

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

Monday October 20, 2008
6:30 p.m.

Breedin Assembly Room
City Hall

Members Present:

Mayor Johnson
Councilmember Davis
Councilmember Georgia
Councilmember Welle

Members Absent-

E=Excused /U=Unexcused:

Mayor Pro-tem Gordon-E
Councilmember Pack -E
Councilmember Witherspoon-E

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

News Media: Cathy Gilbert, Manning Times
Others: Larry Williamson, Manning Zoning Board of Appeals
Atty. William Johnson, Johnson, McKenzie & Robinson, LLC??
Representatives from Lowe's Home Improvement

- II. Invocation:** Councilmember Ervin Davis.

- III. Pledge:** Councilmember Diane D. Georgia.

IV. Approval of Agenda:

A **motion** was made by Councilmember Davis 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, September 15, 2008.

A **motion** was made by Councilmember Welle and was seconded by Councilmember

Page 2. Agenda of the Regular Meeting of Manning City Council, October 20, 2008.

Georgia to approve the minutes as presented. 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.

IX. Public Presentation:

- 1) Tree City USA Award.....Lois Edwards,
Pee Dee Region Urban Forester,
South Carolina Forestry Commission

Mrs. Edwards stated that on behalf of the South Carolina Forestry Commission and the National Arbor Day Foundation, she would like to present to the City of Manning the Tree City USA Award for the 8th year. Mrs. Edwards thanked Council for appropriating the funds to be able to support the program. In addition, Mrs. Edwards thanked the city staff and Tree Board members for their work in beautifying the city through its tree care and maintenance programs.

Next, Mrs. Edwards stated that in order to be a Tree City USA the following criteria must be met:

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

Next, Mrs. Edwards presented Council with the Tree City USA award materials.

Mayor Johnson stated that although Council passes the ordinance and provided the necessary funding, the credit goes to the Administrator, staff and the Tree Board for all they do to help the city achieve this status. Then, Mayor Johnson presented Mr. Larry Williamson, Tree Board Member, with the Tree City USA cap. Mayor Johnson thanked Mr. Williamson for being a member of the Tree Board and for all that he does for the City of Manning.

X. Finance Director's Report:

Finance Report for the month ending September, 2008

General Fund Unrestricted:	\$1,730,369
Total Unrestricted GF	\$1,730,369
General Fund Restricted:	\$ 126,126
Total Restricted GF	\$ 126,126
Interest Earned (GF):	\$ 2,882
Utility Fund Unrestricted:	\$ 1,280,019
Total Unrestricted UF	\$ 1,280,019
Utility Fund Restricted/Reserved:	\$1,081,695
Total Restricted/Reserve UF	\$1,081,695
Interest Earned (UF)	\$ 10,844
Special Fund:	\$ 47,433
Total Special Fund	\$ 47,433

We are 3 months into the budget year which is 25% with a remainder of 75%.

REVENUE

	<u>YTD Collected</u>	<u>Percent Collected</u>
YTD GF Revenue	\$ 310,336	9%
YTD UF Revenue	\$ 633,974	34%

EXPENDITURES

General Fund

	<u>YTD Spent</u>	<u>Percent Spent</u>
Legislative	\$ 17,732	20%
Judicial	\$ 19,012	19%
Administration	\$ 99,019	21%
Non-Departmental	\$ 50,926	29% **
Police	\$ 272,009	23%
Fire	\$ 110,656	23%
Street	\$ 176,911	20%
YTD GF	\$ 746,265	22%

Utility Fund

	<u>YTD Spent</u>	<u>Percent Spent</u>
Utility Fund	\$ 381,921	20%

**Non-departmental expenditures increased due to downtown development.

Mrs. Prince asked if there were any questions. There were none.

XI. Administrator's Report:

Mrs. Rhodes reported on the following:

- 1) **Regional Wastewater Oversight Committee-** This committee met on September 25th. Attorney Charles Boykin will review the complaints and assertions from the Chamber of Commerce Infrastructure Committee and make recommendations for any changes. The next meeting of the Oversight Committee will be November 20th to review the agreement again.

Page 5. Agenda of the Regular Meeting of Manning City Council, October 20, 2008.

