

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

Monday, February 20, 2006
6:30 p.m.

Breedin Assembly Room
City Hall

Members Present:

Mayor Johnson
Mayor Pro-Tem Gordon
Councilmember Davis
Councilmember Evans
Councilmember Gaymon
Councilmember Pack
Councilmember Witherspoon

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

News Media: Sharon Haley, Item
Mike Gellatly, Manning Times

Others: Diane Georgia, Planning Commission
Larry Williamson, Board of Appeals

- II. Invocation:** Councilman Rufus Gaymon.

- III. Pledge:** Mayor Pro-Tem Johnny Gordon.

- IV. Approval of Agenda:**

A **motion** was made by Councilmember Gaymon and was seconded by Mayor Pro-tem Gordon to approve the agenda. All favored the motion.

- V. Minutes:**

Minutes of the Regular Meeting of City Council, January 23, 2006. A **motion** was made by Councilmember Evans and was seconded by Councilmember Pack to approve the minutes. No discussion followed. All favored the motion.

- VI. Citizen Comments:** None.

VII. Committee Reports: None.

VIII. Mayor's Report: Included in Council's packets as information.

IX. Public Presentation:

**City of Manning Website.....Eddie Gleaton
Receptionist, Public Works Dept.**

Mayor Johnson stated that the web site was up and running and that Mr. Gleaton was here to give Council an overview of the web site.

Following, Mr. Bjorkman stated that the vendor was unable to attend; therefore, Eddie Gleaton would be presenting the overview on the new web site.

Mr. Gleaton presented a short power point presentation to Council on the new City of Manning Web Site. The web site URL is www.cityofmanning.org and featured the following pages:

- Home
- History
- Newsletter
- Calendar of Events
- Annual Events
- Minutes & Agendas
- Forms & Permits
- Services
- Important Numbers
- City Council
- Contact Us
- Locate Us
- Area Links

It was stated that the web site was dynamic (items could be added daily).

Following the presentation, Council had some inquiries and suggestions. They were as follow:

1. Add phone numbers on the City Council page.
2. List boards and commissions of the City. (Mayor: Have applications available, but need to have language there indicating very few vacancies are available.)
3. Include sites of interests such as city parks and recreation.

- 4. What is the name of the vendor? Answer: SCNET Solutions, based in Sumter.
- 5. Add Code of Ordinances and other official documents.

Next, Mayor Johnson stated that if Council had other ideas for the web site to bring them to other Council meetings. Mayor Johnson also stated that the Town of Turbeville had a newsletter and that it was impressive and that he had shared this information with Mr. Bjorkman.

In addition, Council agreed that they would like to have the web site name listed on the utility bills and new business cards.

**Coloring in Water.....Rubin Hardy
Public Works Director**

Rubin Hardy, Public Works Director, stated that 1400' of water line was being replaced on Boyce Street. The old piping there was laid in the 1940s. With replacement of the waterlines complaints of red water or rust in the water will be many.

Mr. Hardy showed Council a piece of water line being replaced that is called a "coupon." Adhered to the coupon was a red-like substance that is harmless, but settles within the pipes over time. As the new water lines are put in and being flushed, the water pressure causes the substance to loosen up from the pipes and cause the water to turn red which is commonly known as "red water." This activity also happens when fire hydrants are flushed. It is okay to drink it, but if customers will wait and let the water settle down, they will not see it.

The lines are usually flushed during the summer months at night.

X. Finance/Administrator's Report: Mayor Johnson stated that the Administrator was now providing a much detailed weekly report and his Administrator's Report would be abbreviated.

