

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

Tuesday, January 19, 2016
6:30 p.m.

Council Chambers
Manning City Hall

Council Present:

Mayor Nelson
Mayor Pro-tem Davis
Councilmember Georgia
Councilmember Gordon
Councilmember Pack
Councilmember Welle

I. Welcome/Introductory Remarks: Mayor Nelson welcomed all present.

News Media present: *Konstatin Vengerowsky, The Item.*

II. Invocation: Pastor Cheryl Graham, Fresh Fire Christian Life Center, Manning, SC.

III. Pledge: Councilmember Sherry A. Welle.

IV. Approval of Agenda:

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

V. Minutes:

Minutes of the Regular Meeting of City Council, December 21, 2015.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Gordon to approve the minutes of a Regular Meeting of City Council for December 21, 2015. There was no discussion. All favored the motion.

VI. Citizens' Comment: None.

VII. Committee Reports: None.

VIII. Public Hearing:

A proposed amendment to the zoning ordinance to re-zone vacant properties located on the east and west side of 2155 Paxville Hwy., Tax Map # 169-07-00-002-00 and Tax Map # 169-07-00-001-00, owned by Clarendon County School District 2, from Office Commercial (OC) to General Commercial (GC).

Mayor Nelson opened the Public Hearing and asked those in favor and or against the proposed amendment to complete the sign-in sheet.

Mrs. Marie Gibbons, Senior Executive Director for Instruction-Clarendon School District 2

Mrs. Gibbons thanked Council for allowing her to make the presentation. Mrs. Gibbons stated that Clarendon School District 2 would like to have their property re-zoned to allow some billboards to be placed on the property to promote student achievements. Mrs. Gibbons stated that this type of advertising has become very popular with the students and parents. In addition, Mrs. Gibbons stated that they have worked with Adams Outdoor Advertising before to place advertisements on billboards in the city; however, securing a space has become increasingly difficult. The amendment would allow the School District to partner with Adams Outdoor Advertising to put up billboards on their own property and, in lieu of Adams Outdoor paying the School District a lease, the School District would be guaranteed some spots on the billboards.

Mayor Nelson stated that she has been in correspondence with Mrs. Gibbons and with Councilmember Welle and that she had expressed to them her concerns with billboards being so close to a school and what it may contain in the future. Further, Mayor Nelson stated that she asked that a letter be drafted containing the limitations of what would not be permitted as advertisements, such as alcohol sales, tobacco sales, gambling and adult entertainment. Mayor Nelson stated that Mrs. Gibbons has provided such letter signed by Mr. Tindal, Superintendent of Clarendon School District 2. Mr. Glen Willis of Adams Outdoor Advertising stated that the company’s policy is not to do any of those types of advertising that Mayor Nelson stated. Mayor Nelson stated that the letter would serve as a safeguard in the future to protect the best interest of Manning.

Next, Mayor Pro-tem Davis asked if Adams Outdoor would own the billboard and the School would only own the property. Mrs. Gibbons stated that he was correct. The billboard would be a double sided billboard in which the school would be able to advertise on one side, and other side would be open for advertising. Councilmember Pack asked what type of billboard would be erected. Mr. Willis stated that they would be monopole billboards and that the height would be within the height restrictions stated within the sign ordinance. Mayor Nelson thanked them for coming.

IX. Public Presentation:

- 1) Service Award.....Mayor Julia Nelson

Mr. Levy Young.....Manning Zoning Board of Adjustment and Appeals

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Mayor Nelson presented Mr. Young with a plaque recognizing him for his service on the Zoning Board of Adjustment and Appeals and thanked him for over 19 years of service to the city.

X. Finance Director's Report:

Mrs. Prince stated that we have completed 50% of our budget year and that our taxes are only at 30% collected but continues to come in. Next, Mrs. Prince reported the following:

Finance Report for month ending December, 2015

REVENUES

Type of Fund	Percent Collected
General Fund	30% property taxes beginning to come in
Utility Fund	76%

EXPENDITURES

Type of Fund	Percent Spent
General Fund	44 %
Utility Fund	48%

Bank Balances and Notes Payables Balances

General Fund Unrestricted	Balances
Checking (A/R, A/P, Payroll, Cemetery)	\$ 2.8 million
Interest Earned (A/R, A/P, Payroll, Cemetery)	\$ 2,500
General Fund Reserve	
Police, Juror, Drug, Equitable, Fire, Farmers Market, Reserve	\$ 145,000
Fire Station Extension CD	\$ 50,000
Utility Fund Unrestricted	
Checking (A/R & A/P)	\$ 1.8 million
Interest Earned	\$ 1,300
Utility Fund Restricted Account CD's	\$ 2.1 million
Utility Fund Notes Payables Balance	\$ 12 million

Special Fund Reserve	
Checking (Victim’s Right, CDBG)	\$ 101,000

Mrs. Prince asked if there were any questions from Council. There were none. Mayor Nelson stated that her report would be taken as information.

