

**A RE-SCHEDULED MEETING  
OF THE  
MANNING CITY COUNCIL**

**Tuesday, November 22, 2016  
6:30 p.m.**

**Council Chambers  
Manning City Hall**

**Members Present:**

Mayor Nelson  
Mayor Pro-tem Pack  
Councilmember Dukes  
Councilmember Georgia  
Councilmember Gordon  
Councilmember Welle

**Members Absent:**

**E= Excused; U= Unexcused**  
Councilmember Davis- E

- I. Welcome/Introductory Remarks:** Mayor Nelson welcomed everyone to the meeting.
- II. Invocation:** Bishop Anthony Gibson, Pastor, Grace Cathedral Ministries, Sumter, SC.
- III. Pledge:** Councilmember Johnny E. Gordon.

**IV. Approval of Agenda:**

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

**V. Minutes:**

**Minutes of a Re-scheduled Meeting of City Council, October 24, 2016.**

A **motion** was made by Councilmember Georgia and was seconded by Councilmember Gordon to approve the minutes of a re-scheduled meeting of City Council, October 24, 2016. There was no discussion. All favored the motion.

**VI. Citizens' Comments:** None.

**VII. Committee Reports:** None.

**VIII. Public Hearing:**

A proposed amendment to re-zone property located at 102 Sunset Drive, Tax Map # 169-13-06-014-00, owned by Brewer Foods, Inc., from General Residential (GR-1) to General Commercial (GC).

Mr. Tanner stated that the owners of the property are requesting re-zoning to be able to expand their property boundary to enable them to demolish and construct a larger building. In addition, Mr. Tanner stated that the Planning Commission has reviewed their request and recommended that Council approve their request for re-zoning.

Mayor Nelson opened the Public Hearing and asked those in favor of or against the proposed amendment to come forward to speak and to complete the sign-in form. No one came forward. Then, Mayor Nelson closed the Public Hearing.

**IX. Finance Director’s Report:** Included in Council’s packet as information. Mrs. Prince stated that as of October 31, 2016, the budget year stands at 33% completed with 66% remaining.

Finance Report for month ending October, 2016

**REVENUES**

Type of Fund	Percent Collected
General Fund	14% property taxes not yet received
Utility Fund	88 % due to a USDA grant reimbursement

**EXPENDITURES**

Type of Fund	Percent Spent
General Fund	31%
Utility Fund	28%

**Bank Balances and Notes Payables Balances**

General Fund Unrestricted	Balances
Checking (A/R, A/P, Payroll, Cemetery)	\$3.2 million
Interest Earned (A/R, A/P, Payroll, Cemetery)	\$2,900
<b>General Fund Notes Payable Balance</b>	\$786,000
<b>General Fund Reserve</b>	
Police, Juror, Drug, Equitable, Fire, Farmers Market, Reserve	\$149,000

Fire Station Extension CD	\$ 50,250
<b>Utility Fund Unrestricted</b>	
Checking (A/R & A/P)	\$ 2.7 million
Interest Earned	\$
<b>Utility Fund Restricted Account CD's</b>	\$ 2.1 million
<b>Utility Fund Notes Payables Balance</b>	\$ 16.8 million
<b>Special Fund Reserve</b>	
Checking (Victim's Right, CDBG)	\$ 119,000

Mrs. Prince asked Council if there were any questions. There were none.

**X. Mayor's Report:**

Mayor Nelson wished everyone a happy Thanksgiving. Mayor Nelson stated that she hoped that the departments have scheduled a meal for their Public Works and Public Safety employees for their work during the hurricane.

Next, Mayor Nelson stated she is very excited about Hibbett Sports making their commitment to come to Manning. Mayor Nelson stated that it is the city's first success story under the Retail Development Initiative. In addition, Mayor Nelson thanked Rick Sims and Sharon Thames for their due diligence to help seal the deal. Following, Mayor Nelson stated that another announcement is expected in the next few weeks about a restaurant.

Mayor Nelson asked Mr. Hardy if the city needs to look at contracting out the debris pick up since there is a lot of debris on the side of the roads. Mr. Hardy stated that the city may need a little help. However, some debris the city cannot handle due to equipment issues. Mayor Nelson stated that she would like to get together to talk about it to see what can be done.

Following, Mayor Nelson asked Council's permission to develop a fixed asset inventory system. The system would compare invoices with purchases and a labeling system to be accountable for purchases made with city funds. Mayor Nelson asked Mr. Tanner to research and give a report to Council next month. Councilmember Welle stated that she has information to share with Mr. Tanner about a system.

**XI. Administrator's Report:** Mr. Tanner reported the following:

- 1) Auditors are working on completing their audit. There was a delay due to accounts receivable issues which have now been resolved. The auditors will present their report at the December Meeting.

- 2) Fleming Project- There was one building on the list to be torn down that the state will not approve. The bids for that building came in at \$25,000. The city is looking to begin the process of closing the project but will keep that particular property on the list.
- 3) Phase II WWTP Expansion- This project continues to go well. A final tie-in of the system was completed on Sunday. All is going well. Mr. Tanner encouraged Council to go see what has been done. Phase II will be completed shortly and will soon be ready to bid Phase III.
- 4) FEMA- Mr. Tanner is working on the paperwork for reimbursement of expenses incurred during Hurricane Matthew. Reimbursement may come the first of the year.
- 5) Debris pickup- Some debris has been picked up by the state and they will continue this process.
- 6) Chamber Retreat- The retreat is scheduled for January 13-15, 2016. Please see Ms. Davis if you plan to attend.
- 7) Holiday Closings- City of Manning offices will be closed Thursday and Friday in observance of the Thanksgiving Holiday. Mr. Tanner stated that he will be on leave November 23<sup>rd</sup> and wished everyone a Happy Thanksgiving.

