

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

Tuesday, May 20, 2008  
6:30 p.m.

Breedin Assembly Room  
City Hall

**Members Present:**

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

**Members Absent:**

**(E-Excused/U-Unexcused:)**  
Councilmember Welle-E

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

News Media: Chris Bullard- Manning Times  
Bobby Baker- The Item.

Others: Mr. Jerome Dupree  
Mrs. Jan McNair, J-Mac Farms  
Mr. Russell Duncan, Clemson Extension Service

- II. Invocation:** Councilmember Ervin Davis.

- III. Pledge:** Councilmember Gregory Witherspoon.

- IV. Approval of Agenda:**

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

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**V. Minutes:**

**Minutes of the Regular Meeting of City Council, April 21, 2008.**

**Minutes of the Budget Workshop of May 6, 2008.**

A motion was made by Mayor Pro-tem Gordon and was seconded by Councilmember Pack to approve the Minutes of the Regular Meeting of City Council, April 21, 2008 and the Minutes of the Budget Workshop of May 6, 2008 as presented.

In discussion, Mayor Johnson stated that although the legislature had placed local spending caps on all municipalities, he commended the staff for presenting a balanced budget. Mayor Johnson stated that the general fund budget of \$3.3 million was balanced using \$106,000 of the fund balance and that the utility fund budget of \$1.9 million has a small surplus of \$191.00. There was no further discussion. All favored the motion.

**VI. Citizens' Comments:**

**Mr. Jerome Dupree, 6812 Sumter Highway, Manning, SC**

Mr. Dupree stated that he is building a house on property located at 1253 West Huggins Street and would like to be connected to the city's sewer system. Mr. Dupree stated that he was given two proposals from the city's Public Works Director on the cost to connect to the city's sewer system. One was a proposal for a pump station and force main totaling \$3,350 and the other proposal was for gravity sewer totaling \$15,340. Mr. Dupree distributed to Council copies of the proposal and asked for assistance in connecting sewer to his property.

Mayor Johnson asked Mr. Dupree if he was requesting Council to pay for the connection to his property.

Mr. Dupree stated that he would like assistance with paying for the connection.

Mayor Johnson stated that Council's policy is that the property owner pays for the cost to run the sewer line to the point where the property owner can tap into the city's system. In addition, Mayor Johnson stated that Council is prohibited from spending public funds for work done on private property.

Councilmember Pack asked Mr. Dupree if he had contacted other surrounding property owners to see if they were willing to help share the cost to tap into the city's system.

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Mayor Johnson stated that the other property owners were already tied into the city's sewer system.

Mayor Johnson stated that the city's Public Works Director, Mr. Rubin Hardy, does a good job of responding to requests to tap into the city's system and provides information on the options that are available.

Rubin Hardy stated that the sewer line is located at the main entrance into Spann Street going into the Bellwood Subdivision and that it is very shallow.

Mrs. Rhodes stated that the proposals are for running a sewer line to Mr. DuPree's house and that if other properties were added, the cost would increase.

Mayor Johnson stated that Council would not be able to assist with his request and asked Mr. Dupree to contact Mrs. Rhodes or Mr. Hardy if there is anything else he would like the City to consider.

**VII. Committee Reports:** None.

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

**IX. Public Presentation:**

**Proclamation .....Mental Health Month**

Mayor Johnson stated that each year the City of Manning observes the month of May as Mental Health Month. Next, Mayor Johnson read the proclamation and asked the Clerk to forward the proclamation to the South Carolina Department of Mental Health.

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

**May 2008**

<b>General Fund Unrestricted:</b>	\$2,078,690.00
<b>Total Unrestricted GF</b>	<b>\$2,078,690.00</b>
<b>General Fund Restricted:</b>	\$ 50,967.00
<b>Total Restricted GF</b>	<b>\$ 50,967.00</b>
<b>Interest Earned (GF):</b>	<b>\$ 3,027.00</b>
<b>Utility Fund Unrestricted:</b>	\$1,186,994.00
<b>Total Unrestricted UF</b>	<b>\$1,186,994.00</b>
<b>Utility Fund Restricted/Reserved:</b>	\$1,312,562.00
<b>Total Restricted/Reserve UF</b>	<b>\$1,312,562.00</b>

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Interest Earned (UF)	\$	1,692.00
Special Fund:	\$	50,322.00
<b>Total Special Fund</b>	<b>\$</b>	<b>50,322.00</b>

We are 9 months into the budget year which is 83% with a remainder of 17%.