XI. Mayor’s Report: Mayor Nelson stated that there will be no report.

XII. Administrator’s Report:

- 1) Huggins Street Project- Bidding will be held on February 11th .
- 2) Fleming Neighborhood Project- Bidding will be held on a portion of the project on February 23rd, which calls for demolishing 6 homes that did not contain asbestos. Once the asbestos testing has been completed for the remaining homes, they will be let for bid.
- 3) WWTP Phase II Project- A progress meeting with USDA is scheduled for January 21st. The project is progressing nicely.
- 4) Keitt Street Tank Renovation - The cold weather and rain has delayed this project.
- 5) Refinancing the 1994 Water and Sewer Bonds- Bid documents have been sent out to banks and bids will be received on January 27th. This refinancing will save the city approximately \$1 million over the life of the bonds.
- 6) Municipal Association 2016 Achievement Awards- The Municipal Association is currently accepting submissions for this award. The city won the award a couple years ago for the Gibbons Street Park. Last year, the city submitted the Palmetto Patriots Initiative but was unsuccessful. Information on these awards can be found on the Municipal Association’s website. Mr. Tanner stated that the city is looking at submitting an application for the Inspiration Award for the new construction of the Fire Station.
- 7) Council Retreat- Mr. Tanner stated that he has tentatively scheduled the retreat for the weekend of March 18-20th at Wampee, SC. More information will follow later.

Following, Mr. Tanner stated that several department updates will follow.

Police Department Update.....Chief Blair Shaffer

Chief Shaffer stated that he would present the 2015 Crime Statistics. The FBI collects data on law enforcement agencies across the state to compile a report of the crime statistics. The categories are divided into two areas: violent crimes and property crimes. Chief Shaffer reported that the City had a 4 ½% decrease in those crimes in 2015 compared to 2014. Also, the overall crime rate decreased 15 ½% over the past three years, which was well above average.

Chief Shaffer thanked Mayor Nelson, Council, the Administrator, and Officers for their support. In addition, Chief Shaffer stated that he would like to give credit to the citizens for their contributions in helping to keep the community safe. Following, Chief Shaffer asked

Council if there were any questions. There were none.

Fire Department Update.....Chief Mitchell McElveen

Chief McElveen stated that the Fire Service is regulated by the National Fire Protection Agency (NFPA), OSHA, and ISO Insurance Service Association. Equipment is also regulated especially the Self Contained Breathing Apparatus (SCBA) or “air packs” worn while attending a structure fire. Chief McElveen stated that the department’s airpacks are old, but continue to pass the safety testing yearly. However, the NFPA continually update the regulations for fire safety and that the air packs have to be retrofitted. After a while, the air bottles become obsolete. Chief McElveen stated that in about 3-5 years the city will need to replace the air packs. Their department has 22 units on the trucks and, at a cost of \$2,600 each, it would cost the city approximately \$57,000.

Next, Chief McElveen stated that the Clarendon County Fire Department has recently purchased new air packs and has generously donated their older air packs to the city. The donated air packs are lighter weight, and an upgraded version to what the city currently uses. They are in service on the trucks and have been used several times. The bottles will last for approximately 6-9 years and will help the city in the short and long term. Chief McElveen stated that he enjoys a great mutual aid agreement with the Clarendon County Fire Department and they work together well. Chief McElveen stated that he wanted to publicly thank Chief Richburg, Deputy Chief Jonathan Jones and the entire Clarendon County Fire Department for their generosity. Mayor Nelson expressed Council’s appreciation to the Clarendon County Fire Department. Chief McElveen also thanked Council for the new Fire Station.

Main Street Manning..... Ms. Carrie Trebil

Ms. Trebil showed a presentation recapping of some of Main Street Manning’s accomplishments for 2015:

- Cities Mean Business Month- This event was held in February. The Promotions Committee will be meeting on January 21st to come up with new ideas.
- Easter Egg Hunt
- Preservation Month- Main Street Manning partnered with the Historical Society in May to re-launch the North Brooks Street Walking Tour Brochures.
- Farmers’ Market- The process has begun to get the EBT machine up and running. A carrier has to be selected to process the financial transmission.
- Main St. SC Inspiration Awards and Achievement Awards. Main Street Manning won two awards last year. This is the third year in a row that Main Street Manning has received this award.
- New for 2016-- Municipal Association Awards: Main Street Manning will apply for an award for New Construction and will submit the Fire Station construction for this award. In addition, application will be made for the award of Master Merchant and Res-Comm Management will be submitted for bringing businesses to Manning. For Outstanding Promotion, the Walking Tour brochure will be submitted. For the Outstanding Public/Private Partnership Award, Main Street Manning will submit the Clarendon County Hometown Teams Event.
- Movies in the Park. Ms. Trebil asked for any suggestions for movie rentals.

