

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

Monday, February 18, 2007  
6:30 p.m.

Breedin Assembly Room  
City Hall

**Members Present:**

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

**Members Absent (E-excused):**

Councilmember Davis

- I. Welcome/Introductory Remarks:** Mayor Johnson welcomed all present and stated that the media was notified. Mayor Johnson stated that Councilmember Davis had an excused absence. Next, Mayor Johnson acknowledged the following:

News Media: Eric Goold, Manning Times

- II. Invocation:** Elder James Langhorne.

- III. Pledge:** Councilmember Clayton Pack.

- IV. Approval of Agenda:**

A **motion** was made by Councilmember Welle and was seconded by Mayor Pro-tem Gordon to approve the agenda as presented. There was no discussion. All favored the motion.

- V. Minutes:**

Minutes of the Regular Meeting of City Council, January 28, 2008.

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

VI. Citizens' Comments:

**Have Faith Community Development Corporation.....Elder James Langhorne**

Elder Langhorne greeted Council and distributed information on the Alcolu Revitalization Project. Elder Langhorne stated that he would like to update Council on the project that was presented to Council November 20, 2006 whereby the Corporation had asked the City to become a partner with a donation of \$50,000.00 to be paid directly to the Engineer for their cost on the expansion of sewer from Interstate 95 to the Town Center. In addition, Elder Langhorne stated that in the beginning, their grant application included a budget of \$380,000 consisting of the following funding sources:

\$50,000	City of Manning
\$200,000	State Budget and Control Board
\$31,000	Have Faith Community Development Corp.
<u>\$99,000</u>	Competitive Grant
\$380,000	Total Funding

Then, Elder Langhorne stated since the State Budget and Control Board had approved funding for only \$100,000, and there had been a statewide freeze placed on competitive grants, their Corporation agreed to pay for the additional \$200,000 in funding needed so that the project could move forward. Elder Langhorne requested that Council consider providing additional assistance with the impact and/or tap fees. Following, Elder Langhorne presented Council with a conceptual plan of the development and stated that the project could not move forward until the sewer extension had begun.

Mayor Johnson asked if the State Budget and Control Board had reduced its commitment of funding from \$200,000 to \$100,000.

Elder Langhorne stated that the Corporation would only receive \$100,000 from the State Budget and Control Board.

Councilmember Welle asked the reason for the change in the funding from the State Budget and Control Board.

Elder Lanhorne stated that the State Budget and Control Board informed them that budget limitations would only allow them to commit to funding in the amount of \$100,000.

Councilmember Welle asked if the State had pre-approved the funding of \$200,000.00.

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Elder Langhorne stated that their commitment was done verbally, but once the application was submitted the total funding was not available.

Councilmember Pack asked Elder Langhorne if the Corporation would pick up \$200,000 cost.

Elder Langhorne stated that since the State's Funding was reduced by \$100,000 and the Competitive Grant amount of \$99,000 was not available, the Corporation would cover the difference of approximately \$200,000 in order to move forward with the project.

Mayor Johnson asked if the Corporation would be getting any funding from the competitive grant.

Elder Langhorne stated that it was still a possibility, but he was not sure if the Corporation would get the grant. In addition, Elder Langhorne stated that the Corporation would be lobbying the State Senators and Representatives for assistance.

Councilmember Welle asked Elder Langhorne to show what had been completed.

Elder Langhorne stated that the Corporation had completed The Lighthouse, a 5,000 square foot multi-purpose building which is used for church services, after-school programs, and is available for the community to rent for various functions. In addition, Elder Langhorne stated he is seeking sewer extension for a residential component consisting of 30 single family homes, 56 town homes and 75 square feet of commercial space. Elder Langhorne noted that to date 5 lots have been sold and 4 homes have been built due to a prior subdivision that had water service and septic tanks. Elder Langhorne also noted that the goal is to get the sewer to the development.

Councilmember Welle asked if the café, located at the intersection of Highway 521 and Interstate 95, was a part of their development.

Elder Langhorne stated that it is a part of the Alcolu Revitalization Project.

Councilmember Welle asked if the café would help supply additional funding to their current project.

Elder Langhorne stated that the bulk of the funding has come from their own financing.

Elder Langhorne stated that in addition to the \$50,000 previously approved, he is asking Council for assistance with the tap fees and impact fees to see which could be waived so that their project could move forward.

