

**MINUTES OF THE REGULAR MEETING
OF THE
MANNING CITY COUNCIL**

Monday, July 16, 2007
6:30 p.m.

Breedin Assembly Room
Pansy Ridgeway Admin. Bldg.

Members Present:

Mayor Johnson
Mayor Pro-tem Gordon
Councilmember Davis
Councilmember Georgia
Councilmember Pack
Councilmember Welle
Councilmember Witherspoon

- I. Welcome/Introductory Remarks:** Mayor Johnson welcomed all present and stated that the media was notified. Mayor Johnson acknowledged the following:

News Media: Eric Goold, Manning Times

Others: Mr. and Mrs. Linnekin
Mrs. Rebecca Rhodes
Attorney William Johnson
Mr. James Zimmerman

- II. Invocation:** Councilmember Davis.

- III. Pledge:** Councilmember Georgia.

- IV. Approval of Agenda:**

Mayor Johnson asked Council's approval to amend the Agenda as followed:

- Omit Public Presentation of the Audit Report for FY' 2004-2005 due to unforeseen circumstances. Mayor Johnson stated that the Auditor, Mr. Dean Richardson, had an excused absence to attend the funeral of a close friend. Mayor Johnson stated that Mr. Richardson had asked to re-schedule the presentation of the Audit Report for Thursday, July 26, 2007, at 6:00 p.m.
- Under Executive Session, the addition of a Personnel Matter in the Administration Department, discussion of a lease agreement in the Judicial Department and

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discussion of a Wastewater Agreement in the Public Works Department.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Georgia to amend the agenda as noted. There was no discussion. All favored the motion.

V. Minutes:

Minutes of the Regular Meeting of City Council, June 19, 2007.

Minutes of a Special Called Meeting of City Council, July 2, 2007.

A **motion** was made by Councilmember Davis and was seconded by Councilmember Welle to approve both minutes. There was no discussion. All favored the motion.

VI. Citizens' Comments: None.

VII. Committee Reports: None.

VIII. Mayor's Report:

Mayor Johnson stated that the Mayor's Report was included in Council's packet as information.

Mayor Johnson stated the City of Manning had been named Tree City USA for the seventh consecutive year by the National Arbor Day Foundation, a program sponsored by the National Association of State Foresters and the USDA Forest Service. Mayor Johnson thanked the Manning Tree and Beautification Board for their hard work in maintaining this status.

Next, Mayor Johnson asked Council's permission to present Mrs. Rebecca Rhodes, the in-coming Administrator, with a 10k Gold City of Manning lapel pin. Mrs. Rhodes accepted the pin with her thanks.

IX. Public Presentation:

**Audit Report for FY' 2004-2005.....Dean Richardson
McGregor & Associates**

As noted under Item IV, Approval of Agenda, Mayor Johnson stated that Mr. Richardson had an excused absence and Council had agreed to call a Special Called Meeting for July 26, 2007, for presentation of the FY' 2004-2005 Audit Report.

S.C. Employer Support of the Guard and Reserve Organization

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Mayor Johnson stated that a representative from this organization had requested to come before Council at the July, 2007 meeting, but no one has contacted him or the Clerk with any information.

X. Finance Director's Report:

Mrs. Prince stated that the Financial Report was not included in Council's packet as the process for closing out the fiscal year 2006-2007 had not been completed. Mrs. Prince stated that the reports will be given at a later date. Next, Mrs. Prince gave the following report:

Finance Report as of July 16, 2007

General Fund Unrestricted:	\$	2,001,479.00
Total Unrestricted GF		2,001,479.00
General Fund Restricted:	\$	52,495.00
Total Restricted GF		52,495.00
Interest Earned (GF):		7,233.00
Utility Fund Unrestricted:	\$	950,227.00
Total Unrestricted UF		950,227.00
Utility Fund Restricted/Reserved:	\$	1,306,843.00
Total Restricted/Reserve UF		1,306,843.00
Interest Earned (UF)		5,360.00
Special Fund:	\$	149,642.00
Total Special Fund		149,642.00

Mrs. Prince stated that when the budget for FY' 2007-2008 was done, there was an oversight of \$1,600.00 in the Utility Department for Uniform and Accessory line item, 030-700-00020-00350, that was not posted. Mrs. Prince asked Council's permission to amend the budget to move the funds to that line item. In addition, Mrs. Prince stated that this adjustment would not change the budget in the Utility Department, but would only lessen the profit.

Mayor Johnson stated that the Administrator normally has the authority to move funds up to \$2,000.00 within the budget, but that since the city does not currently have an Administrator, Council would need to approve the request.

