

Town of Pine Ridge

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MAY 9, 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) May 20, 2023: Councilwoman Lewie: Spring clean-up update
- b) May 23, 2023: Public Drop-In Meeting to review draft Comprehensive Plan
- c) June 13, 2023: Public Hearing & First Reading Ordinance 2023-0506: 2023/2024 fiscal budget
- d) June 20, 2023: Special Called Meeting for Second Reading Ordinance 2023-06: 2023/2024 fiscal budget

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. April 11, 2023 Regular Scheduled Council Meeting

Old Business

1. Consideration of Ordinance 2023-03(2nd reading): Authorizing and directing the Town of Pine Ridge to enter into an Intergovernmental Agreement relating to South Carolina Local Revenue Service Programs; to execute and deliver one or more Participant Program Supplements; and other matters relating thereto

New Business

1. American Rescue Plan Act Annual report submission for 4/1/2022 -3/31/2023
2. Consideration of Resolution 2023-04: Allocation of ARPA Funds
3. Consideration of Resolution 2023-05: Waive BL & Zoning fees for Spring Clean-up 5/20/2023
4. Consideration of Proclamation for Peace Officers Memorial Week
5. Consideration of proposed Program Director position in lieu of Municipal Clerk

Citizen's Comment Time – (email to vmiller@townofpineridgesc.com by 5pm on 5/8/2023)

ADJOURN

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

Councilmembers absent: Councilman Dinkins

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

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

Mayor Davis asked Council if there were any questions. There were none.

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

Mayor Pro-Tem Simms asked Chief Neeley to proceed with the report to Council. Chief Neeley spoke about the following that happened during February 2023:

- 11 reportable calls for service
- 1 arrest
- 49 citations (34 speeding)
- 103 community contacts
- 43 property checks

Chief Neeley asked Council if there were any questions. There were none.

6:47 P.M. – 6:48 P.M. Council Standing Committee Reports:

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

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6:48 P.M. – 6:52 P.M. Informational Council Discussion:

- a) May 20, 2023: Councilwoman Lewie: Spring clean-up update
Councilwoman Lewie stated that she looked forward to seeing everyone at the event and gave the event times. Mayor Davis thanked Councilwoman Lewie and Councilman Dinkins for their time in putting this event together and hoped that it will be well attended, so it can be a regular occurring event.

- b) May 23, 2023: Public Drop-In Meeting to review draft Comprehensive Plan
Mayor Davis encouraged everyone to attend & give their input.

- c) June 13, 2023: Public Hearing & First Reading Ordinance 2023-05 06:
2023/2024 fiscal budget
Mayor Davis stated during our next regular scheduled Council meeting we will have a public hearing and first reading pertaining to the new budget.

- d) June 20, 2023: Special Called Meeting for Second Reading Ordinance 2023-06: 2023/2024 fiscal budget
Mayor Davis stated the second reading will need to be held in June. The Ordinance is available online and a reminder will be posted on the sign. He added that typically the budget readings would have been completed by now, but with staff shortages since Mrs. Susan retired and keeping up with the SRO Grants, we have fallen behind.

Mayor Davis stated the Pine Ridge Women's Club has their annual Tea Party scheduled for May 13th and invited anyone interested to contact them.

Mayor Davis asked if any member of Council had anything to add.

Councilwoman Sturkie stated that Midland's baseball and softball are still going on and encouraged everyone to attend a game.

Mayor Davis closed the work session.

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1. **Call to order**: Mayor Davis called the meeting to order at 6:52 P.M. with Mayor Pro-Tem Simms, Councilwoman Lewie and Councilwoman Sturkie present.

Councilmembers absent: Councilman Dinkins

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.
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. April 11, 2023 Regular Scheduled Council Meeting

Councilwoman Sturkie made the motion to approve the April 11, 2023 minutes, as submitted. Councilwoman Lewie seconded the motion, which was unanimously approved.

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Old Business

1. Consideration of Ordinance 2023-03 (2nd reading): Authorizing and directing the Town of Pine Ridge to enter into an Intergovernmental Agreement relating to South Carolina Local Revenue Service Programs; to execute and deliver one or more Participant Program Supplements; and other matters relating thereto

Mayor Davis read aloud the title to Ordinance 2023-03 and stated the public hearing and first reading were held on 4/11/2023.

Mayor Pro-Tem Simms made the motion to approve Ordinance 2023-03, as submitted. Councilwoman Sturkie seconded the motion, which was unanimously approved.

New Business

1. American Rescue Plan Act Annual report submission for 4/1/2022–3/31/2023

Mayor Davis stated that when the town received these funds, Council decided to pass resolutions documenting how the funds were spent. An annual report is required, in which the Town Administrator has submitted. For the record, Mayor Davis stated the items that the funds were used for.

