

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

Monday, September 20, 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: Daniel Lackey, *The Manning Times*.  
Chuck Waters, *Clarendon Citizen*.

Others: Larry Williamson, Manning Zoning Board of Appeals.

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

**III. Pledge:** Councilmember Gregory Witherspoon.

**IV. Approval of Agenda:**

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

**V. Minutes:**

**Minutes of the Regular Meeting of City Council, August 16, 2010.**

A **motion** was made by Councilmember Welle and was seconded by Councilmember Pack to approve the minutes as presented. In discussion, Councilmember Georgia asked that a correction be made on page 6, the first paragraph and the last sentence, to correct the word "two" to the word "to". There was no further discussion or corrections. 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 Judge James Dingle was recently hospitalized and was recovering at home and doing well.

IX. **Public Presentation:**

1) **Plaques- Service Awards.....Mayor Kevin Johnson**

Mayor Johnson stated that, on behalf of City Council, he was pleased to present service awards to the city's recent retirees. The awards were presented as follows:

*-Mrs. C. Paulette Young-* Mayor Johnson recognized Mrs. Young for thirteen years of service at the Police Department. Mayor Johnson stated that Mrs. Young was not able to attend the meeting due to a family emergency and that the award would be presented to her at the next Council meeting.

*-Mr. Kenneth C. Justice-* Mayor Johnson recognized Mr. Justice for eighteen years of service at the Fire Department. Mr. Justice stated that with a combination of his volunteer service at the Fire Department, he had worked a total of twenty-eight years.

*-Mr. Johnny M. Adger-* Mayor Johnson recognized Mr. Adger for ten years of service at the Police Department.

Mayor Johnson thanked each retiree for their hard work and dedication through the years and wished them the best in the years to come.

2) **Tree City USA .....Tree City Award.....Lois Edwards,  
SC Urban Forestry Commission**

Mayor Johnson thanked Mrs. Edwards for attending the meeting and for working with the City of Manning through the years. Then Mayor Johnson yielded the floor to Mrs. Edwards.

Mrs. Edwards stated that it was a pleasure to be able to attend the meeting. Mrs. Edwards stated that on behalf of the National Arbor Day Foundation and the SC Forestry Commission, she was pleased to present the City of Manning with the Tree City USA Award for the tenth year. Mrs. Edwards stated that the city has practiced good urban forestry and management of the trees and urban forest in the city. In addition, Mrs. Edwards recognized Mr. Woody Haynes for working with the city to establish a Tree City USA program. Mrs. Edwards stated that in order to be a Tree City USA, the following criteria must be met:

**Page 3. Minutes of a Regular Meeting of Manning City Council, September 20, 2010.**

- A Tree Board must be established.
- The city must adopt a Tree Ordinance.
- A Community Forestry Program must be established with an annual budget at least \$2.00 per capita.
- A city must have an Arbor Day Observance and Proclamation.

Next, Mrs. Edwards presented Council with the Tree City USA flag, a plaque and signs to display on the right-of-way. Then, Mayor Johnson asked Mr. Larry Williamson, a member of the City of Manning Tree and Beautification Board to accept the awards on the city’s behalf. Mrs. Edwards thanked Council for their support and financial commitment to the program.

Mayor Johnson thanked the Tree and Beautification Board, the Administrator and staff for their work and for recognizing the importance of the Tree City USA Program.

- X. Finance Director’s Report:** Mrs. Prince stated that the finance report was included in Council’s packet and asked if there were any questions. There were none. Mrs. Prince stated that Councilmember Georgia had questions after receiving her packet and that most of her questions had been answered with the exception of one which will need Mrs. Davis’ input before it can be answered.

**August 2010**

<b>Total Unrestricted GF</b>	<b>\$ 1.5 million</b>
<b>Total Restricted GF</b>	<b>\$ 123,685.00</b>
<b>Interest Earned GF</b>	<b>\$ 1,504.00</b>
<b>Total Unrestricted UF</b>	<b>\$ 537,372.00</b>
<b>Total Restricted/Reserve UF</b>	<b>\$ 1.1 million</b>
<b>Interest Earned UF</b>	<b>401.00</b>
<b>Total Special Fund</b>	<b>\$ 64,813.00</b>

We are 2 months into the budget year and are up-to-date with accounts payables.