**REVENUE**

	<u>Current</u>	<u>Percent Collected</u>
YTD GF Revenue	\$2,599,327	72%
YTD UF Revenue	\$1,565,341	88%

**EXPENDITURES**

General Fund

	<u>YTD Spent</u>	<u>Percent Collected</u>
Legislative	\$ 64,282.00	68%
Judicial	\$ 79,866.00	73%
Administration	\$ 319,353.00	71%
Non-Departmental	\$ 139,640.00	47%
Police	\$ 954,589.00	83%
Fire	\$ 354,067.00	68%
Street	\$ 686,099.00	70%
<b>YTD GF</b>	<b>\$ 2,597,893.00</b>	<b>72%</b>

Mayor Johnson noted that overall revenue is below expectations as well as expenditures. Mayor Johnson noted that the revenue for business license fees is only at 58% and asked Mrs. Prince if additional revenue for business license fees are expected.

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Mrs. Rhodes stated that the bulk of the revenue for business license fees would be received around June 28<sup>th</sup> from the Municipal Association's tax collection program.

Mayor Johnson asked if the city would come close to receiving the projected revenue for business license fees.

Mrs. Prince stated that the total amount for business license fees would be fairly close to the projected figure.

**Utility Fund**

	<b><u>YTD Spent</u></b>	<b><u>Percent Collected</u></b>
<b>Utility</b>	<b>\$1,258,470.00</b>	<b>71%</b>

**XI. Administrator's Report:**

- 1) **ETV Road Show-** The ETV Road Show, sponsored by the Clarendon County Chamber of Commerce was held on May 19<sup>th</sup>. Mrs. Rhodes thanked the Chamber for its sponsorship, the city staff for working at the Main Street Manning tent during the event, and all of the participants who made the ETV Road Show a success.
- 2) **Phase V and VI of the Downtown Revitalization-** Work has begun on the second half of Mill Street. A change order had been submitted by the contractor for the installation of the Street Clock downtown which was not included in the contract. The sidewalk should be completed within two-four weeks if the weather permits.
- 3) **Phase VII of the Downtown Revitalization-** The Downtown Revitalization Committee recommended that this phase include the revitalization of the south side of Keitt Street and the east side of Brooks Street. The application had been submitted and the city should receive a response from the application request in July or August, 2008.
- 4) **Historic District-**The city had advertised for a consultant for the Historic District and a consultant had been selected. Council would need to approve a resolution to authorize the Administrator to enter into an agreement with the consultant.
- 5) **Parking Lot-** Discussion is still ongoing with the property owners of the parking lot on either side of Brooks Street concerning an easement on their property.

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- 6) **Lot Clearing/Demolition-** The funds in this line item had been depleted. However, there is a house on the list that had been reviewed by our attorney for demolishment and is a safety hazard. Mrs. Rhodes stated that the city would seek bids and the owner would be billed for the work that was done. Mrs. Rhodes asked for Council's approval to transfer \$6,000.00 from the Rex Josey line item to the lot clearing line item to cover the cost to demolish the house.

A **motion** was made by Councilmember Pack and was seconded by Mayor Pro-tem Gordon to transfer \$6,000.00 from the Rex Josey line item to the lot clearing line item. In discussion, Councilmember Davis stated that his concern was that there would be enough money left in the Rex Josey line item this fiscal year to cover routine maintenance.

Mrs. Rhodes stated that the Rex Josey line item has been combined with the Recreation line item in the budget for the next fiscal year and that there would be enough money in that line item to cover routine maintenance for all of the parks. There were no further comments. All favored the motion.

- 7) **Water and Sewer Projects-**
- a) Joint Water and Sewer Planning Meeting- Copies of the minutes of the meeting held May 9, 2008 were distributed to Council for discussion in Executive Session.
  - b) Water line extension to the Town of Paxville- The PER and Environmental Report for the USDA should be complete in two to three weeks. Once the report is complete, then the application could be sent.
- 8) **I-95/Exit 119 Water line extension-** The engineers have surveyed the area and found that the most efficient route to get to the Interstate and under the Interstate would be in the wetlands area. The engineers are looking at other ways to get to the Interstate without disturbing the wetlands.

At this time, Mayor Johnson stated that on behalf of Council, he would like to thank all employees for representing the city in all of the Chamber events this year and for helping to make these events successful. In addition, Mayor Johnson gave a special thanks to Mr. and Mrs. Pete Surette for their accomplishments in making Relay for Life a successful event.

- A) Departmental Reports. In Council's packet as information.