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Mayor Johnson stated that the reason Council agreed to the previous commitment of \$50,000 was to help with those fees. In addition, Mayor Johnson noted that he had concerns about the request because impact fees are a new property owner's buy-in to a system that current users have already paid for over the years.

Next, Mayor Johnson noted that the city had bond indebtedness and that the city was still paying for improvements that were made in 1976 and 1994. Following, Mayor Johnson stated that the city cannot waive the fees and show bond companies that the city is able to make its payments.

Mayor Johnson stated that several developments are looking to Manning to provide water service and that if impact and tap fees are waived for one organization, then it must be done for all. Mayor Johnson also noted that several people have requested that the fees be waived, but their requests were not honored.

Mrs. Rhodes asked Elder Langhorne if the Corporation would bear the cost to install the taps and if his organization had contacted the Public Works Director about the correct taps that must be installed.

Elder Langhorne stated that the costs of installing the taps were included in their budget.

Mrs. Rhodes asked if the Corporation would be using the types of meters the city had requested them to use.

Elder Langhorne stated that they would use the types of meters requested by the city and that the Corporation's goal is to turn the system over to the city.

Mrs. Rhodes stated that the owner of a similar type of development paid their impact fees and that the tap fees were waived because taps were installed according to the city's requirements.

Mayor Johnson asked Elder Langhorne to meet with Mrs. Rhodes and the Public Works Director. Mayor Johnson also asked Mrs. Rhodes to bring a recommendation and course of action to Council at the March meeting.

Mrs. Rhodes stated that for most subdivisions, the city would enter into a service agreement showing the fees that are to be paid or waived.

**Animal Shelter of Clarendon County.....Mr. John Belding, President**

Mr. Belding stated that the Animal Shelter has been in operation for over a year and presented Council with a handout listing a breakdown of the expenses for water service for 2007.

Mr. Belding requested that Council waive the monthly water bills for the Animal Shelter so that the monies they receive could be used for other expenses. In addition, Mr. Belding stated that it costs the shelter approximately \$1,000 a year for water service and due to the enlargement of the facility, the cost has increased. Next, Mr. Belding noted that the Animal Shelter is in partnership with the City of Manning.

Mayor Johnson asked if the request is over and above the \$4,000.00 that the City had budgeted for the shelter yearly.

Mr. Belding stated that he was correct.

Mayor Johnson asked if other municipalities have assisted with funding and if the Animal Shelter serves the towns of Summerton and Turbeville.

Mr. Belding stated that the shelter serves the entire county, but does not receive funding from any other municipality other than Manning and Clarendon County Council.

Mayor Johnson stated that the city recognized that the shelter was a much needed service and that the city had budgeted \$4,000 for the shelter. Mayor Johnson also noted that other organizations have asked that the water fee be waived, but that Council had considered their request and had given donations instead of waiving the fee. Mayor Johnson asked if Council had any questions.

Councilmember Pack asked Mr. Belding the amount that Clarendon County had donated.

Mr. Belding stated that the County had donated \$125,000.00.

Mayor Johnson asked Mr. Belding if their organization would consider requesting funding from the towns of Turbeville, Summerton, Paxville and any other municipalities.

Mr. Belding stated that the shelter had considered the idea, but had not formally requested funding from those municipalities.

Mayor Johnson stated that the city's budget is tight and recommended that Mr.

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Belding ask the other municipalities to participate by donating funds.

Mrs. Rhodes stated that the city's ordinances prohibit waiving water bills, but suggested that Council increase the yearly donation by approximately \$2,400.

Mayor Johnson encouraged Mr. Belding to ask the other municipalities and towns first and also asked Mrs. Rhodes to meet with the Finance Director to look at possibly increasing the donation during the next budget year.

Councilmember Welle asked the process for taking in animals.

Mr. Belding stated that a person has to live in Clarendon County in order for the shelter to take an animal and that on some occasions, the shelter may not be able to accept an animal due to the capacity.

Mrs. Rhodes stated that the city has had to bear the cost to euthanize animals that they have taken to the shelter that are in bad shape or need treatment.

Councilmember Georgia asked Mr. Belding the number of animals that the shelter could hold.

Mr. Belding stated that the maximum number of animals would be 100 dogs and 40 cats.