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- Annual Meeting- Main Street Manning has partnered with the Hometown Teams to bring the Art Exhibit.
- Scarecrows on Main- This was a new event in 2015. The street light poles were decorated and the event was opened to anyone. There were 17 participants.
- Trick or Treat on Main Street. This year the event was held in a central location for safety purposes and it also allowed businesses outside of the downtown area to come in and set up.
- Youth Council on Main- Main Street Manning partnered with the Cypress Center to show the Annual Polar Express Movie to encourage more children to participate.
- Façade Grant- The recipient for 2015 was the Law Firm of McKenzie & Coffey.

Changes for 2016:

- Watermelon Crawl Back to School Bash- The event will be held later in the evening. Main Street Manning will partner with the Manning Police Dept. who will also host a cook out.
- Shop Small. The ER Committee will be working on bringing the Disney Institute to Manning. This is a world class customer service training to bring to Manning. Manning will be nominated for the Main Street Revolution. If awarded, the city would receive \$500,000, a Main Street makeover, and strategic support from celebrity entrepreneur Robert Herjavec of “Shark Tank”.

Ms. Trebil asked if there were any suggestions or questions. There were none. Ms. Trebil thanked Council for their support. Mayor Nelson thanked all for their accomplishments and updates.

XIII. Old Business:

A. Council Appointments to Boards (replacements needed):

Tree Board
Lee Stogner

Fill Term Ending
November 30, 2016

Planning Commission
Stephanie Black

Fill unexpired Term
June 30, 2019

There were no nominations. Mayor Nelson asked to table this item for next month’s agenda. Council unanimously concurred.

XIV. New Business:

- A. Zoning Ordinance No. 2016-01M (First Reading). An Ordinance to re-zone vacant properties located on the east and west side of 2155 Paxville Hwy., Tax Map # 169-07-00-002-00 and Tax Map # 169-07-00-001-00 owned by Clarendon County School District 2, from Office Commercial (OC) to General Commercial (GC).**

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A **motion** was made by Councilmember Welle and was seconded by Councilmember Gordon to approve the Ordinance for first reading. In discussion, Councilmember Pack asked Mayor Nelson if anyone has asked the company for a letter listing the types of ads prohibited from advertising.

Mayor Nelson stated that Mr. Tindal informed her that the school has a contract with the company with that information listed on the letter. There was discussion concerning what would happen if the property changed hands and the type of advertising that could be displayed and whether stipulations could be placed concerning the signage. In addition, Mayor Nelson stated that Council's concern at the moment was for the rezoning and that if there are any changes, the future council could make the change.

Mr. Tanner stated that if the school sells the property, there would be no school there and the property would be open to all types of development. Mayor Nelson stated that she had originally requested an Memorandum of Agreement (MOA) between the city and the school with assurances that other ads wouldn't appear. Next, Mr. Tanner stated that the city will be reviewing the comprehensive plan and zoning ordinance relating to signs which should restrict certain types of advertising on all billboards. Councilmember Welle asked if it would be good to put a stipulation on the MOA. Mayor Nelson stated research would be done to get all of the facts before second and final reading. There was no further discussion. All favored the motion. Mr. Tanner stated that he would gather additional information and forward his findings to Council before their next meeting.

B. A Resolution Authorizing the Mayor, and or, Her Designee, the City Administrator, to enter into an agreement for construction and improvements of the N. Mill Street Street Enhancement Project.

Mr. Tanner stated that the city received the grant approximately 18 months ago and that the Resolution is a formal agreement stating each party's responsibilities on the project. In addition, Mr. Tanner stated that we are in the design phase now and that the project will bid in May.

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

XV. Councilmembers' Comments

Councilmember Gordon

Councilmember Gordon stated that he has received several reports on abandoned houses and overgrown lots and asked if anything could be done. Mayor Nelson asked Mr. Tanner to look at our fines structure for non-compliant property owners because there is not enough incentive for property owners to respond.

Councilmember Pack

Councilmember Pack thanked Judge Dingle his prayers and his prayer while he was sick.

XVI. Executive Session:

1) Administration Department.....A legal matter concerning planning and zoning.

A **motion** was made by Councilmember Welle and seconded by Councilmember Georgia to enter into Executive Session to discuss a legal matter concerning planning and zoning. There was no discussion. All favored the motion.

Time: 7:19 pm

A **motion** was made by Councilmember Welle and seconded by Councilmember Gordon to return to Open Session. There was no discussion. All favored the motion.

Time: 8:04 pm

XVII. Possible Action Following Executive Session:

No action was taken following Executive Session.

XVIII. Adjournment:

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

Time: 8:05 pm

Respectfully submitted,

Daun Davis,
Administrative Services Coordinator/Clerk