

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

Monday, July 19, 2010
6:30 p.m.

Council Chambers
Manning City Hall

Members Present:

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

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

News Media: Konstantine Vengerowsky, *Clarendon Citizen*.
Daniel Lackey, *The Manning Times*.

Others: Officers of the City of Manning Police Department
Master Trevon Andrews, student, Manning Junior
High School and a mentee of Mayor Johnson.

II. Invocation: Mayor Pro-tem Ervin L. Davis, Sr.

III. Pledge: Councilmember Gregory Witherspoon.

IV. Approval of Agenda:

Mayor Johnson asked Council's permission to amend the agenda to include an Executive Session to discuss a personnel matter.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Georgia to amend the agenda to add an Executive Session. There was no discussion. All favored the motion.

Next, Mayor Johnson asked Council to grant Chief Blair Shaffer the floor to introduce the members of the City of Manning Police Department.

Chief Shaffer stated that it was suggested that the officers of the Police Department attend a Council Meeting to become familiar with members of Council. Chief Shaffer introduced the Officers and Reserve Officers. Next, Chief Shaffer distributed to Council

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information on crime statistics for the City of Manning from the previous four years. The report showed that reported crimes from 2008-2010 had decreased by 7.49% due to the dedication of the officers to their profession. For that time period the total calls for service had increased from 4,276 to 5,344. In addition, Chief Shaffer reviewed the report of specific crimes and noted that there had been a big increase in DUI arrests and that traffic enforcement had increased. Chief Shaffer noted that due to the hard work of the officers, Manning is a safe place to live.

Mayor Johnson stated that on behalf of City Council and the citizens of Manning, he appreciates the officers and all that the Police Department does for the city. In addition, Mayor Johnson stated that Council would continue to work hard to make sure that Chief Shaffer's Department gets the tools needed to get the job done. Mayor Johnson also stated that Council's doors are always open for any concerns the officers may have and asked that they follow the chain of command.

Mrs. Rhodes stated that she appreciates all that the Police Department does, especially with the limited resources at hand.

Mayor Pro-tem Davis stated that he was glad to meet and get acquainted with the members of the Police Department, thanked them for attending the meeting and stated that he appreciates all that they do.

Councilmember Welle also expressed her thanks to the officers for putting their life on the line to protect the citizens of Manning.

V. Minutes:

Minutes of the Regular Meeting of City Council, June 21, 2010.

Minutes of a Special Called Meeting of City Council, June 29, 2010.

A **motion** was made by Councilmember Gordon and was seconded by Councilmember Georgia to approve the minutes of the Regular Meeting of City Council, June 21, 2010 and the minutes of a Special Called Meeting of City Council, June 29, 2010. There was no discussion. All favored the motion.

VI. Citizens' Comments: None.

VII. Committee Reports: None.

VIII. Mayor's Report: Included in Council's packet as information. Mayor Johnson noted that the Municipal Association's Annual Meeting, held in Charleston, SC, was a good meeting. In addition, Mayor Johnson thanked Council for attending the Annual Meeting and noted that he appreciates the working relationship that they share.

IX. Public Hearing:

- 1) **A proposed amendment to the zoning ordinance to re-zone property located on Durant Street, Tax Map # 187-02-04-018-00, owned by James E. Kindell, from Residential-6 (RS-6) to General Commercial (GC).**

Mayor Johnson stated that the Planning Commission had met and recommended that Council approve the re-zoning request. Next, Mayor Johnson opened the Public Hearing and asked those in favor of or against the proposed amendment to the zoning ordinance to come forward to sign the sign-in sheet provided. No one came forward and Mayor Johnson brought the Public Hearing to a close.

- X. Finance Director's Report:** Mayor Johnson stated that the Finance Report was not included in Council's packet due to year end close out and that it would be distributed at a later date.

XI. Administrator's Report:

- 1) **Phase V and VI Enhancement Project-** Mrs. Rhodes stated that she had traveled to Columbia, SC to the offices of the SC Department of Transportation to pick up a check in the amount of \$134,638 representing the city's final reimbursement for Phases V and VI. The projects are now closed and the funds received are to be applied to the fiscal year ending June 30, 2010.
- 2) **Paxville Waterline Project-** A meeting will be held at Mt. Zero Baptist Church on Tuesday, July 20, 2010 at 6:00 p.m. so that citizens could sign user agreements for water service. Council is encouraged to attend the meeting.
- 3) **Main Street Manning-** The Merchants Roundtable meeting will be held on Tuesday, July 20, 2010, at 8:00 a.m., Clarendon Grill. The speaker will be Mr. Walter Dunlap of Santee-Lynches Regional Council of Governments. Topics to be discussed will be revolving loan funds and funding sources for small businesses.
- 4) **Lettering for the Billie S. Fleming Protective Services Building-** New lettering will be installed on the building by July 24th.
- 5) **Letter of Appreciation-** A copy of a letter from Dr. Ridgeway was distributed to Council. The letter expressed appreciation to the City of Manning Fire Department and the Clarendon County Fire Department for all that they do and for all their help in containing an electrical fire that occurred at his residence.
- 6) **Safety Energy Grant-** Mrs. Rhodes distributed to Council a list of bids received for the Energy Efficiency Community Block Grant. Bids were opened July 19th, at 2:00 p.m. and four bids were received. At this time, Mayor Johnson asked Mrs. Rhodes to state what improvements were included the grant. Mrs. Rhodes noted the following improvements:
 - 1) New HVAC system
 - 2) All new energy efficient lights
 - 3) A new refrigerator, dishwasher and freezer