Mayor Johnson thanked Mr. Belding for coming.

**VII. Public Presentation**

**Clarendon County Relay for Life.....Lt. Pete Surette**

Mayor Johnson thanked Lt. Surette for all he has done for the City of Manning's team to benefit Relay for Life.

Lt. Surette distributed information to Council concerning the Corporate Sponsorship for Relay for Life, the different levels of commitment and stated that Mrs. Rhodes had received the Corporate Sponsors packet. Lt. Surette noted that the City had been a sponsor at the Bronze level of \$500.00 for several years and requested that the City increase its level of sponsorship to the Silver level of \$750.00. In addition, Lt. Surette stated that as a sponsor at the Silver level, the city's name and logo would be printed on the back of the shirts that would be distributed during this event.

Mayor Johnson stated that he had asked Mrs. Rhodes her recommendation on the donation and that Mrs. Rhodes had recommended the city increase their sponsorship level to the Silver level.

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A **motion** was made by Councilmember Welle and was seconded by Councilmember Georgia to accept the Administrator's recommendation to be a sponsor of Relay for Life at the Silver Level of \$750.00. There was no discussion. All favored the motion.

Following, Lt. Surette stated that pledge forms for Relay for Life would be available for employees who wish to make contributions through payroll deductions.

Mrs. Rhodes asked Mrs. Prince if any action was needed.

Mrs. Prince stated that, with Council's approval, the pledge forms could be included in the employees' payroll envelopes.

**VIII. Committee Reports:** None.

**IX. Mayor's Report:** Included in Council's packet as information.

Mayor Johnson stressed the importance of Council participating in the Main Street SC program. Mayor Johnson noted that the grand opening was attended by many business leaders, leading citizens, Councilmember Welle and the city's department heads.

In addition, Mayor Johnson stated that Mr. Howard Duvall, Director of the South Carolina Municipal Association, and his staff were in attendance and were impressed with the turnout. Mayor Johnson gave special recognition to Mrs. Mary Adger for initiating the city's participation in the Main Street SC program, and for the city being named the 12<sup>th</sup> municipality enrolled in the program. Mayor Johnson noted that this program is good for the downtown area and asked everyone to participate.

Next, Mayor Johnson reminded Council that that the Municipal Elected Officials Institute would be held at the Marriott Hotel in Columbia, SC on February 19<sup>th</sup> followed by Legislative Action Day, the second most important conference for Council, which would be held on Wednesday, Feb. 20<sup>th</sup>.

Following, Mayor Johnson noted that Council had a copy of a thank you card from Mrs. Marie Land for the city's acknowledgement of the loss of her father, Mr. Albert Mercogliano.

**X. Public Hearing:**

**A proposed amendment to the zoning ordinance to re-zone property owned by Julien Weinberg, located at 8 West Huggins Street, Tax Map No. 169-14-07-007-00, from Residential-10 (RS-10) to Office Commercial (OC).**

Mayor Johnson stated that the Manning Planning Commission had met to review the proposed map amendment and recommended that Council approve the rezoning request. In addition, Mayor Johnson stated that the zoning ordinance was approved for first reading during the Council meeting that was held January 28, 2008. Mayor Johnson opened the Public Hearing by asking those in favor of or against the proposed map amendment to the zoning ordinance to come forward and complete the sign-in sheet.

Mrs. Rhodes stated that the property owner had asked that the property be rezoned to General Commercial (GC). Mrs. Rhodes also noted that the Planning Commission had reviewed the request and recommended that the property be rezoned to Office Commercial (OC), a less intense commercial district.

**Proponent:**

None.

**Opponent:**

**Mr. Joseph Linnekin, 4 West Huggins Street, Manning**

Mr. Linnekin stated that his property was adjacent to the property to be rezoned. Mr. Linnekin stated that he had mailed a letter to Council concerning the request and distributed another copy to Council. In addition, Mr. Linnekin stated that he has owned the property since 1970 and has had problems with dogs creating a nuisance in the neighborhood. Mr. Linnekin stated that if the property was rezoned, it would decrease the value of his property and asked Council to consider not approving the rezoning request.

There were no other opponents to the request; therefore Mayor Johnson called the Public Hearing to a close.

