

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

**Monday, December 19, 2016
6:30 p.m.**

**Council Chambers
Manning City Hall**

Members Present:

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

Members Absent:

E= Excused; U= Unexcused
Councilmember Welle -E

I. Welcome/Introductory Remarks: Mayor Nelson welcomed everyone to the meeting.

Media: Bobby Baker, The Manning Times
Konstantin Vengerowsky, The Item

II. Invocation: Mr. Larry Williamson, Manning Board of Appeals member.

III. Pledge: Mayor Pro-tem Pack.

IV. Approval of Agenda:

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

V. Minutes:

Minutes of a Special Called Meeting of City Council, November 18, 2016.
Minutes of a Re-scheduled Meeting of City Council, November 22, 2016.

A **motion** was made by Councilmember Georgia and was seconded by Councilmember Gordon to approve the minutes of a Special Called meeting of City Council, November 18, 2016. There was no discussion. All favored the motion.

A **motion** was made by Councilmember Georgia and was seconded by Councilmember Gordon to approve the minutes of a Re-scheduled meeting of City Council, November 22, 2016. There was no discussion. All favored the motion.

VI. Citizens' Comments: None.

VII. Committee Reports: None.

VIII. Public Presentation:

1) Presentation of Audit Report FY' ending June 30, 2016...The Hobbs Group, PA

Mr. Mark Hobbs, Managing Shareholder and President of The Hobbs Group, introduced himself and Ms. Jessica Robinson, Manager. Mr. Hobbs stated that the audit was performed in accordance with standards contained in Government Auditing Standards issued by the Comptroller General of the United States. There were no deficiencies or significant deficiencies of material weaknesses in any of the procedures that were performed.

Mr. Hobbs stated that the city received an unqualified report on the city's financial statements with no reportable conditions in its compliance with laws, regulations, and grant agreements. Mr. Hobbs stated that their fieldwork found controls in place and operating and functioning properly. Next, Mr. Hobbs stated that he would entertain questions at this time. There were none.

Mayor Nelson stated that she was very pleased with the report and appreciative of staff and council to know that procedures and operations are in place and intact. Mayor Nelson thanked Mr. Hobbs and his group for performing the audit.

2) Wellness Challenge Awards.....Mayor Julia A. Nelson

Patrina C. Space.....Utility Department
Thomas L. Huckaby, Jr.....Police Department
Patricia L. Brown.....Administration Department

Mrs. Adger stated that the Safety and Wellness Committee initiated a six-week wellness challenge to all employees to take better care of their health through exercise and diet.

Mayor Nelson congratulated the winners of the Wellness Challenge Awards and presented them with a certificate and gift card. Ms. Space, the first place winner with 1,396 points, was awarded a gift card for \$250.00. Mr. Huckaby, the second place winner with 1395 points, was awarded a gift card for \$150.00. Mrs. Brown, the third place winner with 1,323 points, was awarded a gift card for \$50.00

IX. Finance Director's Report: Included in Council's packet as information. Mr. Tanner stated that any questions concerning the report can be directed to Mrs. Prince at a later date.

X. Mayor's Report:

Mayor Nelson stated that she would like to thank Council for approving the Retail Development Initiative that has resulted in two businesses to date. An announcement will be made on Thursday, December 22nd at the Chamber regarding the new restaurant coming to the city and the two event venues. Mayor Nelson stated that she was pleased for Mr. Charles Hodge and Mr. and Mrs. Rabon for their investment in the City of Manning. Next, Mayor Nelson wished everyone a Merry Christmas.

XI. Administrator's Report: Mr. Tanner reported the following:

1. Chamber Retreat- Jan. 13-15, at the Francis Marion Hotel, Charleston, SC. Council will have their Retreat that Friday morning before the Chamber Retreat and will arrive in Charleston on Thursday night.
2. Project Update- Phase II is almost complete. The system is on line and working properly. Mr. Tanner stated that he is awaiting USDA approval to bid Phase III.
3. Council approved the purchase of the Freeman Warehouses at their November meeting and the closing will be held on Wednesday, December 21st.
4. Fleming Project- All homes listed under this project have been demolished. A camera is to be installed, several cameras will need to be repaired to get back online.
5. Mill St. Streetscape Project- Some changes have been made to the scope of the project. Now only one side of road will be done (City Hall side) and should be ready to bid in March 2017.
6. Next, Mr. Tanner stated that Council had asked him to research on a fixed asset inventory system. Mr. Tanner stated that he will discuss this at Council's Retreat.
7. Mr. Tanners stated that City Hall will be closed on December 23rd, 26th and 27th, and wished everyone a Merry Christmas.

