

Town of Pine Ridge

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MARCH 14, 2023 REGULAR SCHEDULED TOWN COUNCIL MEETING AGENDA

6:30 P.M. - Town Council Work Session

6:30 P.M. – 6:45 P.M. 2021-2022 Audit Presentation by Mr. David Enzastiga of Rish & Enzastiga, CPA's

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

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. February 14, 2023 Regular Scheduled Council Meeting

Old Business

1. Consideration of Victims Assistance Procedure Manual
2. Consideration of Ordinance 2023-02: 22/23 Fiscal budget amendment – 2nd reading

New Business

1. Consideration of 2021-2022 Audit report – Council vote
2. Consideration of donation: Airport High School Educational Foundation

Citizen's Comment Time – (email to vmiller@townofpineridgesc.com by 5pm on 3/13/2023)

ADJOURN

TOWN OF PINE RIDGE
Town Council Minutes
Regular Scheduled Work Session
March 14, 2023

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

Staff present: Town Administrator, Mrs. Miller and Chief Neeley.

6:30 P.M. – 6:38 P.M. 2021-2022 Audit Presentation by Mr. David Enzastiga of Rish & Enzastiga, CPA's

Mayor Davis asked Mr. Enzastiga to proceed with the presentation. Mr. Enzastiga reviewed the following with Council:

- Independent Auditors report.
- Management's discussion & analysis.
- Statement of net position.
- Statement of activities.
- Balance sheet – all fund types.
- Statement of revenues, expenditures & changes in fund balance.
- Cash & cash equivalents.
- Retirement plans share of the net pension liability.
- Long term liabilities.
- Budget vs actual.
- Compliance & internal control.

Mayor Davis thanked Mr. Enzastiga for his presentation and the Town Administrator for all the work done in order to receive another good audit.

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6:38 P.M. – 6:39 P.M. Review of Administrative Department Reports

Mayor Davis reviewed the February month-end budget.

Mayor Davis thanked the police department for addressing the code violations.

Mayor Davis asked for any questions from Council regarding the administrative report. Council members had no questions.

Mayor Davis stated that Chief Neeley was busy and Council would come back to his report.

6:39 P.M. – 6:41 P.M. Council Standing Committee Reports:

- a) Finance Committee-Chairman Davis stated that he had nothing to report.
- b) Property & Recreation Committee-Chairwoman Sturkie stated that she had nothing to report.
- c) Employee Grievance Committee – Chairman Dinkins stated that he had nothing to report.

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

- a) Mayor Davis: Attended program at Herbert A. Wood Elementary.
- b) Councilwoman Lewie: Working on final flyer for the May 20th clean-up event. Meeting at town hall from 8am-10am, shred event 10am-1pm. Other events, to include a magician from 11am-1pm. Volunteers needed.
- c) Councilman Dinkins: Mayor Davis and Councilman Dinkins attended the LCMA business meeting, which included a presentation from Lexington County Administrator Lynn Sturkie.

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6:43 P.M. – 6:50 P.M. Review of Police Department Administrative Report

Mayor Davis asked Chief Neeley to proceed with the report to Council.

Chief Neeley spoke about the following that happened during February 2023:

- 5 reportable incidents
- 42 citations (25 speeding)
- 30 warning citations
- 45 community contacts
- 39 property checks
- SRO vehicle installation will be complete at end of week. Graphics will be completed before the end of the month.
- Two additional vehicles: one at Santee Automotive and the other will be delivered to them within two weeks. Two to three month turn-around at West Chatham for equipment installation.

Mayor Davis stated that he has heard good things about the police presence in his neighborhood. Chief Neeley stated that he has received some complaints about speeding on Fish Hatchery Road, Dogwood Drive and Clubhouse Drive, which they have been working on.

Councilman Simms asked Chief Neeley to look into a possible waterline leak near 102 Bramblewood Circle.

Mayor Davis asked if there was anything else from Council.

With nothing further to discuss, Mayor Davis closed the Work Session at approximately 6:50 P.M.

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1. **Call to order**: Mayor Davis called the meeting to order at 6:50 P.M. with Mayor Pro-Tem Simms, Councilwoman Lewie, Councilwoman Sturkie and Councilman Dinkins present.

Staff present: Town Administrator, Mrs. Miller and Chief Neeley.

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

Approval of Minutes

1. February 14, 2023 Regular Scheduled Council Meeting

Councilman Dinkins made the motion to approve the February 14, 2023 minutes, as submitted. Councilwoman Lewie seconded the motion, which was unanimously approved.

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Old Business

1. Consideration of Victims Assistance Procedure Manual

Mayor Davis stated that this item is pending receipt of a completed document.

2. Consideration of Ordinance 2023-02: 22/23 Fiscal budget amendment – 2nd reading

Mayor Davis stated that this was the second reading of Ordinance 2023-02. A public hearing and first reading to review the proposed changes was held during the February 14th Council meeting, which is done on an annual basis.

Councilman Simms made a motion to approved the second reading of Ordinance 2023-02 to amend the fiscal budget for 2022/2023. Councilman Dinkins seconded the motion, which was unanimously approved.

New Business

1. Consideration of 2021-2022 Audit report – Council vote

Mayor Davis stated during the work session a presentation was done by Mr. Enzastiga, who is a Certified Public Accountant, whose firm handles our annual audits. Mayor Davis added that the Auditor did a very thorough job and was appreciative to the administrative staff and the police department for a very good and clean report.

Councilwoman Lewie made a motion to approved the 2021-2022 Audit report, as submitted. Councilwoman Sturkie seconded the motion, which was unanimously approved.

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2. Consideration of donation: Airport High School Educational Foundation

Mayor Davis stated that Council had some information, provided by the foundation, as to what the funds will be used for. He added for the record, the donation policy the maximum donation allowed is One Hundred Dollars due to not meeting all requirements.

Councilman Dinkins made a motion to donate \$100.00 to the Airport High School Education Foundation. Councilman Simms seconded the motion, which was unanimously approved.

Citizen's Comment Time

Mayor Davis asked Mrs. Miller if there were any emailed comments. She stated that there were no emailed comments received.

Mayor Davis stated that administrative staff had put together a presentation of items that had been ordered for Council and staff to use at an event. Additionally, a retractable banner was purchased, news articles and pictures framed for Camp Moore/Styx, as Council is going to make more of an effort to emphasize this part of the town's history

Mayor Davis asked if there was anyone in attendance who wished to speak.

Hearing none, Mayor Davis thanked everyone for attending.

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Adjourn


With no further business to discuss, Councilwoman Sturkie made the motion to adjourn, which was seconded by Councilwoman Lewie. With Council's unanimous approval, Mayor Davis adjourned the meeting at approximately 7:01 P.M.

Respectfully Submitted,



Viki M. Miller
Town Administrator

APPROVED.



Scott N. Simms, Mayor Pro-tem Date

APPROVED 4/11/2023