**XI. Finance Director's Report:**

**February 2008**

**General Fund Unrestricted:**

Accounts Receivable checking	\$1,933,274.00
Cemetery Upkeep	9,922.00
<b>Total Unrestricted GF</b>	<b>\$1,943,196.00</b>

**General Fund Restricted:**

Fire Fund	\$ 11,435.00
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Police Fines	39,696.00
Lola Clark Park (CD)	8,103.00
<b>Total Restricted GF</b>	<b>\$ 59,234.00</b>
<b>Interest Earned (GF):</b>	<b>\$ 4,655.00</b>

**Utility Fund Unrestricted:**

Accounts Receivable checking	\$1,386,070.00
<b>Total Unrestricted UF</b>	<b>\$1,386,070.00</b>

**Utility Fund Restricted/Reserved: \$1,312,552.00**

**Interest Earned (UF) \$ 3,637.00**

**Special Fund: \$ 53,528.00**

Mrs. Prince stated that the reports reflected 7 months into the budget year and was at 58% with a remainder of 42%. In addition, Mrs. Prince stated that the report does not reflect the receipt of \$396,233.84 on February 15, 2008 for property taxes, and that this figure would be included in the report for March, 2008.

**REVENUE**

	<u>Current</u>	<u>Percent Collected</u>
<b>YTD GF Revenue</b>	<b>\$1,449,939</b>	<b>40%</b>
<b>YTD UF Revenue</b>	<b>\$1,119,789</b>	<b>63%</b>

**EXPENDITURES**

**General Fund**

	<u>YTD Spent</u>	<u>Percent Collected</u>
<b>Legislative</b>	<b>\$ 47,652</b>	<b>50%</b>
<b>Judicial</b>	<b>\$ 54,863</b>	<b>50%</b>

<b>Administration</b>	<b>\$ 229,265</b>	<b>45%</b>
<b>Non-Departmental</b>	<b>\$ 115,261</b>	<b>38%</b>
<b>Police</b>	<b>\$ 685,674</b>	<b>60%</b>
<b>Fire</b>	<b>\$ 250,960</b>	<b>49%</b>
<b>Street</b>	<b>\$ 476,364</b>	<b>49%</b>
<b>YTD GF</b>	<b>\$1,860,039</b>	<b>52%</b>

**Utility Fund**

	<u><b>YTD Spent</b></u>	<u><b>Percent Collected</b></u>
<b>Utility</b>	<b>\$ 904,186</b>	<b>51%</b>

Mayor Johnson asked Mrs. Prince if there were any concerns with the budget as it currently stands.

Mrs. Prince stated that she had no concerns at this time.

**XII. Administrator's Report:**

- 1) **Main Street SC Media Day-** This event went very well. Mrs. Rhodes stated that special recognition goes to Mrs. Mary Adger for her hard work and for getting the officials, business leaders and the community to attend the event.
- 2) **Chamber Infrastructure Committee-** Mrs. Rhodes will speak on February 21<sup>st</sup> and make a presentation to the committee concerning ways to improve the infrastructure in Clarendon County and inform the committee on what has been done by the city and the various projects that are planned.
- 3) **Paving of the parking lots on N. Brooks Street-** Mrs. Rhodes has been working with Attorney Johnson on researching the names of the current property owners for the property downtown on Brooks Street behind Peebles Store and behind the Chamber of Commerce. Letters will be sent to the owners concerning an easement.
- 4) **Municipal Achievement Award-** Mrs. Rhodes stated that Mayor

Johnson recommended that the city apply for the award.

In addition, Mrs. Rhodes stated that Mrs. Adger recommended that the city apply for the award for economic development for downtown revitalization projects and also an award for public safety for a camera system to be used by the Police Department.

Following, Mrs. Rhodes stated that Chief Garrett was interviewed by television station WACH FOX News on February 13<sup>th</sup> about the city's surveillance camera system.

- 5) **Streetscaping Project for Phase V and VI-** The Notice of Award has been signed and the contractor would be starting the project once his bonding is in place.
- 6) **Budget-** Department Heads have been given their budget worksheets. Mrs. Rhodes stated that she anticipates presenting the Budget to Council in March or April.

Mayor Johnson stated that although Council has until June 30<sup>th</sup> to have second and final reading on the Budget, he would like to have second and final reading in May.

- A) **Departmental Reports:** Mayor Johnson stated that the reports were included in Council's packet as information.