- 2) **Council Retreat-** The retreat will be held November 22nd. The location will be either Camp Bob Cooper or the Bank of Clarendon Board Room from 9 a.m. to 2 p.m. Mr. Ed Thomas and Mr. Doug Clary will be speakers for the retreat.
- 3) **I-95 Waterline Project-** The city had received \$70,000.00 from the SC Budget and Control Board. Construction permits from DHEC have been received. However, the DOT permits have not been received.
- 4) **Restrooms for City Parks-** Estimated cost to build a restroom for the Memorial Street Park and Bellwood part was \$3,000 to \$5000 each. The topic will be discussed at the next Council meeting. Next, Mayor Johnson asked for information from the Police Department concerning the types of criminal activity occurring in those areas. Mrs. Rhodes stated that cameras were installed around the Rex Josey Park as a security measure. In addition, Mrs. Rhodes noted that once a restroom is built, the city would be responsible for maintaining the building. Mayor Johnson asked if the estimated cost included the camera system. Mrs. Rhodes stated that the cameras would be an additional cost. In addition, Mrs. Rhodes stated that a cameras system is planned for the Memorial Street park under the CDGG Sustainable Communities Grant in which the city had already made application.
- 5) **Consultant for the Historic District-** Council approved a contract between the City and a Consultant to help complete the application to designate downtown as a Historic District on the National Register of Historic Places. The consultant has exhausted the hours defined in the contract. Mrs. Rhodes stated that the number of hours agreed in the contract was 40 hours, totaling \$2,100.00. The consultant and Mrs. Janet Melaney have asked that that contract be amended to add an additional 40 hours, approximately \$1,680.00, to complete the application. Mrs. Rhodes stated that she had informed Council at their January 28, 2008, meeting that the consultant's hours would not exceed a cost of \$5,000.00

Mayor Johnson stated that he thought the contract included the completion of the application. Mrs. Rhodes stated that the contract listed what would be accomplished within 40 hours. In addition, Mrs. Rhodes stated to submit the application, a title search must be completed for each property and a picture of the property must be attached as well as a description of the architecturally significant points of the property. After some discussion, a **motion** was made by Councilmember Davis and was seconded by Councilmember Welle to complete the project up to a cost of \$5,000.00. In discussion, Mayor Johnson asked if there was documentation of what had been completed by the Consultant. Mrs. Rhodes stated that she had the documentation. Mrs. Rhodes stated that once the application has been submitted, and if approved, the city would have a Historic District which could be advertised to promote marketability. Also, those property owners could be entitled to a tax credits. Mrs. Rhodes stated that the contract would have to be amended and signed by Council. There was no further discussion. All favored the motion.

- 6) **Trash Receptacles-** The newly purchased receptacles have been placed in the downtown area.

Page 6. Agenda of the Regular Meeting of Manning City Council, October 20, 2008.

- 7) **Reductions to Aid to Subdivisions-** The revenue the city would have received has been reduced by 3% to \$134, 490 and there may be further reductions. Mayor Johnson stated that the reductions across the state may range between 3- 15% per agency. Mayor Johnson asked the Administrator to recommend to Council how to absorb the budget cuts.
- 8) **Administrator's Evaluation-** The evaluation forms have been distributed to Council for the Administrator's yearly evaluation. Mayor Johnson asked that Council return the completed forms to the Clerk by November 3rd to be compiled and discussed at the November Council Meeting.
- 9) **Chamber Dinner-** The Annual Dinner will be held on November 20th.
- 10) **Orangeburg County Economic Development Summit- JAFZA Public Hearing-** This meeting will be held November 12th. Mrs. Rhodes asked Council to contact the Clerk should they wish to register for the meeting.

Mrs. Rhodes asked Council if there were any questions.

Councilmember Welle asked Mrs. Rhodes for an update on a possible site for a park.

Mrs. Rhodes stated that the property owner would review the plats to see which property could be donated to the city.

A) Departmental Reports: Included in Council's packet as information.

Mrs. Rhodes stated that Chief Garrett had an excused absence. In addition, Mrs. Rhodes stated that the exact figures of the salary changes for funding new positions and pay raises in the Police Department have been distributed to Council per their request last month.