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Mrs. Rhodes stated that the amount of the grant was \$20,804 and the apparent low bidder for a new HVAC system and lighting was MDJ Electric with a bid of \$17,547.18. Mrs. Rhodes asked Council for approval to issue a notice of award to MDJ Electric.

A **motion** was made by Councilmember Pack and was seconded by Councilmember Gordon to award the contract to the apparent low bidder, MDJ Electric of Olanta, SC for \$17,547.18. There was no discussion. All favored the motion.

Following, Mrs. Rhodes stated that if there are any remaining funds remaining under the grant, the city would be allowed to go back to the State Energy Office and request additional efficiency appliances. Mrs. Rhodes stated that the grant would help reduce energy costs at the Public Safety Building by approximately \$5,700.00 yearly. Next, Mrs. Rhodes thanked Santee-Lynches for their help. Mayor Johnson stated that the city contributes to the budget of Santee-Lynches and noted that they are a good resource for information.

- 7) **Breedin Park/Gibbons Street Park-** Mrs. Rhodes stated that she had contacted Hybrid Engineering to see if their company prepares plans for recreation parks and was given an estimate of \$5,275. Mrs. Rhodes stated that there would be enough money in the recreation line item to pay for the service. In addition, Mrs. Rhodes stated that should any vandalism occur at any existing parks, funds would have to be moved within that department or additional funds may be needed to cover those costs. Mrs. Rhodes asked Council how they would like to proceed. Mayor Johnson asked if this would be something needing to be bid out. Mrs. Rhodes stated that it would fall under professional services. Mrs. Rhodes stated that she would check on the correct procedure.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Gordon to authorize the Administrator to enter into a contract with Hybrid Engineering, Inc. to prepare plans for the Breedin Park in the amount of \$5,275.00. In discussion, Mayor Johnson asked Mrs. Rhodes to check to make sure that the procurement procedures are followed. There was no further discussion. All favored the motion.

Next, Mrs. Rhodes distributed to the Finance Committee the bids received for audit proposals and asked that they complete the rating and ranking form included in their packet. Mrs. Rhodes stated that the committee would meet in the next couple of weeks and bring to Council their recommendation so that the Audit could begin and be completed in a timely manner.

Mayor Johnson recommended that the committee look at the four different criteria that the firms would be judged on, review each bid independently and complete and turn in their forms by July 26th. A committee meeting would be held to review the rankings and a recommendation brought to Council at their next meeting.

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The committee agreed with Mayor Johnson's recommendation. Mayor Johnson stated that the Administrator and Finance Director would also be ranking and scoring the firms.

XII. Old Business:

A. Ordinance No. 2010-04 (Second Reading). An Ordinance Authorizing the lease of property owned by The City of Manning.

Mayor Johnson stated that the property to be leased was the old City Hall building. Mayor Johnson stated that someone was interested in leasing the building and noted that negotiations are on-going and that the lease would need approval.

A **motion** was made by Councilmember Pack and was seconded by Councilmember Witherspoon to approve the ordinance for second reading. In discussion, Mrs. Rhodes stated that the changes requested by Council have been made and a new lease was ready to be signed. In addition, Mrs. Rhodes stated that the Lessor has to notify the city of any improvements to be made. Mayor Johnson stated that he thought that the city would want the Lessor to be responsible for the upkeep of the grounds.

Mrs. Rhodes stated that the change had been made to require the Lessor to maintain the grounds. Next, Mrs. Rhodes read the list of improvements: paint interior wall and trim; install sheet rock in wall in front of the window on the lobby; install a sound-proof partition wall to separate the Council Chambers into two rooms; remove existing phone system with a new Mitel phone system; upgrade cables for computers; replace floor covering in the Administrator's Office, Finance Office and Council Chambers. There was no further discussion. All favored the motion.

B. Zoning Ordinance No. 2010-02M (Second Reading). An ordinance to re-zone property located on Durant Street, Tax Map No. 187-02-04-018-00, owned by James E. Kindell, from Residential-6 (RS-6) to General Commercial (GC).