**XII. New Business:**

- A. Ordinance No. 2008- 05 (First Reading) An Ordinance to amend the Ordinance to raise revenue and levy taxes for the City of Manning, South Carolina for the Fiscal Year Ending June 30, 2009.**

Mayor Johnson stated that Council held a Budget Workshop. Mayor Johnson stated that Council is required to have first reading of the ordinance, a Public Hearing and second and final reading of the ordinance. In addition, Mayor Johnson stated that by

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law, Council is required to have a balanced budget passed prior to the beginning of the new fiscal year which begins July 1<sup>st</sup>.

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

**B. Zoning Ordinance No. 2008-04M (First Reading). An Ordinance re-zoning properties owned by R. Joel Taylor, Richard D. Taylor and Linda E. Taylor, located at Tax Map No. 187-04-04-003-00 from General Residential-1 (GR-1) to General Commercial (GC) and Tax Map No.'s 187-04-04-005-00 and 187-04-04-009-00 from Residential-10 (RS-10) to General Commercial (GC).**

A **motion** was made by Councilmember Pack and was seconded by Mayor Pro-tem Gordon to approve the ordinance for first reading. In discussion, Mrs. Rhodes stated that the Planning Commission had recommended to Council that this request be approved.

In addition, Mrs. Rhodes stated that the properties, located behind the hospital, were being purchased by the hospital for additional parking and doctor's offices. There was no further discussion. All favored the motion.

**C. Zoning Ordinance No. 2008-05M (First Reading). An Ordinance re-zoning property owned by Bessie R. Parker located at 118 W. Boyce Street, Tax Map No. 169-15-03-007-00 from Residential-20 (RS-20) to General Commercial (GC).**

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 the property, which is currently a residence, is located across the street from the NBSC Bank and that there are no current plans for the property.

In addition, Mrs. Rhodes stated that the property owner requested the property to be re-zoned. Next, Mrs. Rhodes stated that the Planning Commission had recommended that the request be approved. There was no further discussion. All favored the motion.

**D. Zoning Ordinance No. 2008-02T (First Reading). An Ordinance to amend Article 7 Supplementary Regulations by adding subsection 727- Tree Preservation Regulations.**

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

In discussion, Mrs. Rhodes stated that the Tree Board and the Planning Commission had reviewed the ordinance.

In addition, Mrs. Rhodes stated that the ordinance is a basic tree preservation ordinance for major site developments to ensure that any new development of wooded property could not be completely cleared. There was no further discussion. All favored the

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motion.

**E. A Resolution Authorizing the Mayor, and/or, as appropriate, His Designee, the City Administrator, to enter into an agreement with Eric W. Plaag for consulting services for the City of Manning Historic District nomination to the National Register of Historic Places.**

A **motion** was made by Councilmember Davis and was seconded by Councilmember Pack to approve the Resolution. There was no discussion. All favored the motion.

**F. Discussion of the Farmers Market.**

Mr. Russell Duncan, Clemson University Cooperative Extension Service, introduced Ms. Carrie Trebil, Horticulturist/Community Development Agent.

Ms. Trebil stated that she was looking forward to working with the Main Street Manning Committee to help transform Manning.

Next, Mr. Duncan spoke about the Farmer's Market. Mr. Duncan stated that in June 2007, Mr. Fred Broughton, Marketing Specialist, South Carolina Department of Agriculture, and Mr. Larry Gilliam, South Carolina Department of Social Services spoke to Council about the procedures for taking EBT cards at the Farmer's Market. Mr. Duncan stated that Mrs. Jan McNair of J-MAC Farms, had volunteered to handle the EBT payments for the Farmer's Market.

Mr. Duncan stated that he met with Mr. Broughton who explained what needed to be done. Mr. Duncan stated that he spoke with Mr. Rubin Hardy who informed him that funding was still available from the original grant that could be used this year without charging any fees to the vendors.

In addition, Mr. Duncan stated that Mr. Broughton indicated that approximately \$1,000- \$2,000 would be available to the city to cover the cost of infrastructure needed to begin taking EBT transactions. Mr. Duncan stated that the city would need to complete an application to set up an account for the city.

Mrs. Rhodes asked Mr. Duncan to explain how the process would work.

Mr. Duncan stated that the tokens could only be used at the Farmer's Market. Mr. Duncan stated that Mrs. McNair would swipe the customer's card to debit their account for the amount of tokens that the customer requests. Once the account had been debited, the customer would receive their tokens to make purchases from any vendor in the market. At the end of the day, the vendors would turn in their tokens to Mrs. McNair and a voucher would be submitted to the city administration office. A check would be printed for the amount of tokens that the vendor received.