**REVENUE**

	<u><b>Current</b></u>	<u><b>Percent Collected</b></u>
<b>YTD GF Revenue</b>	<b>\$ 193,082</b>	<b>5%</b>
<b>YTD UF Revenue</b>	<b>\$ 470,479</b>	<b>23%</b>

**EXPENDITURES**

**General Fund**

			<b><u>Percent Remaining</u></b>
<b>YTD GF</b>		<b>\$508,680.00</b>	<b>86%</b>

**Capital Project**

<b>YTD Spent</b>	<b>\$ 4,538.00</b>
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**Utility Fund**

		<b><u>Percent Remaining</u></b>
<b>YTD Spent</b>	<b>\$ 256,689.00</b>	<b>88%</b>

Next, Mrs. Prince noted the following:

- No property taxes have been collected.
- YTD Fines are at 24%.
- Fixed Services are at 16%.
- Collected 4,064 in penalties.
- Serviced 2,935 water customers.
- Serviced 2,220 sewer customers.
- Delinquent Accounts as of August, 2010 are 540 of which 59 accounts are commercial accounts.

Mayor Johnson asked , if the Highway 521/Wastewater Extension amount of \$100,000, listed on page 11, was from a grant. Mrs. Prince stated it was the monies received for the grant. Mrs. Rhodes stated that Council secured the grant a few years ago and the monies were received to purchase materials for the project. There were no further questions.

**XI. Administrator's Report:**

- 1) **Paxville Waterline Project-** A deadline of October 15, 2010 has been set. Over 100 customers have signed up for the service and the focus will now be on the property owners in the area that have not signed up.

**Page 5. Minutes of a Regular Meeting of Manning City Council, September 20, 2010.**

- 2) **CDBG Manning Village Renaissance-** Progress has begun to install the bases for the light poles. CNA Construction has begun clearing the way for the new sidewalks on Depot Street. The project must be completed and closed out by November 22, 2010.
- 3) **Fire Department-** Chief McElveen had submitted a grant application for a FEMA Fire Grant to fund two firemen for two years.
- 4) **Chamber of Commerce Promotion-** “Stash Your Trash” Week will be September 27- October 1<sup>st</sup>. The Chamber will be working with the youth in the school districts to encourage them not to litter.
- 5) **MASC Regional Advocacy Meeting-** The meeting would be held at Manning City Hall on October 21, 2010. Mrs. Rhodes encouraged Council to attend the meeting.
- 6) **City Hall Dedication-** Mrs. Rhodes distributed to Council an agenda for the dedication that would be held September 21<sup>st</sup>. The Ribbon Cutting would begin at 5:30 p.m. followed by the Dedication at 6 p.m and the Main Street Manning Awards Ceremony at 7 p.m.

Mayor Johnson stated that a lot of work had been done to prepare for the event and thanked everyone for what they have done.

Next, Mayor Johnson stated that the Municipal Association would be hosting the Regional Advocacy Meeting that will be held at Manning City Hall and asked Council to be in attendance to greet those attending the meeting.

Mrs. Rhodes thanked Ms. Jenny Lee for her help in working with the contractors for the preparation of City Hall before the grand opening. In addition, Mrs. Rhodes stated that City Hall would close at 1 p.m. on September 21<sup>st</sup> to prepare for the grand opening and that the street on N. Mill Street by City Hall will close at 3 p.m.

**XII. New Business:**

**A. A Resolution Adopting a Safety Policy for the City of Manning.**

Mayor Johnson read the resolution. Mrs. Rhodes stated that this is a resolution that is passed every year as a requirement for the City’s insurance carrier.

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

**B. A Resolution Approving the disposal of a 1979 Ford Truck and donation to Clarendon Memorial Hospital.**

Mayor Johnson stated that Clarendon Memorial Hospital requested the truck be donated to the hospital for their use at the hospital. A **motion** was made by Mayor Pro-tem Davis and was seconded by Councilmember Gordon to approve the resolution. In discussion, Mrs. Rhodes stated that the equipment was used by the Fire Department and is not working and worth less than \$5,000.00. In addition, Mrs.