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

XIII. New Business:

A. Ordinance No. 2010-05 (First Reading). An Ordinance to annex a portion of property, County Tax Map No. 168-15-01-003-00, owned by John A. Smith and Barbara J. Smith, located off Sylvan Drive Pursuant to Section 5-3-110, Code of Laws of South Carolina (1976 as amended).

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A **motion** was made by Councilmember Welle and was seconded by Councilmember Georgia to approve the ordinance for first reading. In discussion, Mrs. Rhodes stated the property is residential property and the owner wanted to consolidate his property so that the entire parcel is located in the city limits. Mayor Johnson asked if the Planning Commission would have to review the annexation request. Mrs. Rhodes stated that the annexation request does not have to go before the Planning Commission for approval. Mrs. Rhodes stated that the Planning Commission would review the zoning of the property and make a recommendation to Council on the zoning. There was no further discussion. All favored the motion.

B. Zoning Ordinance No. 2010-03M- (First Reading). An Ordinance to re-zone property located on South Boundary Street, Tax Map No. 169-13-09-006-00, owned by Bagnal Enterprises, LLC from General Residential (GR-1) to General Commercial (GC).

A **motion** was made by Councilmember Witherspoon and was seconded by Councilmember Gordon to approve the zoning ordinance for first reading. In discussion, Mrs. Rhodes stated that the Planning Commission was scheduled to meet to review the re-zoning request, but did not have a quorum and that the meeting would be re-scheduled. In addition, Mrs. Rhodes stated that a public hearing would have to be held before second reading. Mayor Johnson asked what would be the proposed use of the property. Mrs. Rhodes stated that the proposed use would be an office building with a storage shed attached. There was no further discussion. All favored the motion.

C. Approval of Award for Auditing Services.

This item was discussed in the Administrator's Report.

D. Discussion of Council Appointments to Boards.

Municipal Grievance Committee
Paulette Young

Term Expiring June 30, 2010

Mayor Johnson stated that Mrs. Young's term expired June 30, 2010 and that she had retired effective June 30, 2010. Mrs. Rhodes stated that Chief Shaffer has nominated Mr. Eric Rosdail to replace Mrs. Young on the Grievance Committee. Mayor Johnson asked if there were any other nominations. Mayor Johnson asked the question again. There were no other nominations. Mayor Johnson brought the nominations to a close.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Gordon to appoint Mr. Eric Rosdail to the Municipal Grievance Committee. There was no discussion. All favored the motion.

XIV. Councilmembers' Comments

Councilmember Welle

Councilmember Welle thanked the Mayor for the way he represented the City of Manning at the Municipal Association's Annual Meeting. Councilmember Welle stated that Mayor Johnson is the President of the Municipal Association and noted that it was an honor for the City of Manning to be represented so well.

Councilmember Gordon

Councilmember Gordon also thanked Mayor Johnson for conducting the meetings at the Annual Meeting.

Next, Councilmember Gordon asked Mrs. Rhodes if a fence could be put back up at the basketball court at the Memorial Street Park. In addition, Councilmember Gordon stated that the stone border around the park posed a safety issue and asked if the borders were complete. Mrs. Rhodes stated that SCDOT requires the brick to be done that way if a sidewalk is to be placed in that area, but that she would look to see what could be done.

Councilmember Welle

Councilmember Welle thanked Mrs. Mary Adger and Mrs. Rhodes for the Municipal Achievement Awards for Main Street Manning. Councilmember Welle also congratulated Ms. Carrie Trebil. Mayor Johnson stated the Council was proud to win two out of 4 awards in that particular category. Mayor Johnson stated that Council appreciates all that Main Street Manning is doing and expressed appreciation to Mrs. Mary Adger, Ms. Carrie Trebil, Mrs. Marie Land, Mr. Black and all those involved.

Mayor Pro-tem Davis

Mayor Pro-tem Davis stated that during the past weekend he had a chance to talk to other members of Council concerning recreation and the future of recreation. Mayor Pro-tem Davis stated that he would postpone comments on this subject until the next Council Meeting when he would have additional information.

Mayor Johnson encouraged the Recreation Committee to meet.

XV. Executive Session:

1) Fire Department: Personnel Matter.

A **motion** was made by Mayor Pro-tem Davis and was seconded by Councilmember Georgia to enter into Executive Session to discuss a personnel matter in the Fire Department. There was no discussion. All favored the motion.

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Time: 7:27 p.m.

A **motion** was made by Councilmember Gordon and was seconded by Councilmember Welle to come out of Executive Session. There was no discussion. All favored the motion.

Time: 8:40 p.m.

Following Executive Session, no action was taken.

XVI. Adjournment:

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

Time: 8:41 p.m.

Respectfully submitted,

Daun Davis
Administrative Services Coordinator/Clerk