

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

Monday September 17, 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:

Councilmember Davis

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

News Media: Eric Goold, Manning Times
Sharron Haley, The Item
Others: Mrs. Marie Land
Mr. Larry Williamson, Manning Zoning Board of Appeals
Mrs. Jane Powell, Manning Planning Commission

- II. Invocation:** Councilmember Pack.

- III. Pledge:** Mayor Pro-tem Gordon.

- IV. Approval of Agenda:**

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

V. Minutes:

Minutes of the Regular Meeting of City Council, August 20, 2007.

A **motion** was made Councilmember Welle and was seconded by Mayor Pro-tem Gordon to approve the Minutes of August 20, 2007 as presented. There was no discussion. All favored the motion.

VI. Citizen's 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.

IX. Public Presentation:

**Proposed Historic Commercial District.....Janet Meleney, Executive Board Member
Downtown Revitalization Board**

Mrs. Meleney stated that copies of the map outlining the proposed Historic Commercial District were given to Council for review. Mrs. Meleney stated that the original nine-block area of the downtown commercial district was designated in 1865 and that the Downtown Revitalization Board was working to determine what buildings within that area are contiguous to the area and eligible for the historic district designation.

Mrs. Meleney stated that Mr. Andrew Chandler, of the SC State Department of Archives, visited the area to survey the buildings for eligibility in the National Historic Register.

Next, Mrs. Meleney stated that the criteria for this particular District is based on the following criteria:

- The property must be at least fifty (50) years old.
- The property must maintain its historic value.
- The property must represent the era in which it was built.
- The property can be restored to the original era.

Following, Mrs. Meleney reviewed each property designated on the map and explained their eligibility status. Then, Mrs. Meleney asked Council if there were any questions.

Councilmember Welle asked if residential areas were included in the historic district.

Mrs. Meleney stated that the Downtown Revitalization Board is currently working on the commercial district and that the north residential and south residential areas would be considered at a later time.

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Next, Mrs. Land asked Mrs. Meleney to explain to Council the significance of having a historic district and what it might mean to owners that may want to renovate their properties.

Mrs. Meleney stated that the National Historic Register does not put restrictions on what can be done to renovate a building to make it eligible for the historic district designation.

In addition, Mrs. Meleney stated that the advantages for establishing the district is the ability to attract tourism to the city, to be listed in the National Historic Register, and to receive tax credits for maintenance or restorative work done to the property as long as it meets the Federal criteria.

Councilmember Welle asked if a property owner will need to get approval from a committee for additional renovations done to the property.

Mrs. Rhodes stated that the city does not currently have a historical architectural review board and therefore the owner would not have to go through that process.

However, Mrs. Meleney stated that to receive credit for work to buildings prior to a historical designation, the owner must make application of their intent.

Mayor Johnson thanked Mrs. Meleney for the presentation and thanked the committee, Mrs. Land and Mrs. Adger for their hard work and stated that the city looks forward to achieving a historic district designation.

At this time, Mrs. Land stated that achieving a historic district designation is also a requirement of the Main Street SC project and noted that the designation of a historic district was also a recommendation listed on the city's Master Plan Project.

In addition, Mrs. Land stated that the next step is to have a workshop to present this proposal to the community and to educate them on what the city's plans are.

**PigTales BBQ Festival.....Sharron Haley
Friends of the Library**

Mayor Johnson stated that the PigTales BBQ Festival will be held on October 5 and October 6, 2007 in an effort to raise funds on behalf of the Friends of the Library.

Ms. Haley stated that as a member of the Friends of the Library Committee she is helping with the fund raiser and asked Council for their continued support. Mrs. Haley stated that there will be various attractions, events and cook-off competitions held during the two-day event.

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Ms. Haley stated that the city's Police, Fire and Utility Departments will be providing in-kind services and that there would be many sponsors to help make the event a success.

Mayor Johnson asked Council if there were any questions.

Mrs. Rhodes stated that the Barbeque Festival is a state sanctioned festival.

Mrs. Jane Powell, Chairman of the Festival, stated that this event will enhance tourism for the city.

Mayor Johnson stated that although the city will be providing in-kind services, Council would like to make a small donation to the festival.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Pack to donate \$500.00 to support the Friends of the Library. There was no discussion. All favored the motion.

X. Finance Director's Report:

Mrs. Prince gave the following report:

Finance Report for September 2007

General Fund Unrestricted:	\$	1,682,498.00
Total Unrestricted GF	\$	1,682,498.00
General Fund Restricted:	\$	55,285.00
Total Restricted GF	\$	55,285.00
Interest Earned (GF):	\$	8,861.00
Utility Fund Unrestricted:	\$	1,142,530.00
Total Unrestricted UF	\$	1,142,530.00
Utility Fund Restricted/Reserved:	\$	1,306,846.00
Total Restricted/Reserve UF	\$	1,306,846.00
Interest Earned (UF)	\$	4,314.00
Special Fund:	\$	59,642.00
Total Special Fund	\$	59,642.00

Financial reports are unadjusted totals due to forthcoming audit for FY 06 and 07.