### **XIII. Old Business:**

#### **A. Ordinance No. 2008-01- (Second Reading). An Ordinance Pertaining to the 2008 Municipal Election Process for the City of Manning.**

Mayor Johnson stated that the Petition Deadline had passed, the filing opened on January 28, 2008 and closed on February 1, 2008. In addition, Mayor Johnson stated that the Election would be held on April 8, 2008 and, if necessary, an election runoff would be held on April 22, 2008.

Next Mayor Johnson stated that as of February 1, 2008, there was no opposition to the following offices:

Office of the Mayor	Mayor Kevin Johnson, Incumbent
District 1	Councilmember Clayton Pack, Incumbent
District 6	Councilmember Sherry A. Welle, Incumbent

In addition, Mayor Johnson stated a write-in candidate had not submitted an application for these offices 14 days following the closing on February 1, 2008 and therefore, by law, the incumbents were declared winners of the election and would be sworn in during the April Council Meeting.

Following, Mayor Johnson stated that although no one filed as a candidate for District 4 during the filing period that closed February 1, 2008, there was a write-in candidate that filed during the 14 days following the closing date and that an election would be held on April 8, 2008, with a run-off election on April 22, 2008 if necessary.

A **motion** was made by Councilmember Witherspoon and was seconded by Councilmember Welle to approve the ordinance for second reading.

In discussion, Councilmember Welle asked if the only precinct that would be open would be the precinct for District 4.

Mayor Johnson stated that he would follow up with Mrs. Adger to find out what precincts would be open. There being no further discussion. All favored the motion.

**B. Ordinance No. 2008-02 (Second Reading) An Ordinance to Annex a Portion of South Carolina Department of Transportation (SCDOT) Right-of-Way, SC 261 (West Boyce Street) Pursuant to Section 5-3-110, Code of Laws of South Carolina (1976 as Amended).**

A **motion** was made by Councilmember Welle and was seconded by Councilmember Pack to approve the ordinance for second reading. There was no discussion. All favored the motion.

**C. Ordinance No. 2008-03 (Second Reading). An Ordinance to Annex a Portion of South Carolina Department of Transportation (SCDOT) Right-of-Way of RD 14-770, (W.L. Hamilton Road) Pursuant to Section 5-3-110, Code of Laws of South Carolina (1976 as Amended).**

A **motion** was made by Mayor Pro-tem Gordon and was seconded by Councilmember Georgia to approve the ordinance for second reading. There was no discussion. All favored the motion.

**D. Ordinance No. 2008-04 (Second Reading). An Ordinance to Annex a Portion of South Carolina Department of Transportation (SCDOT) Right-of-Way of State Road S-63 (Raccoon Road) Pursuant to Section 5-3-110 Code of Laws of South Carolina (1976 as Amended).**

A **motion** was made by Mayor Pro-tem Gordon and was seconded by Councilmember Pack to approve the ordinance for second reading. There was no discussion. All favored the motion.

**E. Zoning Ordinance No. 2008-01M (Second Reading) An Ordinance re-zoning property owned by Julien Weinberg, located at 8 West Huggins Street, Tax Map No. 169-14-07-007-00, from Residential-10 (RS-10) to Office Commercial (OC).**

Mrs. Rhodes stated that when the Planning Commission recommended that the property be re-zoned to Office Commercial (OC), the only types of land use allowed under the OC designation would be offices and residential use.

A **motion** was made by Councilmember Witherspoon and was seconded by Councilmember Pack to approve the ordinance for second reading.

In discussion, Councilmember Welle asked if the Planning Commission stipulated any requirements for buffering or parking to prevent parking on residential property.

Mrs. Rhodes stated that each office use must abide by the Zoning Ordinance for parking which would limit the types of businesses that would be allowed on the property. In addition, Mrs. Rhodes stated that under the Zoning Ordinance the buffering goes from the least intense use to most intense use and would require specific size buffers between offices and residences.

Councilmember Welle asked Mrs. Rhodes what types of buffers are allowed.