- a) Police Department vehicles and equipment
- b) Employee premium pay
- c) Firearm
- d) Digital sign
- e) Police Department in-car radios
- f) 2018 Ford Taurus Interceptor for the Police Department
- g) Comprehensive Plan
- h) Codification of ordinances

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Mayor Davis stated that the town will continue to alert the public anytime these funds are spent. He added that Council doesn't need to vote, this was just to document that the requirement has been met.

2. Consideration of Resolution 2023-04: Allocation of ARPA Funds

Mayor Davis stated that Council had previously approved items to be paid with ARP funds, but a resolution had not been processed to formally declare. He added that the three items this resolution covers:

- Item#1 is a correction, where it was originally approved on 5/17/2022 to purchase three mobile radios, two for the PD & one for the SRO with ARP funds. After the 2014 Tahoe was wrecked, we reused that radio, therefore cancelling the need for one radio.
- Item#2 Codification services to be paid using ARP funds originally approved 10/11/2022, which had been previously done by hand. The electronic version will be a great time saver.
- Item#3 Electrical for new sign to be paid using ARP funds originally approved 9/13/2022, which is up and running. Thanks to the Administrative staff on their diligence in making sure that information to the public is shared, despite the learning curve.

Councilwoman Lewie made the motion to approve Resolution 2023-04, as submitted. Mayor Pro-Tem Simms seconded the motion, which was unanimously approved.

3. Consideration of Resolution 2023-05: Waive BL & Zoning fees for Spring Clean-up 5/20/2023

Mayor Davis read aloud the title to Resolution 2023-05 and stated the vendors will still be required to follow the town's ordinances. He added that we have done this for previous events, which helps the vendors.

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Councilwoman Sturkie made a motion to waive the business license and zoning fees for the spring clean-up. Councilwoman Lewie seconded the motion, which was unanimously approved.

4. Consideration of Proclamation for Peace Officers Memorial Week

Mayor Davis stated that we have participated in this since 2016, and read aloud the title and portions of the proclamation.

Mayor Pro-Tem Simms made a motion to approve the Proclamation for Peace Officers Memorial Week. Councilwoman Sturkie seconded the motion, which was unanimously approved.

5. Consideration of proposed Program Director position in lieu of Municipal Clerk

Mayor Davis stated that since Mrs. Susan's retirement, her duties have fallen on the administrative staff. The Clerk of Court has provided assistance, but ethically there are some areas that she cannot assist due to a conflict. The Town Administrator's plate is running over, so this came before Council for assistance. Mayor Davis continued that he would like one member of council to work with him on some factors to include, but not limited to looking into other duties that might be appropriate for this position. If more hours are needed to allocate, the funding is appropriate and any benefits available to assist with recruitment. Given these difficult times locating and hiring appropriate people, he thinks it would help recruitment. Mayor Davis suggested that two council members take a look at this in an expeditious fashion to see what they can do to make sure that the town can attract someone who can help with the tasks and do a proficient job. In closing, he added that they have been spoiled by Brittany and Viki, but wants to see if they can bring in someone that actually has the skillset that is needed.

The Chair called for a motion pertaining to this request.

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Councilwoman Lewie made a motion to approve consideration of proposed Program Director position in lieu of the Municipal Clerk. Councilwoman Sturkie seconded the motion, which was unanimously approved.

Citizen's Comment Time

Mayor Davis asked Mrs. Miller if there were any electronic questions. Mrs. Miller replied that nothing had been received.

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

Mr. Charles McClure of Coolbreeze said he had learned last week that the forest behind Arborgate was going to be clear-cut. This was confirmed by the very nice lady at the front, who gave him maps and showed him the areas that are going to be affected. They have already started clearing about one hundred and thirty acres back behind the power line. He thought everyone on the street should be notified and assumed that they are selling the timber, since he saw the trucks. He said he had lived here for forty years and the forest is part of his backyard. He wants to know there was any way to save the forest. It is a healthy forest with migrating birds. He attended when they wanted to build on the property because of housing shortages. He believes there is a shortage in forests and wants the area turned into some sort of sanctuary for wildlife. The town is named pine ridge, which suggests pine forests. Asked council for direction on what he could do and how the project will move forward.

Mayor Davis responded that typically these sessions are to hear citizen's comments. He lives in Mallard Trace and several years ago, the property owners thinned out the woods, which has brought more traffic noise and wind. His subdivision was not notified and doesn't mind posting something on the website to let people know what is happening. There is nothing Council can do to prevent the logging, as the property owners are within their rights.

Mr. McClure was also concerned about the runoff that may affect the Department of Natural Resources at the Fish Hatchery.

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Mrs. Miller stated that the contractor was required to go through the Forestry Commission and submit a plan, which has been approved by the Forestry Commission.

Mayor Davis asked if there was anyone else who wished to speak. Hearing none, Mayor Davis called for a motion to adjourn.

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 Pro-Tem Simms adjourned the meeting at approximately 7:21 P.M.

Respectfully Submitted,



Viki M. Miller
Town Administrator

APPROVED:



Daniel D. Davis, Mayor

Date