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A **motion** was made by Mayor Pro-tem Gordon and was seconded by Councilmember Welle to amend the budget to move \$1,600.00 in the Utility Department Uniform and Accessory line number 030-700-00020-00350. There was no discussion. All favored the motion.

Next, Mrs. Prince stated that effective July 24, 2007, the Federal Government had passed a law to increase the minimum wage from \$5.15 per hour to \$5.85 per hour.

In addition, Mrs. Prince gave the following updates:

- The replacement windows at City Hall were installed.
- The operational accounts at the Bank of Clarendon have been opened, as Council requested, with a start up date of August 1, 2007, at which time the monies would be deposited in the accounts.

A letter from the Bank of Clarendon would be forthcoming confirming that all funds held at the bank would be collateralized or insured daily.

- Following Council's direction during their May 21, 2007 meeting, the Finance Department looked for the best interest rate for a one-year Certificate of Deposit (CD) for the funds held in the checking accounts for the Water and Sewer Contingency and Depreciation Fund and the 1994 Cushion Fund. 1st Palmetto Savings Bank provided the best rate and the CD's have been opened and funded.
- Signature cards and resolutions for the operational accounts opened at the Bank of Clarendon are available for the authorized signers.

XI. New Business:

Mayor Johnson stated that Council had agreed at the June 2007 meeting to make a donation to a fund for the Charleston, South Carolina firemen who lost their lives fighting a fire on June 18, 2007. Mayor Johnson stated that Chief McElveen had provided information on the various ways to make a donation and recommended that donations be made to the City of Charleston Fireman's Fund.

Next, Mayor Johnson recommended that Council make a small donation to the City of Charleston Fireman's Fund in the name of the City of Manning Fire Department and that the monies would come from the city's fund balance.

A **motion** was made by Mayor Pro-tem Gordon and was seconded by Councilmember Witherspoon to make a donation of \$1,000.00 in the name of the City of Manning Fire Department to the City of Charleston Fireman's Fund. There was no discussion. All favored the motion.

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XII. Councilmembers' Comments:

Mayor Johnson

Mayor Johnson stated that once the Administrator begins, he would like one of the top agenda items, in addition to water and sewer, would be to find additional office space for City Hall.

Next, Mayor Johnson commended the staff at City Hall for the recent newsletter which he found to be well written and organized.

In addition, Mayor Johnson stated that he received a letter from the South Carolina Department of Commerce concerning a recent housing rehabilitation grant. Mayor Johnson stated that Councilmember Witherspoon is currently a tenant in one of the houses to receive a rehabilitation grant and that the Department of Commerce stated that the City followed the proper procedures to make sure that the process was done according to law.

Following, Mayor Johnson stated he received a copy of a letter from Engineering Resources Corporation (ERC), written to the Public Works Director, Mr. Hardy, concerning a water rate study and analysis. Mayor Johnson stated that the analysis provided four scenarios for water/sewer rates and found that only one scenario would ensure that the Utility Department would generate a profit. Mayor Johnson asked that each Councilmember receive a copy of the letter.

Mayor Johnson asked that the once the Administrator starts, that she, along with the Finance Director and Public Works Director, meet with ERC to review the water rate study to choose the best solution for the city.

Mayor Johnson stated that Council attended the 67th Municipal Association Conference in Greenville, SC July 11- 15, 2007, and found it to be a good session.

Councilmember Welle

Councilmember Welle stated that while attending the Municipal Association Conference, she had the opportunity to meet Ms. Mindy Miller of Waste Management of Florence, SC. Councilmember Welle stated that Ms Miller indicated that she was working with several of the businesses in the downtown area on their concerns with the recent change in commercial pick up and was looking at alternative ways to assist them.

XIII. Executive Session:

- 1) Administration Department:
 - a) Discussion of a contractual Matter concerning the Administrator's Position
 - b) Personnel Matter in the Finance Department
- 2) Judicial Department: Legal Briefing concerning a lease agreement

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3) Public Works Department: Discussion of a Wastewater Agreement

A **motion** was made by Councilmember Pack and was seconded by Councilmember Georgia to enter into Executive Session to discuss a contractual matter in the Administration Department concerning the Administrator's position, a Personnel Matter in the Finance Department concerning a performance issue, a legal briefing concerning a lease agreement in the Judicial Department and a discussion of a Waste Water Agreement in the Public Works Department concerning the Town of Summerton. There was no discussion. All favored the motion.

Following Executive Session, no action was taken.

XIV. Adjournment:

A **motion** was made by Councilmember Welle and was seconded by Councilmember Georgia to adjourn. There was no discussion. All favored the motion.

Time: 7:55 p.m.

Respectfully Submitted,

**Daun Davis
City Clerk**