A. Financial Report to Council: The Administrator gave the following report:

General Fund:	Accts. Receivable	<u>\$1,312,304.00</u>
	Total Checking	\$1,427,925.00

(Accts. Payables (\$62,114.00), Payroll, Cemetery Upkeep, Fire Fund, Police Fund, Reserve Funds/Lolo Clark Memorial Park)

Utility Fund:	Accts. Receivable	\$1,218,526.00
	Accts. Payable	\$ 15,072.00
	Total Checking	\$1,233,598.00
	Grand Total of All Accounts	\$2,391,613.00

(Capital Additions Reserve, Major Repair and Replacements are \$429,987.00 each, Total Reserve Funds \$1,158,015.00)

Grand Total: \$3,827,063.00 (General Fund/Utility Fund and CDs)

B. Administrator Report. The Administrator reported the following:

- 1. Cost Savings Performance.** Public Works Director has not only saved the City money, but is making money through the disposal of scrap metal. If it went to the landfill, it would cost \$35 per ton, but he has sold 44 tons for \$3,973.50.
Leaves/limbs. \$30 per ton at landfill / \$20 per ton on site.
- 2. Fire Dept.** Grant of \$787 thousand is anticipated within 30 days.

Mayor Johnson mentioned that the appearance of the bay area at the rear (the Fire Dept.) of the building was brought to his attention and was shared with the Administrator.

Mr. Bjorkman reported that to paint the way as is would cost \$3,300, but to include repair the cracks would cost \$4,500, which he recommended the latter and taking the funds from the Fund Balance.

Councilwoman Evans inquired about the front area of the building.

A **motion** was made by Councilman Davis and was seconded by Councilman Pack to paint and fix the back of the Fire Dept. All favored the motion.

- 3. Surplus Property/Internet.** Govdeals - will try a few items: Police car, fire truck, computers, etc.
- 4. Lake Marion Regional Water Authority.** (Passed out By-laws) Changed membership for municipalities. Will be members only if signed up by August 1. Will ask for an executive session at the next meeting of administrators.
Mayor Johnson stated that Mr. Bjorkman sent out advisory minutes (problems/solutions).
- 5. Ethics Forms.** Reminded Council to file them.
Mayor Johnson stated that forms should be filed by April 15.
- 6. Direct Deposit.** Preparing, need voided checks.
- 7. Parking (letter).** Letter forwarded to Methodist Church about parking on yellow curbing.

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Mayor Johnson stated that safety is the City's foremost concern and DOT has special provisions for funerals. Copies of the letter were asked to be provided to Council.

Mr. Bjorkman stated that Atty. Johnson informed him that the City would not be liable for individuals violating the law even thou a precedence has be set.

- 9. Houses.** Eight houses were torn down and two to be demolished (put out for bids). The Abatement and Appeals Board will meet March 28 on the house on Huggins/Richburg; Smiling.

Mayor Johnson mention that he rode through town and how it appeared that litter was out of control. He stated that an example will have to be made in order to get attention.

- 10. Grants.** Closed Richburg/Skyview. Drainage Improvements.

Preparing grant (\$450 thousand dollars) for ditching. Will not include Major Drive.

- 11. Pole Lights.** Police officers patrol streets and report information on lights out. Information given to Progress Energy includes the number off the pole and the street location.

Citizens can call Progress Energy to report the same information if a light is out. The information can be reported over the Internet.

- 12. Public Hearing / Community Development Block Grant.** Hearing for drainage ditches will be the second week in March. Petitions were received. Councilmember Pack attended meeting. Needs assessment completed by Councilmember Pack.

Mayor Johnson asked that an assessments be forwarded to councilmembers and requested councilmembers to complete forms and return them.

- 13. Highway 261 / Weinburg Street.** Lot stabled. The undeveloped lot next to it looks bad. Will not have to cut trees, but will need to clean underbrush.

- 14. Board of Appeals Meeting.** Scheduled for February 27 (next Monday).

- 15. Bellwood Park.** Atty. Johnson

- C. Departmental Reports.** Included in Council packets as information.

XI. Old Business:

- A. Ordinance No. 2006-01. (Second Reading) An ordinance pertaining to the municipal election process for the City of Manning.**

A **motion** was made by Councilman Witherspoon and was seconded by Councilwoman Evans to approve second reading of the ordinance. All favored the motion.