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We are two months into the budget year which is 16% with a remainder of 84%.

REVENUE

	<u>Current</u>	<u>Percent Collected</u>
YTD GF Revenue	\$411,238	11%
YTD UF Revenue	\$326,359	18%

EXPENDITURES

GENERAL FUND

	<u>YTD SPENT</u>	<u>Percent Spent</u>
Legislative	\$16,341.00	17%
Judicial	\$10,413.00	11%
Administration	\$66,272.00	15%
Non-Departmental	\$124,856.00	41% **
Police	\$198,186.00	17%
Fire	\$68,108.00	13%
Street	\$106,006.00	11%
YTD GF	\$590,182.00	16%

UTILITY FUND

	<u>YTD SPENT</u>	<u>Percent Spent</u>
Utility	260,800.00	15%

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Mrs. Prince stated that under the Non-Departmental section of the Expenditure Report, 79% of the Downtown Development line item (010-501-00000020-00320) was spent, approximately \$124,856.00 for the downtown revitalization project. A portion of this amount will be reimbursed through the South Carolina Department of Transportation.

Mayor Johnson stated that the bulk of the revenue and expenditures will come later in the year.

XI. Administrator's Report:

Mrs. Rhodes gave the following report:

- 1). **Judicial Annex-** Renovations have begun and should be completed within a month's time.
- 2). **Revitalization Committee-** The Downtown Revitalization Committee will meet on September 18th at noon. Mrs. Rhodes will request permission from the county to place the street clock at the corner of Mill and Boyce Streets.

The City had received a check in the amount of \$29,000 from Clarendon County Council as part of their contribution to the streetscaping project. The City anticipates another check to be received in next year's budget.

In addition, an encroachment permit was received for Phase V and VI from SCDOT. Mr. Ken Simmons will be setting bid dates and advertising.

- 3). **Land Development Regulations-** A draft of the Land Development Regulations was distributed to Council for review. Discussion on this topic will be placed on the October 2007 Agenda.
- 4). **Palmetto Pride Tree grant-** An application for the grant for trees for Old Georgetown Highway, Sunset Drive and City Hall has been submitted.
- 5). **Annexation-** Letters were sent to key owners. Clarendon School District II will discuss annexation at their next board meeting.
- 6). **Water & Sewer-** Clarendon County has approved the franchise extension for the Holiday Heights subdivision.
- 7). **Christmas Leave -** The Christmas Holiday leave time will be needed to include in the city's newsletter. Mrs. Rhodes asked for clarification from

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Council on whether the Christmas Holiday will include an additional day: December 26th.

Mayor Johnson stated that the city usually adopts the Christmas holiday that the state observes. Then, Mayor Johnson asked the Administrator to review the holidays for the city and state and to bring a recommendation to Council on what holidays that the city would observe for 2008.

Next, Councilmember Welle asked Mrs. Rhodes the status of her research concerning the clause on the tap forms relating to annexation.

Mrs. Rhodes stated that most of the forms were signed by property owners living in the Pine Knolls II subdivision. Mrs. Rhodes stated that she met with the developer, Mr. Morris, and that Mr. Morris had indicated that he would be annexing Pine Knolls II subdivision into the city in October.

- 8). **Fire Department** – Mrs. Rhodes met with a representative of USDA. USDA is requesting additional letters before the project can be bid out. The city's debt limit currently is \$704,000. In addition, Mrs. Rhodes stated the current cost of the project is approximately \$1,092,640. Using the debit limit of \$704,000, a grant of \$113,040, last year's budgeted amount of \$87,934 and the current year's budget of \$75,000, will leave a shortfall of approximately \$112,000.00 to complete the project. The loan would be for a term of forty years at an interest rate of 4.5% with a yearly payment of \$38,263.00.

Mrs. Rhodes stated that she recommends that the city move forward with that project in anticipation that the bids obtained may be lower than the actual cost.

Mayor Johnson stated that he wanted Council to be aware of the debt limit and where the city stands on the project.

Next, Councilmember Welle asked Mrs. Rhodes if the Country Club Estates would be getting sewer service.

Mrs. Rhodes stated that providing sewer throughout the Country Club Estates would be very costly at this time, but the city would continue to look at the possibility of providing sewer at a later date.

Mrs. Rhodes stated that she and Mr. Hardy have been meeting with the new owner of the Country Club Golf Course about providing service.

