# PUBLIC HEARING & REGULAR MEETING
# OF CITY COUNCIL
# JANUARY 21, 2016 – 5:30 PM
# COUNCIL CHAMBERS
# GEORGETOWN, SOUTH CAROLINA

**1. CALL TO ORDER**

Notice of this meeting has been made in accordance with the 1976 Code of Laws of South Carolina Freedom of Information Act.

**MEMBERS PRESENT**

Mayor Jack M. Scoville, Jr.
Mayor Pro Tempore Brendon M. Barber, Sr.
Council Member Sheldon A. Butts
Council Member Carol R. Jayroe
Council Member Al Joseph
Council Member Edward S. Kimbrough, Jr.
Council Member Clarence C. Smalls

**ALSO PRESENT**

Mr. Chris Carter, City Administrator
Mrs. Elise Crosby, City Attorney
Ms. Ann U. Mercer, City Clerk
Miss Suzanne Abed-El-Latif, HR Manager
Mr. Orlando Arteaga, Engineer
Mrs. Debra Bivens, Director of Finance
Mr. Will Cook, Water Utilities Director
Interim Chief Charlie Cribb, Georgetown Fire Department
Mr. Glen Dixon, Fleet Superintendent
Chief Paul Gardner, Georgetown Police Department
Mr. Sterling Geathers, Public Works Director
Mr. Alan Loveless, Director of Electric Utilities
Mr. Rick Martin, Building Official/Zoning Administrator
Mr. Tee Miller, Assistant to the City Administrator for Economic Development

**MEDIA**

Georgetown Times - Max Hrenda

**2. ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES**

Mayor Jack M. Scoville, Jr. called the Regular Meeting of City Council to order at 5:30 PM and requested all cell phones or electronic devices be turned off or placed on mute so as to not interrupt the meeting.

**3. OATHS OF OFFICE**

Ms. Rhonda Green administered the Oath of Office to Council Member Sheldon A. Butts. Mrs. Lauren C. Joseph administered the Oath of Office to Council Member Al Joseph. Ms. Alfreda S. Johnson administered the Oath of Office to Council Member Clarence C. Smalls.

## 4. PUBLIC HEARING

### A. The purpose of the Public Hearing will be to receive citizen input concerning an ordinance to amend the Pretreatment Ordinance to reflect changes to the local limits and waste hauler rates.

Mayor Scoville opened the Public Hearing at 5:39 PM and recognized Mr. Sid Ackerman. Mr. Ackerman spoke on behalf of Bob and Karen Ackerman, A&A Septic Tank Service, and provided Council a list of bullets points which he reviewed. The proposed rate increase from 5 cents to 30 cents per 500 gallons would amount to a 600% increase which translates to $50 per load per household. Fees will be passed directly to the public, lower income or fixed income may not be able to pay. This results in a large environmental and health hazard when the tank is not cleaned and allowed to run over. The rate increase will encourage unlicensed and unregulated persons to step in and charge less, furthering the health hazards by dumping illegally. Other budgets throughout the county will have to be increased. Currently A&A services many of the recycling centers, schools and fire departments. While the waste may be harder to treat in some cases, it is hauled directly to the plant, putting no strain on your collection system. In many cases, it is less costly to treat. In many cases the lower prices draw outside haulers. Increasing the amount of income generated. Raising rates equal to surrounding areas will not be dollar for dollar and may result in less income for the city. Increase for haulers on an average 1,000 gallon tank is a direct increase of $50 per load more than they currently pay. On average A&A has paid $10,000 to the city. With the proposed increase, the annual bill would increase to $60,000 in one year. He proposed implementing the increase over the course of three years, charging haulers located outside the county a slightly higher rate or maintaining a lower charge than surrounding areas in order to encourage more haulers. Mr. Ackerman stated the rate increase is flawed and should be amended prior to approval to be fair to all parties involved. A&A received a letter today notifying them of the proposed amendment to the ordinance.

The Public Hearing was concluded at 5:49 PM.

## 5. INVOCATION & PLEDGE OF ALLEGIANCE

Council Member Carol Jayroe rendered the invocation. Mayor Scoville led the Pledge of Allegiance.

## 6. ELECT MAYOR PRO TEMPORE FOR TWO YEAR TERM

### A. Nomination

Council Member Jayroe nominated Council Member Ed Kimbrough to serve as Mayor Pro Tempore. Council Member Smalls nominated Council Member Brendon Barber to serve as Mayor Pro Tempore. Mayor Scoville asked for other nominations.