- B. Ordinance No. 2006-02. (Second Reading) An ordinance amending the Code of Ordinance for the City of Manning Chapter 66, Utilities.**

A **motion** was made by Mayor Pro-tem Gordon and was seconded by Councilman Gaymon to approve second reading of the ordinance. All favored the motion.

- C. **Ordinance No. 2006-03. (Second Reading) An ordinance to annex portions of County Tax Map #169-10-01-001-00 owned by Boom, Inc., located along West Boyce Street / South Carolina Highway 261.**

A **motion** was made by Councilwoman Evans and was seconded by Councilman Gaymon to approve second reading of the ordinance. All favored the motion.

- D. **Painting City logo on Highway 301 water tower and replacing the name on the Alcolu water tower with Manning logo.**

Mr. Bjorkman stated that the cost to paint the logo on the water tower in Alcolu was \$6,700.

A **motion** was made by Councilman Gaymon and was seconded by Councilman Pack to approve painting the logo on the water tower for \$6,700. All favored the motion.

- E. **Rural Infrastructure Funding (RIF) Grant - Approval of funding the market analysis at \$18,000 which is \$3,000 above grant funds.**

A **motion** was made by Councilman Gaymon and was seconded by Councilman Pack to fund the market analysis at \$18,000. During the discussion, Mayor Johnson stated that the original grant was for \$15,000 and since that time the cost is now \$3,000 more. Following the discussion, all favored the motion.

- F. **Water and sewer impact fees applicable to Pine Knoll Phase II.**

Mr. Bjorkman stated that the contractor for the subdivision has requested to pay less for impact fees, and stated that the City had made an agreement with him initially to charge less for such fees.

Mayor Johnson stated that the engineers advised Council on the fees; therefore, he does not know why Council would have fees and make exceptions to them such as the contract has stated.

Councilwoman Evans inquired that if during the initial design phase (Phase I) the contractor was promised anything. Mayor Johnson stated no, that the Council would not have done so because there is a fee structure in place that is fair across the board and since that time the cost has gone up.

Following, a **motion** was made by Mayor Pro-tem Gordon and was seconded by Councilman Pack to charge the impact fees that are current. During the discussion, Councilwoman Evans stated to show that it was recommended by the engineer as part of the motion to not waive fees. Following the discussion, all favored the motion.

XII. New Business:

A. Discussion of street lights.

Mayor Johnson reported that two businesses located on Church Street informed him of the lighting conditions on their street since it became four lanes.

Councilman Pack inquired about decorative lighting for the area.

Upon questioning, Mr. Hardy stated that lighting on Church Street was poor because of the trees. Also, Mr. Hardy stated that a monthly fee is paid for the current light fixtures and that for decorative light fixtures the cost would be expensive having to route electrical line underground and the decorative fixtures cost more.

A **motion** was made by Councilman Witherspoon and was seconded by Mayor Pro-tem Gordon to look into additional lighting for Church Street. During the discussion, Council asked the Administrator to get with the business owners and the Public Works Director to get the cost of lighting and bring back to Council. All favored the motion.

B. Consolidation of departmental budgets for Fiscal Year 2006-2007.

Mayor Johnson stated that Council has the consolidated budget, but needed to have a second workshop to finalize (streamline) the budget for the new year.

Council agreed to meet Tuesday, February 28, 2006, at 6:30 pm.

Mayor Johnson asked Council to come prepared to balance the budget which was out of balance by 1.2 million dollars (which is not a lot).

The council anticipated holding a Public Hearing, having first and second reading and having a balanced budget prior to July 1.

Departmental heads were invited to attend the workshop, but it was optional.

C. Nomination of a five member selection committee to Review for Qualifications (RFQs) of responses from engineering firm on the Ditching Grant implementation of Santee Lyches Regional Council of Governments advertisements.