Mrs. Rhodes stated that the Zoning Ordinance indicates that the type of buffer allowed between a residential use and office commercial use would be a Buffer type "E". In addition, Mrs. Rhodes stated that this type of buffer would be 7.5 feet wide and 100 feet long and would consist of 4 canopy trees, 6 understory trees, 36 shrubs or 18 evergreen, multiplied by a multiplier of .6. In addition, Mrs. Rhodes stated that the parking requirements would depend on the type of office use, also outlined in the Zoning Ordinance Table of Permitted Uses.

Councilmember Georgia asked Mrs. Rhodes to clarify the width of the buffer.

Mrs. Rhodes stated that the minimum width of the buffer would be 7.5 feet wide and 100 feet long.

There being no further discussion, Mayor Johnson asked those in favor of the motion. All favored the motion.

**XIV. New Business:**

**A. Zoning Ordinance No. 2008-02M (First Reading). An Ordinance rezoning property owned by Henry A. Lucas and Deborah M. Lucas located at 122 North Boundary Street from General Residential 1 (GR-1) to Office Commercial (OC), Tax Map No. 169-15-08-003.**

Mayor Johnson asked Mrs. Rhodes if the request had been reviewed by the Planning Commission.

Mrs. Rhodes stated that the Planning Commission had reviewed the request and recommended that that Council approve the re-zoning request.

A **motion** was made by Mayor Pro-tem Gordon and was seconded by Councilmember Pack to approve the ordinance for first reading.

In discussion, Mrs. Rhodes stated that a land surveyor's office had plans to relocate to the property.

There was no further discussion. All favored the motion.

**XV. Councilmembers' Comments:**

**Councilmember Welle**

Councilmember Welle stated that she had received phone calls concerning cars parking on the sidewalk in front of the automobile dealership located on Winfield Street and the number of cars the owner had displayed on the lot.

Chief Garrett stated that the Police Department had received numerous complaints about the dealership and that the business is creating a nuisance. Chief Garrett asked if the business license could be revoked based on a public nuisance.

Mrs. Rhodes stated that in order to revoke the business license, the city would have to have documentation of the complaints.

Mayor Johnson asked Mrs. Rhodes to have the city's attorney contact the owner of the business concerning the public nuisance complaints.

**Councilmember Georgia**

Councilmember Georgia commended all the Department Heads for the

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outstanding job they were doing and gave special recognition to Mrs. Mary Adger for making Main Street Media Day a success.

**Councilmember Welle**

Councilmember Welle also commended Mrs. Adger for making Main Street Media Day a success and also thanked the Department Heads for their participation.

Mrs. Rebecca Rhodes stated that she wanted to respond to Councilmember Pack's request at the February Council Meeting concerning the installation of a fence at the Bellewood Park and Council's motion during that meeting to approve the installation of a fence.

Mrs. Rhodes stated that the City received three bids for the installation of the fence and that the lowest bid received was \$4,975.00. Mrs. Rhodes stated that, upon Council's approval the bid could be awarded and work could begin the week of February 25th and be completed within the week.

Councilmember Welle asked Mrs. Rhodes about the status of a park in her district.

After some discussion, Mrs. Rhodes stated that she would look at the budget for fiscal year 2008-2009 and do some research for a proposed park in District 6.

**XVI. Executive Session:**

- 1) Personnel Matter: Fire Department – (Compensation)
- 2) Contractual Matter: Public Works Department-
  - a) Update on water and sewer.
  - b) Update on a Public Works Building.

A **motion** was made by Councilmember Pack and was seconded by Councilmember Georgia to enter into Executive Session to discuss a Personnel Matter in the Fire Department concerning compensation and to discuss contractual matters in the Public Works Department concerning an update on water and sewer and an update on a Public Works building. There was no discussion. All favored the motion.

Following Executive Session, the following motions were made:

A **motion** was made by Councilmember Welle and was seconded by Councilmember Pack to transfer funds from the General Fund to the Fire Department Budget to fund additional compensation to the Fire Department.

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There was no discussion. All favored the motion.

A **motion** was made by Councilmember Welle and was seconded by Mayor Pro-tem Gordon to authorize the Administrator to make a counter offer on property for a Public Works Building and, if accepted, to move forward to contract.

Mayor Johnson stated that if the offer is not accepted, that the Administrator would come back to Council in March with a recommended course of action.

There was no further discussion. All favored the motion.

**XVII. Adjournment:**

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

**Time:** 8:02 p.m.

Respectfully submitted,

Daun Davis  
Administrative Services Coordinator/Clerk