XII. Old Business:

- A. **Ordinance No. 2008-06- (Second Reading). An Ordinance to annex County Tax Map No. 169-00-02-020-00, owned by the Catholic Diocese of Charleston, SC and known as Our Lady of Hope Catholic Church, located on Raccoon Road.**

Mrs. Rhodes stated that under the 100% Petition method, any contiguous area does not require a Public Hearing. The annexation is complete once council adopts an annexation ordinance.

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

- B. Ordinance No. 2008-07- (Second Reading). An Ordinance to annex a portion of South Carolina Department of Transportation (SCDOT) right-of-way of S-63 (Raccoon Road) Pursuant to Section 5-3-110, Code of Laws of South Carolina (1976 as amended).**

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

XIII. New Business:

- A. Zoning Ordinance No. 2008-06M- (First Reading). An Ordinance to zone property owned by Clarendon Count School District 2, located along West Boyce Street/South Carolina Highway 261, Tax Map No. 169-07-00-002-00 to Office Commercial (OC).**

Mrs. Rhodes stated that after property is annexed into the city, the Planning Commission reviews the zoning classification and recommends to Council the correct zoning classification. In addition, Mrs. Rhodes stated that the property was annexed in as Office Commercial and that the Planning Commission affirmed and recommended to Council that the zoning classification remain as Office Commercial.

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

- B. Zoning Ordinance No. 2008-07M- (First Reading). An Ordinance to zone property owned by Clarendon School District 2, located along West Boyce Street/South Carolina Highway 261, Tax Map No. 169-07-00-001-00 to Office Commercial (OC).**

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

- C. Zoning Ordinance No. 2008-8M- (First Reading). An Ordinance to zone property owned by Clarendon School District 2, located along Raccoon Road, Tax Map No. 169-00-02-008-00 to Office Commercial (OC).**

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

XIV. Councilmembers' Comments

Councilmember Welle

Councilmember Welle stated that she had received a request from Lawrence Manning Academy to annex into the city and had asked Mrs. Rhodes to compile information about the annexation. Mrs. Welle stated that the school had concerns about police protection and traffic control. Next, Councilmember Welle thanked Mrs. Rhodes for her hard work at the Pig Tales BBQ Festival. Mayor Johnson also thanked all the employees that participated and the Public Works Department. Mayor Johnson stated that he had received numerous letters of thanks from the community for the city's assistance in making the festival a success.

Councilmember Georgia

Councilmember Georgia asked Mrs. Rhodes if she had spoken to Mr. Tindal concerning the sidewalk on Alfred Henry Drive. Mrs. Rhodes stated that Mr. Tindal stated that he would have someone to follow up on the request, and that she had not received a response from him. In addition, Mrs. Rhodes stated that the round does not come back up until the spring and that the school could apply for the funding at that time. Next, Mrs. Rhodes stated that if Council sees Mr. Tindal or Mr. Jackson to remind them to keep looking into it.

Mayor Johnson

Mayor Johnson asked Mrs. Rhodes to send a letter to Senator Land to see if the state would re-consider the revitalization grant for the city and to give Council an update at the next Council Meeting.

XV. Executive Session

- 1) Administration Department- Contractual matters concerning Economic Development
- 2) Public Works Department- Contractual Matters concerning water and sewer

A **motion** was made by Councilmember Welle and was seconded by Councilmember Georgia to enter into Executive Session to discuss contractual matters concerning economic development in the Administration Department and contractual matters concerning water and sewer in the Public Works Department. There was no discussion. All favored the motion.

Page 9. Agenda of the Regular Meeting of Manning City Council, October 20, 2008.

Following Executive Session, the following action was taken:

A **motion** was made by Councilmember Welle and was seconded by Councilmember Georgia to approve the economic development incentives agreement and to include the ownership of water and sewer lines pursuant to that agreement. There was no discussion. All favored the motion.

Mayor Johnson stated that Council discussed the option to join the Clarendon County Joint Water and Sewer Commission and that Council would deliberate further once additional information has been provided by the Administrator. Mayor Johnson stated that Council would make a final decision at the November Council meeting.

XVI. Adjournment

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

TIME: 8:15 p.m.

Respectfully submitted,

**Daun Davis
Administrative Services Coordinator/Clerk**