**Page 6. Minutes of a Regular Meeting of Manning City Council, September 20, 2010.**

Rhodes stated that since the value is less than \$5,000, Council could authorize the disposal of the property. Mrs. Rhodes stated that the hospital could use it as an emergency response vehicle on site. There was no further discussion. All favored the motion.

**C. A Resolution authorizing the Mayor, and/or, His Designee, the City Administrator to enter into an agreement amending the contract with Waste Management.**

Mrs. Rhodes distributed to Council a copy of the first amendment to the agreement. Then, Mrs. Rhodes stated that Attorney Johnson and the Public Works Director have reviewed the agreement which clarifies how the city handles commercial waste services. Next, Mrs. Rhodes stated that currently, each commercial customer gets trash picked up once a week. The amended agreement states that commercial pick-ups more than once-a-week would be paid for by the customer directly to Waste Management. A **motion** was made by Mayor Pro-tem Davis and was seconded by Councilmember Pack to approve the resolution as presented. There was no discussion. All favored the motion.

**D. Approval for a budget transfer within the Administration Department.**

Mrs. Rhodes stated that during the last Council Meeting, she inadvertently did not request a transfer of \$2,955.00 from the Administration Computer Hardware line item to the Administration Service Contract Software line item and asked for Council's permission to make the budget transfer. A **motion** was made by Councilmember Welle and was seconded by Councilmember Pack to approve the budget transfer of \$2,955.00 from the Administration Computer Hardware line item to the Administration Service Contract Software line item. In discussion, Mrs. Rhodes stated that the transfer covers the cost of the CSI Maintenance Software invoice that is received once a year. There was no further discussion. All favored the motion.

**E. Discussion of Funding for the Breedin Park.**

Mayor Johnson stated that it is Council's desire to have a city park located in each Council District and that the next park to be developed would be located in Councilmember Welle's District. In addition, Mayor Johnson stated that land was donated and the project would be a partnership between the City of Manning and the Jaycees. Next, Mayor Johnson noted that information on the development of the park was included with Council's packet and asked Mrs. Rhodes for highlights.

Mrs. Rhodes stated that the Committee had met with the city's engineers to come up with a phasing plan for the park that would be developed over several years. Mrs. Rhodes asked Council to approve Phase 1 of the plan that the engineers estimated would cost approximately \$55,000 or less. Next, Mrs. Rhodes stated that the Committee would like to request that Council contribute up to \$40,000 with additional funding coming from donations, sponsorships or in-kind services. Then, Mrs. Rhodes

**Page 7. Minutes of a Regular Meeting of Manning City Council, September 20, 2010.**

stated that the first phase would consist of grading the property, cleaning and clearing the baseball field, putting a fence around the property and a privacy fence in the rear that adjoins residential housing.

Mrs. Rhodes stated that the Jaycees purchased the property, had it re-surveyed, paid the attorneys fees and turned over ownership of the property to the City. Following, Mrs. Rhodes stated that the city's health insurance premium would not be as high as anticipated, that the city would have a surplus of over \$100,000 surplus and proposed using \$40,000 from that surplus to fund Phase 1. In addition, Mrs. Rhodes stated that the other option would be to use fund balance.

Councilmember Welle stated that she had presented the plans to the Evening Primrose Garden Club and they have agreed to donate the trees for the park. Councilmember Welle also stated that a representative of the Garden Club will take the request back to the Council of Garden Clubs for additional trees and possible sponsorship of signage. Councilmember Welle stated that other sponsors may come forward for grading and landscaping services which would drive the cost down significantly.