Mr. Bjorkman stated that a committee was needed to read and rank all bid information submitted.

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Council wanted to know what if any qualifications/background was needed to participate on the committee.

Mr. Bjorkman stated none.

Following, Mayor Johnson asked Council to bring names to the budget meeting that was scheduled for February 28th and allow the committee to setup meetings around their time. Council consented.

XIII. Councilmembers' Comments:

Mayor Johnson informed Council that Mr. Bjorkman had some other matter to bring before Council.

Following, Mr. Bjorkman stated that he received a request to waive tap fees for the Buckhorn Subdivision and that the developer would put the taps in themselves.

Rubin Hardy stated that the line would have to be cut as deep as 13 feet and would be more economical for them to do it.

Following, a **motion** was made by Councilmember Gaymon and was seconded by Councilmember Evans to waive tap fees to allow the developer to put in their taps. During the discussion, Council agreed that the taps would need to be done according to the City's specification. Following, all favored the motion.

Next, Mr. Bjorkman stated that he had located office space for the judge and clerk across the street from the police and fire department at a monthly cost of \$400 with a \$400 deposit, and shared that out of four locations three were gone.

Following, a motion was made by Councilmember Gaymon and was seconded by Councilmember Pack to approve the location. During the discussion Mr. Bjorkman stated that the building had two 16x16 rooms and that possibly the Codes Enforcement Officer could be located there too. After the discussion, all favored the motion.

Mayor Johnson

Mayor Johnson stated that the water and sewer options from the consortium were feasible. The County stated that they would be behind whatever made economic sense, and he stated that the City would do the same. However, Summerton was under a consent order and had reached a road block and would be contacting the City. Bids received were doubled what Summerton had anticipated.

Councilmember Gaymon

Councilmember Gaymon thanked Mayor Johnson and Mr. Bjorkman for their support of sidewalks in District 2.

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Mr. Bjorkman stated that he would provide copies of the letters between SCDOT and him.

Following, Mayor Johnson touched briefly on the subject of litter again.

Next, Councilmember Evans inquired if assistance from the County could be utilized to control litter.

Mayor Pro-tem Gordon

Mayor Pro-tem Gordon inquired about the fencing for the cemetery.

Mr. Bjorkman responded that there was no update; trees will first be removed and grind prior to installing fences.

Mayor Johnson stated that \$45 thousand dollars had been budgeted.

Councilmember Gaymon inquired if would help to pursue an adopt-a-highway project or something similar utilizing masons, etc.

Mayor Johnson mentioned that some neighborhoods were good while others were not so good, but that some litter came from individuals that lived in those neighborhoods.

Councilmember Gaymon reminded Mayor Johnson that he had issued a proclamation in the pass for a "*Clean-up Day.*"

Councilmember Evans

Councilmember Evans inquired about the Striped Bass Festival and the paving of Highway 261 and the work being done on the sidewalks at the courthouse.

Rubin Hardy responded that he did not know the specifics of the work being done; however, the work is scheduled to be completed in March.

Mayor Johnson stated that during the Mayors' meeting, all were made aware that all would be completed prior to the festival.

XIV. Executive Session:

A. Contractual and Legal Matters.

**B. Personnel Matters: (1) Administration Department
(2) Public Works / Utility Department**

A **motion** was made by Councilmember Gaymon and was seconded by Mayor Pro-tem Gordon to enter into an executive session to discuss contractual and legal matters pertaining to street scape architects and personnel matters in the Administration and Public Works Department. All favored the motion.

Following executive session, a **motion** was made by Councilmember Evans and was seconded by Councilmember Pack to authorize the Administrator to contract Ken Simmons as the architect for the downtown revitalization. There was no discussion. All favored the motion.

XV. Adjournment: A **motion** was made by Councilmember Davis and was seconded by Councilmember Witherspoon to adjourn. All favored.

Time: 8:42 pm

Respectfully submitted,

Mary G. Adger, Clerk