Mayor Scoville asked all in favor of Mr. Kimbrough to signify by raising their right hand. Council Members Jayroe and Kimbrough voted in favor.

Mayor Scoville asked all in favor of Mr. Barber to signify by raising their right hand. Mayor Scoville and Council Members Barber, Butts, Joseph and Smalls voted in favor. Mayor Scoville congratulated Mayor Pro Tempore Barber.

**7. PUBLIC COMMENTS**

There were no public comments.

**8. INTRODUCTION OF NEW EMPLOYEES**

Police Chief Paul Gardner introduced Ms. Genise Prior a new Office Assistant, and Police Officer III Bryan Byrd.

Mr. Will Cook introduced Mr. Cershel Janvier, the new Wastewater Systems Maintenance Technician, Mr. Kwamaine Elmore, the new Wastewater/StormWater Mechanic II, and Mr. Tevin Johnson, the Water Distribution Mechanic II.

**9. PRESENTATION**

**A. Presentation of the Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2015**.

Mrs. Debra Bivens introduced Mr. David Phillips with Greene, Finney and Horton. Mr. Phillips thanked Mr. Carter, Mrs. Bivens and her staff for their efforts. For the new Council Members, he noted the report contains ten years of history. Using a PowerPoint presentation, Mr. Phillips presented an overview of the Comprehensive Annual Financial Report for the year ending June 30, 2015. The City has an unmodified opinion. The General Fund fund balance decreased about $3.5 million as the City established and funded the Capital Reserve Fund for approximately $3.3 million during 2015. The City has received the GFOA Award for Excellence in Financial Reporting for 25 consecutive years. Implemented GASB #68/71 on Pension Accounting.

It is the City's responsibility is to maintain effective internal controls and financial statements. Greene, Finney and Horton's responsibility is to issue an opinion and give reasonable assurance that financial statements are materially correct. The City received an unmodified opinion, the best opinion you can receive. Language is included in the opinion that the Pension Statements have been implemented.

The General Fund balance decreased $3.53 million from $6.74 million to $3.21 million primarily due to the transfer of $3.3 million from the General Fund to set up the new the Capital Reserve Fund for future capital improvements. There is a nonspendable fund balance of $100,000 for prepaids and inventories. Unassigned fund balance is $3.1 million, which is 35% of 2015 actual expenditures and 23% of 2016 budgeted expenditures. Unassigned funds are available for use at the City's discretion. The Government Finance Officers Association recommends a minimum of 16.7%.

Major reasons to maintain an adequate fund balance include cash flow through second half of calendar year, property taxes and business licenses are cyclical; significant emergencies and unanticipated expenditures; flexibility for discretionary funding needs; potential for better interest rates on debt issues; cover potential shortfalls from the State due to budget cuts or as a result of the change in legislation (i.e. Act 388); and uncertain economic times.

Total General Fund revenues for 2015 were $7.05 million: $3.08 million from property taxes, $3.02 million in licenses, permits and franchise taxes, $.55 million in intergovernmental revenues, $.22 million in fines and forfeitures and $.18 million for all other revenues. This was a $310,000 (5%) increase from 2014 primarily due to higher business license and permit collections of $.25 million. This was $420,000 over budget, primarily due to licenses, permits and franchise taxes exceeding the budget by $.24 million. Other coastal entities are experiencing a higher increase in revenue due to growth. Mr. Phillips cautioned if revenues increase and the economy tanks, the growth oriented revenues decrease. He encourages not to become accustom to spending the extra money in growth oriented revenues; make sure to put money aside.

General Fund expenditures for 2015 were $8.87 million: $1.22 million in general government, $5.52 million in public safety, $1.12 in public works and $1.01 in other expenditures. Expenditures increased $120,000 primarily due to slightly higher salaries and benefits. This was $2.66 million under budget primarily due to the delay in the construction of the fire station on the Eagle Electric property.
The Electric Fund had a change in net position of $721,000 compared to $272,000 in the prior year. Total operating revenues were consistent with the prior year and were approximately $13.27 million. Total operating expenses decreased $465,000 from the prior year primarily due to lower purchased power costs resulting from the Peak Shaving Generation Project. Net position as of the beginning of FY 2015 decreased $627,000 due to the implementation of GASB #68/71 (Pension Statement).

Water and Wastewater Funds had a change in net position of $1.18 million compared to ($234,000) in the prior year. Total operation revenues were consistent with the prior year and were approximately $5.07 million. Total operating expenses were consistent with the prior year and were approximately $4.97 million. Capital contributions primarily related to the Plantation at Winyah Bay donated infrastructure of $1.26 million for the majority of the change in net position for FY 2015. On occasion once developments are completed they turn over their storm and sewer systems to the city, after the city has inspected and determined it meets our standards. Net position as of the beginning of FY 2015 decreased $976,000 due to the implementation of GASB #68/71 (Pension Statement).