Departmental Reports: Included in Council's Packet.

XII. Old Business:

- A. Ordinance No. 2016-05 (Second Reading). An ordinance to annex a portion of County Tax Map No. 169-08-00-006-00, approximately 0.888 acres more or less, owned by Richard L. Ridgill, Trustee of the Dorothy B. Ridgill Living Trust dated March 11, 2009, located on Paxville Highway, to include all contiguous portions of all public rights of way, streets, and highways, Pursuant to Section 5-3-110, Code of Laws of South Carolina (1976 as amended).**

Mr. Tanner stated that the ordinance was for the annexation of property in front of Murphy's gas station in which a new Taco Bell will be built.

A **motion** was made by Councilmember Georgia and was seconded by Councilmember Gordon to approve the Ordinance for second reading. There was no discussion. All favored the motion.

- B. Zoning Ordinance No. 2016-02M (Second Reading). An ordinance to re-zone property located at 102 Sunset Drive, Tax Map # 169-13-06-014-00, owned by Brewer Foods, Inc., from General Residential (GR-1) to General Commercial (GC).**

Mr. Tanner stated that the property is the parcel behind Hardee's Restaurant. They will be demolishing the old building, expanding the property and erecting a new building and re-doing the drive-through.

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

XIII. New Business:

- A. Ordinance No. 2016-06 (First Reading). An Ordinance to Amend the City of Manning Code of Ordinances, Chapter 2, Article IV. Purchasing.**

Mr. Tanner stated the city was recently monitored on its CDBG Grant for the Fleming Project. In their review, they identified to areas in our purchasing ordinance that needed changing. One recommendation was to include an appeals procedure and it also needed to add language encouraging women and minority companies to bid on city projects.

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

B. Resolution Adopting a Reasonable Accommodations Policy for the City of Manning.

Mr. Tanner stated that the monitoring session for the CDBG Fleming Project stated that the city would need to adopt a reasonable accommodations policy to accommodate the disabled and reasonable other members of the public with reasonable access to attend meetings.

A **motion** was made by Councilmember Dukes and was seconded by Councilmember Gordon to adopt the Resolution as presented. There was no discussion. All favored the motion.

XIV. Councilmembers' Comments:

Mayor Pro-tem Pack

Mayor Pro-tem Pack wished everyone a Merry Christmas. Mayor Pro-tem Pack stated that the city looks beautiful with the Christmas lighting and decorations. In addition, Mayor Pro-tem Pack stated that the litter along Spann Street is very bad. Mayor Pro-tem Pack asked Chief Shaffer to look at area to see what can be done.

Councilmember Dukes

Councilmember Dukes stated that the Christmas decorations downtown look nice and commended the city for what was done. In addition, Councilmember Dukes commended the Chief Shaffer and the Police Department for all they are doing in protecting the citizens. Next, Councilmember Dukes stated that a traffic light is needed at the intersection of Barfield and E. Boyce Street near John Deere Tractor- Corner Diner. Mr. Tanner stated that the city can send a letter to SC DOT to look at that intersection to see if a light is warranted.

Councilmember Gordon

Councilmember Gordon asked if anything could be done with lots and ditches in his District. Councilmember Gordon stated that help is very much needed in that area.

Councilmember Georgia

Councilmember Georgia stated that the ditches are in very bad shape in her District. Councilmember Georgia also stated that she has concerns on paving Breedin St. Mr. Tanner stated that he will continue to request that SCDOT add it to their list.

Mayor Nelson

Mayor Nelson asked that Police Officers help to identify dark areas within the city where street lighting may be needed. Some areas needing attention are Manning Primary School, Raccoon and Silver Roads, the intersection of Huggins and Spann Streets. Next, Mayor Nelson asked Chief Shaffer to look at the traffic on Longleaf Drive for speeders.

XV. Executive Session:

- 1) **A personnel matter concerning the Public Works Department.**
- 2) **A personnel matter concerning the Police Department.**
- 3) **A legal matter in the Administration Department concerning the sale of property.**

A **motion** was made by Councilmember Gordon and was seconded by Mayor Pro-tem Pack to enter into Executive Session for the reasons listed above. There was no discussion. All favored the motion.

Time: 6:58 pm

A **motion** was made by Councilmember Georgia and was seconded by Mayor Pro-tem Pack to return to Open Session. There was no discussion. All favored the motion.

Time: 8:37 pm

XVI. Possible Action following Executive Session for items discussed in Executive Session.

Following Executive Session, no action was taken.

XV. Adjournment:

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

Time: 8:38 pm

Respectfully submitted,

Daun Davis
Administrative Services Coordinator/Clerk