Mrs. Rhodes stated that a power line and phone line would need to be installed at the Farmer's Market. Mr. Duncan stated that with Mr. Broughton's help, the Farmer's Market will be able to operate this year without costing the city any money.

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Councilmember Davis asked how would the EBT transactions be accountable to the city's budget.

Mrs. Rhodes stated that EBT would have to credit the city's account and then the city would in turn issue checks to the vendors.

Mrs. Prince stated that there was a line item established for the Farmer's Market for budgeting purposes. In addition, Mrs. Prince stated that she wanted to correct Mr. Duncan's statement that the city had grant monies available for the farmer's market. Mrs. Prince stated that the city does not have any grant monies left over, but that Council had budgeted funds under the farmer's market line item each year.

Mayor Johnson thanked Mr. Duncan for his work in helping to make this process happen.

**G. Discussion of Council Appointments to Boards.**

Planning Commission                      Term Expiring June 30, 2008  
Jane Powell

Zoning Board of Appeals                  Term Expiring June 30, 2008  
Thomas James, Jr. (Replacement needed)

Municipal Grievance Committee        Term Expiring June 30, 2008  
James Pringle

Abatement and Appeals Board          Term Expiring May 31, 2008  
Jake Buddin  
Steven Broadway

Mayor Johnson noted that there was one replacement needed on the Zoning Board of Appeals. Mayor Johnson asked the Clerk if the other Board Appointments whose terms were expiring, agreed to serve another term. Mrs. Davis stated that the board members all agreed to serve.

A **motion** was made by Councilmember Pack and was seconded by Councilmember Georgia to reappoint the members of the Planning Commission, Municipal Grievance Committee and Abatement and Appeals Board to serve another term. There was no discussion. All favored the motion.

Mayor Johnson stated that a replacement was needed on Zoning Board of Appeals to fill Mr. Thomas James, Jr.'s term that expires would June 30, 2008. In addition, Mayor Johnson stated since decisions made by the Board of Appeals could only be appealed through the circuit courts, Council would need to consider nominating someone dedicated and knowledgeable in the area of zoning. Mayor Johnson asked Council to bring their recommendations at the next meeting.

**H. Discussion of a purchase of decorative trash receptacles for downtown.**

Mrs. Rhodes stated that the Downtown Revitalization Committee spoke to her concerning decorative benches and trash receptacles in the downtown streetscape area. Mrs. Rhodes stated that Clarendon Memorial Hospital had already donated four benches which have been placed throughout the streetscaping area downtown. Next, Mrs. Rhodes stated that, during the current budget year, she would like to purchase 22 decorative trash receptacles at a cost of \$958.00 each and relocate the existing trash receptacles to the city parks

Mayor Johnson stated that when the downtown master plan was put together, there were a lot of recommendations listed to enhance the downtown area. Mayor Johnson stated that this request was one of those recommendations.

Mrs. Rhodes stated that upon Council's approval of the purchase, two trash receptacles would be located on all of the streets in the nine-block area of the streetcaping project. In addition, Mrs. Rhodes stated that part of the money that is left over in the line item for the Main Street Consultant's salary could be transferred to the downtown development line item to purchase 22 trash receptacles.

Councilmember Witherspoon asked if County Council would purchase 8 trash cans that would be located around the Courthouse Square.

Mrs. Rhodes stated that she could ask them.

A **motion** was made by Councilmember Pack and was seconded by Councilmember Georgia to transfer funds from the salary line item to the downtown development line item to purchase 22 trash receptacles. In discussion, Mayor Johnson recommended that Mrs. Rhodes contact County Council to ask if they would purchase 4 trash receptacles. There was no further discussion. All favored the motion.

**XIII. Councilmembers' Comments**

**Mayor Johnson**

Mayor Johnson reminded Council of the Municipal Association's Annual Convention which would be held July 17-20, 2008 in Charleston, South Carolina. Mayor Johnson stated that Council had prior discussions concerning the new procedures for registration and hotel reservations.

**Councilmember Pack**

Councilmember Pack commended Mr. Jerome Dupree on the work that had been done to improve the appearance of the property located at 1253 West Huggins Street.

**XIV. Executive Session**

Public Works Department- Contractual matter concerning a water and sewer agreement.

A **motion** was made by Councilmember Pack and was seconded by Councilmember Georgia to enter into Executive Session to discuss a contractual matter concerning a water and sewer agreement in the Public Works Department. There was no discussion. All favored the motion.

Following Executive Session no action was taken.

**XV. Adjournment**

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

**Time: 7:45 p.m**

**Respectfully submitted,**

Daun Davis  
Administrative Services Coordinator/Clerk