

New Business

1. Christmas Parade & Tree Lighting

Mayor Davis stated that last month Council approved Dominion Energy's Agreement pertaining to signs and banners. A fee was paid to put new outlets on their poles and we are waiting for Dominion to complete their review to make sure that the outlets were installed correctly.

Council approved an Ad Hoc Committee to help plan with the Christmas Parade and Tree Lighting.

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Mayor Davis mentioned a few updated items:

- Airport HS Chorus & Band confirmed
- Pine Ridge Middle School Band confirmed
- Rootin -Tootin BBQ Food Truck confirmed
- Bleachers can be moved to the tree lighting area
- Lexington Ledger to help with publications
- Games
- Reached out to student government & cheerleaders to help kids with crafts
- Honored guest has agreed to participate

Councilman Dinkins stated that SIPS, who we previously used to provide hot chocolate has confirmed their availability and asked if Council wished to pay for a portion of hot chocolate.

Mayor Davis asked for a motion for SIPS to provide Hot Chocolate.

Councilwoman Sturkie made the motion to have Sips serve at the event. An amendment was then made to allow the Finance Committee to handle the financial portion of this motion. Councilwoman Lewie seconded the motion, which was unanimously approved.

2. Finance Committee Donation update: Midland Baseball

Mayor Davis stated that in accordance with the donation policy, the Finance Committee approved a \$500.00 donation, in between meetings, for fall ball which includes a banner.

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3. Proposed Police Department Policy Manual changes

Mayor Davis stated that a copy of the Police Department Policy Manual with changes had been delivered to the town's attorney for review. As of this date, it is still with the attorney's office. Mayor Davis encouraged Council to thoroughly review the manual changes and if there were any questions, forward those to Chief Neeley and copy other council members so that the same questions aren't repeated.

Mayor Pro-Tem Simms made a motion to table this item until the next regular scheduled council meeting. Councilman Dinkins seconded the motion, which was unanimously approved.

4. RFP2023-01: Sanitation services for January 1, 2024 through December 31, 2029

Mayor Davis stated that for the record, a clause in the current contract gave the Town the ability to negotiate an extension of the current contract with Tyler Sanitation, but would be unable to take any bids within a 60-day period.

A cancellation notice was posted to the Town's website, Facebook and SCBOS (where we advertise with the State for free) on 8/21/2023.

5. Tyler Sanitation Solid Waste Contract Extension

Mayor Davis and the Town Administrator met with Tyler Sanitation and a new contract was negotiated as follows:

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Effective: January 1, 2024 through December 31, 2028
Household trash only

Current price:	\$14.10 per month
1/1/2024 – 12/31/2024	\$16.10 per month
1/1/2025 – 12/31/2025	\$16.60 per month
1/1/2026 – 12/31/2026	\$17.10 per month
1/1/2027 – 12/31/2027	\$17.60 per month
1/1/2028 – 12/31/2028	\$18.10 per month

The Town is currently working on something to notify residents of upcoming price increases. Mayor Davis asked if there were any questions and there were none.

6. Consideration of Memorandum of Agreement –
Department of Juvenile Justice

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 ten 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), that can be used as an alternative.

Councilwoman Lewie made a motion to approve the Memorandum of Agreement for the Department of Juvenile Justice. Councilwoman Sturkie seconded the motion, which was unanimously approved.

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7. Zoning Board of Appeals resignation (2)

Mayor Davis stated that two members of the ZBA board have resigned. The two empty seats have been advertised on the Town's website and Facebook, along with the application. Mayor Davis added that if anyone was interested in serving on the ZBA board, please let the Town know.

Citizens Comments

Mayor Davis said that since our Town Administrator is not in attendance tonight, if there were any e-mailed comments, they will be handled when she returns.

Mayor Davis asked if there was anyone in attendance that had any questions or comments. There were none.

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Adjourn

With no further business to discuss, Councilwoman Sturkie made a motion to adjourn. Councilwoman Lewie seconded the motion. With Council's unanimous approval, Mayor Davis adjourned the meeting at 7:25 P.M.

Respectfully submitted,



Viki M. Miller. Town Administrator

APPROVED:



Daniel D. Davis, Mayor

Date: 10 02 2023