Mrs. Rhodes stated that she anticipates the Jaycees would be willing to purchase some of the play equipment after the first phase had been completed. Councilmember Welle stated that the park would also serve the needs of a number of children and families in the area. Councilmember Welle also stated that there will be naming opportunities available in the latter phases. Mayor Johnson stated that he would recommend that Council use a portion of the windfall from the health insurance for Phase I rather than using fund balance.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Gordon to allocate up to \$40,000 from the health insurance surplus for Phase 1 of the Breedin Park. In discussion, Councilmember Georgia asked how many restrooms are allocated for the park. Mrs. Rhodes stated that the number of restrooms have not been determined at this time and will be addressed in the fourth phase. Mayor Johnson stated that there have been issues with the restrooms at the Rex Josey Park and stated that, to be fair to all the parks, Council would have to discuss how to proceed. Councilmember Georgia noted that the costs of the benches were listed twice in the plans. Mrs. Rhodes stated that benches would be placed around both sets of the playground equipment for the adults. Councilmember Welle noted that Councilmember Pack also serves on the committee and had contacted the Vocational School concerning signage. There was no further discussion. All favored the motion.

**XIII. Councilmembers' Comments:**

**Councilmember Pack**

Councilmember Pack noted that the Bellewood Neighborhood Crime Watch Committee

**Page 8. Minutes of a Regular Meeting of Manning City Council, September 20, 2010.**

would have a Neighborhood Yard Sale, October 2, 2010 from 7:30 am to 12:00 p.m. on West Huggins Street.

**Mayor Pro-tem Davis**

Mayor Pro-tem Davis stated that the Mayor has taken a lot of his time through the years to recognize people for different things and for different reasons one of them being for the benefit of future generations. Next, Mayor Pro-tem Davis commented on a letter of thanks that was included in the Mayor's Report thanking him for being a Mentor to Trevon Andrews. Mayor Pro-tem Davis thanked the Mayor for taking the time out of his schedule to work with young people in the community. Mayor Johnson thanked Mayor Pro-tem Davis for his comments and stated that he enjoys working with Master Andrews and expects to see and hear great things about him.

**Mayor Johnson**

Mayor Johnson stated that Dancing With the Stars is over and that he enjoyed helping to raise money for two good causes. Next, Mayor Johnson stated that a letter of thanks was included in Council's packet and asked Mrs. Rhodes to comment.

Mrs. Rhodes stated that the city had received an email from a customer, who was physically unable to bring in her water payment, thanking the city for the capability to make payments on-line. Mrs. Rhodes stated that the number of people paying online is steadily increasing.

**XIV. Executive Session:**

- 1) Administration Department: Personnel Matter in the Finance Department concerning salaries.
- 2) Utility Department: Personnel Matter concerning salaries.  
Contractual matter to discuss an agreement for water and sewer services with Clarendon County.

A **motion** was made by Councilmember Gordon and was seconded by Councilmember Georgia to enter into Executive Session to discuss a personnel matter in the Finance Department concerning salaries, a personnel matter in the Utility Department concerning salaries and a contractual matter to discuss an agreement for water and sewer services with Clarendon County. There was no discussion. All favored the motion.

Time: 7:20 p.m.

**Page 9. Minutes of a Regular Meeting of Manning City Council, September 20, 2010.**

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

Time: 8:50 p.m.

The following action was taken:

A **motion** was made by Councilmember Pack and was seconded by Councilmember Gordon to authorize the Administrator to give salary increases to two employees in the Finance Department and to two employees in the Utility Department. There was no discussion. All favored the motion.

A **motion** was made by Councilmember Georgia and was seconded by Mayor Pro-tem Davis to table the renewal agreement for the operation and maintenance of the Wyboo System owned by Clarendon County until the next scheduled meeting. There was no discussion. All favored the motion.

A **motion** was made by Councilmember Pack and was seconded by Councilmember Georgia to approve the agreement request from Clarendon County to purchase water on a bulk basis and to pay the asspcoated impact fee on a quarterly basis. There was no discussion. All favored the motion.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Gordon to approve an agreement with Clarendon County to purchase bulk water from the City of Manning at a rate of \$1.33 per 1,000 gallons. In discussion, Mayor Johnson asked that the motion include the authorization for the Mayor or His Designee, the City Administrator to sign the agreement on behalf of the City of Manning. There was no further discussion. All favored the motion.

**XV. 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: 8:53 p.m.

**Respectfully submitted,**

Daun Davis  
Administrative Services Coordinator/Clerk