Departmental Reports: Included in Council's Packet.

## **XII. New Business:**

- A. Ordinance No. 2016-05 (First Reading). An ordinance to annex a portion of County Tax Map No. 169-08-00-006-00, approximately 0.888 acres more or less, owned by Richard L. Ridgill, Trustee of the Dorothy B. Ridgill Living Trust dated March 11, 2009, located on Paxville Highway, to include all contiguous portions of all public rights of way, streets, and highways, Pursuant to Section 5-3-110, Code of Laws of South Carolina (1976 as amended).**

Mr. Tanner stated that this is a 100% petition method. A new business, a free-standing Taco Bell, plans to locate there. Mr. Michael Thompson, Engineer, Hamilton Designs, LLC, stated that they are in need of the city's water and sewer services. They are requesting that the property be annexed as General Commercial. Mr. Thompson asked if there were any questions. Next, Mr. Tanner stated that the property is adjacent to General Commercial.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Georgia to approve the ordinance for first reading. There was no discussion. All favored the motion. Following, Mayor Nelson stated that she is pleased with the owners for bringing the business to Manning.

**B. Zoning Ordinance No. 2016-02M (First Reading). An ordinance to re-zone property located at 102 Sunset Drive, Tax Map # 169-13-06-014-00, owned by Brewer Foods, Inc., from General Residential (GR-1) to General Commercial (GC).**

Mr. Tanner stated that the Planning Commission recommends re-zoning the property.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Gordon to approve the Zoning Ordinance for first reading. There was no discussion. All favored the motion.

**C. Approval of a Quit Claim to clear title for the purposes of Clarendon County to sell Tax Map # 187-02-04-020-00.**

Mr. Tanner asked Council's permission to table the discussion and to move it to Executive Session for discussion.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Gordon to amend the agenda to amend executive session to include discussion of a Quit Claim deed. There was no discussion. All favored the motion.

**D. Council Re-Appointments to Boards:**

**Tree and Beautification Board**

Mrs. Ginny Honea  
Mr. James Mack

**Renewal of Term Expiring**

November 30, 2016  
November 30, 2016

Mayor Nelson asked if each person was contacted and were willing to serve another term. Ms. Davis confirmed they were willing to serve another 3 years.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Gordon to re-appoint Mrs. Ginny Honea and Mr. James Mack to the Tree and Beautification Board for a term expiring November 30, 2019. There was no discussion. All favored the motion.

**E. Approval of City Council Meeting Dates and Holidays for 2017.**

Mr. Tanner stated that the Council Meeting dates and holidays for 2017 were listed for Council's approval.

A **motion** was made by Councilmember Georgia and was seconded by Councilmember Welle to approve the City Council Meeting Dates and Holidays for 2017. There was no discussion. All favored the motion.

### **XIII. Councilmembers' Comments**

#### **Councilmember Welle**

Councilmember Welle introduced to Council, Mr. Toby Hayes, Vice-President of Marketing for SAFE Federal Credit Union. Councilmember Welle stated that three of his children were with him and in the audience to observe and learn about government. Councilmember Welle welcomed him back to the Sumter area.

#### **Mayor Pro-tem Pack**

Mayor Pro-tem Pack stated that he would like to apologize for missing the last meetings. Mayor Pro-tem Pack stated that the contractors working on paving the roads have done a great job. Following, Mayor Pro-tem wished everyone a happy Thanksgiving.

### **XIV. Executive Session:**

- 1) A Contractual Matter in the Administrative and Utility Departments concerning possible acquisition of property.**
- 2) An economic development matter concerning Planning and Zoning.**
- 3) A legal matter concerning an on-going investigation.**
- 4) A Personnel Matter concerning the Public Works Department.**
- 5) A legal matter concerning property for a quit claim deed.**

A **motion** was made by Councilmember Welle and was seconded by Councilmember Gordon to enter into Executive Session for the reasons listed above. There was no discussion. All favored the motion.

Time: 7:01 pm

A **motion** was made by Mayor Pro-tem Pack and was seconded by Councilmember Gordon to return to Open Session. There was no discussion. All favored the motion.

Time: 8:07 pm

### **XV. Possible Action following Executive Session for items discussed in Executive Session.**

A **motion** was made by Councilmember Welle and was seconded by Mayor Pro-tem Pack to make application for a zoning change to tax map # 169-15-03-018-00 and tax map # 169-15-03-019-00 from Office Commercial to General Commercial. There was no discussion. All favored the motion.

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A **motion** was made by Councilmember Georgia and was seconded by Mayor Pro-tem Pack to authorize the City Administrator to proceed with the purchase of Tax Map # 187-07-00-003-00 and Tax Map # 187-08-02-001-00 in the amount of \$125,000.00. There was no discussion. All favored the motion.

**XVI. Adjournment:**

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

**Time: 8:10 pm**

Respectfully submitted,

Daun Davis  
Administrative Services Coordinator/Clerk