XII. Old Business:

A. Discussion of a replacement on the Tree and Beautification Board.

Mayor Johnson stated that this item would remain on the agenda until the vacancy has been filled.

B. Discussion of Council Appointments to Boards.

**Municipal Grievance Committee: Term Expiring June 30, 2007.
James Bethea (Replacement needed)**

Mayor Johnson asked Mrs. Rhodes for her recommendation for a replacement on the Municipal Grievance Committee.

Mrs. Rhodes stated that she recommended Ms. Virginia Strickland as a replacement and that Ms. Strickland has agreed to serve.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Pack to appoint Ms. Virginia Strickland as a member of the Municipal Grievance Committee for a term to expire June 30, 2010. There was no discussion. All favored the motion.

C. Discussion of the Purchase of a Street Clock.

Mayor Johnson asked Mrs. Rhodes for clarification of this item.

Mrs. Rhodes stated that after some research, she discovered that Council did not formally approve the funding of the street clock.

A **motion** was made by Councilmember Georgia and was seconded by Councilmember Welle to purchase the street clock.

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Mayor Johnson stated that the purchase of the clock is approximately \$22,225.00.

Mayor Johnson stated that he thought that Council had already approved the funding of the street clock from the Fund Balance, but that it was not done officially.

Mrs. Prince stated that the clock was not listed in the budget as one of the items to be taken out of the fund balance.

Mrs. Rhodes stated that the funds can be transferred from the CDBG line item and from the funds that would remain after the streetscaping project is completed.

There being no further discussion, all favored the motion.

XIII. New Business:

A. Resolution for Submission of Application to Main Street SC.

Mayor Johnson stated that the application to Main Street SC is part of the downtown revitalization plan. Mayor Johnson thanked Mrs. Land, Mrs. Adger and everyone for their hard work.

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

B. Discussion of a replacement on the Manning Planning Commission Board.

Mayor Johnson stated that Mr. Justice Dingle, who had done an outstanding job as a member of the Manning Planning Commission, had resigned because of a job promotion and relocation. Mayor Johnson stated that enclosed in Council's packet was Mr. Dingle's letter of resignation.

Next, Mayor Johnson stated that once a vacancy occurs, the alternate would move up as a full member of the Board. Mayor Johnson asked Mrs. Jane Powell if she would be willing to serve as a full member of the Manning Planning Commission. Mrs. Powell stated that she would be willing to serve. Council agreed to allow Mrs. Powell to serve as a full member of the Manning Planning Commission.

Mayor Johnson asked Council to bring a recommendation to the next Council meeting to fill the vacancy of an Alternate on the Manning Planning Commission.

XIV. Councilmembers' Comments:

Mayor Johnson

Mayor Johnson stated that the candy distributed to Council was in honor of the Lion's

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Club Candy Day. Mayor Johnson stated that contributions made to the Lion's Club go towards helping youth throughout the community and the nation.

Councilmember Witherspoon

Councilmember Witherspoon thanked Chief Garrett and the Manning Police Department for the good job in deterring crime and the recent drug bust on West Huggins Street. Councilmember Witherspoon also thanked the County and the State of South Carolina for their assistance with the drug bust.

Mayor Johnson

Mayor Johnson also thanked Chief Garrett and the Manning Police Department on behalf of the city for the fine job with the successful drug bust.

In addition, Mayor Johnson stated that Mrs. Ann August, Director of RTA, thanked Council for the donation of \$2,500.00 given to their organization.

XV. Executive Session:

- 1) Police Department: Contractual Matter**
- 2) Public Works Department: Contractual Matter concerning Lake Marion Regional Water Agency**

Contractual Matter concerning a Franchise Agreement with Clarendon County to serve the Town of Paxville.

A **motion** was made by Mayor Pro-tem Gordon and was seconded by Councilmember Welle to enter into Executive Session to discuss a contractual matter in the Police Department, a contractual matter in the Public Works Department relating to Lake Marion Regional Water Authority and a contractual matter concerning the franchise agreement to serve the Town of Paxville. There was no discussion. All favored the motion.

Following Executive Session, the following action was taken:

A **motion** was made by Councilmember Welle and was seconded by Councilmember Georgia not to enter into a contract with the Lake Marion Regional Water Authority. There was no discussion. All favored the motion.

A **motion** was made by Councilmember Witherspoon and was seconded by Councilmember Pack to pursue the franchise agreement with the county to serve the area

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of Highway 261 down to the Town of Paxville. There was no discussion. All favored the motion.

XVI. Adjournment:

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

Time: 7:50 p.m.

Respectfully submitted,

Daun Davis
Administrative Services Coordinator/Clerk