Mr. Phillips highlighted the change in accounting principle. Implemented Statement No. 68 "Accounting and Financial Reporting for Pensions - an amendment of GASB Statement No. 27" and GASB Statement No. 71 "Pension Transition for Contributions Made Subsequent to the Measurement Date - an amendment of GASB Statement No. 68" in 2015: The City participates in the state cost sharing multiple-employer plans - South Carolina Retirement System ("SCRS") and South Carolina Police Officers Retirement System ("PORS" and collectively the "Plans"). The City was required to record its pro-rata portion of the net pension liability and deferred outflows/inflows of resources associated with these Plans in its Statement of Net Position which has significantly decreased the City's beginning net position by approximately $11.17 million ($7.20 million for the SCRS and $3.97 million for the PORS), consisting of $9.19 million for its governmental activities and $1.98 million for its business-type activities (proprietary funds). Significant new note disclosures and required supplementary information provided on these Plans. Greene, Finney and Horton's opinion has an "Emphasis of Matter" paragraph on this subject. No impact or changes to the City's governmental funds - as the City is only required to make payments to the Plans as contractually required. This affects utility funds in the government wide statements.

GASB requires financial statements include all assets and liabilities. He reported the City has assets and deferred outflows of $85.07 million of which $57.44 million in capital assets, $22.11 million in cash and investments and $5.52 million in other assets. Liabilities and deferred inflows are $26.55 million of which $10.62 million is short and long-term debt, Net Pension liability of $11.27 million (new item), accounts payable, other liabilities and deferred revenue of $4.66 million. The net position is $58.52 million, $49.28 million net investment in capital assets, $2.62 million restricted and $6.62 million unrestricted. Revenues were $29.41 million, expenses $28.30 million, $3.04 million is non-cash depreciation.

Capital assets were $57.44 million at 6/30/15 an increase of $702,000 from 6/30/14. Total capital asset additions of $692,000 for governmental activities which consisted of vehicles of approximately $452,000, construction in progress of approximately $189,000, infrastructure and other capital assets of approximately $51,000. Total capital asset additions of $3.05 million for business-type activities which consisted primarily of poles, transformers and electric line upgrades of $303,000, Peak Shaving Project of approximately $303,000, vehicles of approximately $185,000, infrastructure donation from Plantation at Winyah Bay $1.256 million, electric meter replacement of approximately $134,000, new elevated water tank of approximately $316,000, Front Street upgrades of approximately $106,000 and other miscellaneous capital assets of approximately $445,000. Depreciation expense of $1.0 million and $2.03 million for governmental and business-type activities, respectively.

The City established and funded the Capital Reserve Fund for approximately $3.3 million during 2015. Total long-term obligations outstanding at 6/30/15 were $10.62 million a decrease of $475,000 from 6/30/14. Governmental activities long-term obligations increased by $72,000 primarily due to higher OPEB (retiree medical) liability balances. Business-type activities long-term obligations decreased by $547,000 primarily due to scheduled principal payments of approximately $865,000, partially offset by additions to the state revolving loan funds of approximately $294,000 and other changes of approximately $24,000. Legal debt limit and margin were approximately $3.12 million as the city had no applicable outstanding debt.

There were no future significant changes in auditing principles. Future significant changes in accounting principles are: tax abatement disclosures (GASB #77) will be required beginning in FY 2017. The Governmental Accounting Standards Board recently issued two statements (GASB #74/75) on Other Post Employment Benefits (i.e. retiree medical) that will become effective in FY 2017/2018 and which will require the City to record its net OPEB liability on its full-accrual financial statements.

From a compliance standpoint the City inadvertently understated accumulated depreciation related to the City Hall Drainage Project asset by approximately $199,000 in the Stormwater Drainage Utility Fund in the prior year. This item was corrected as a prior period adjustment (non-cash item) as noted in the FY 2015 financial statements. No single audit was required for FY 2015.

The Management Letter notes there is a potential component unit in the Winyah Auditorium. GASB standards state if you have control over an entity, you need to report it in your financial statements, unless it's immaterial. As in previous years, Mr. Phillips reminded Council of his concern if it ever becomes material it will have to be audited and added into the City's financial statements.

In summary Mr. Phillips reported the City received an unmodified opinion on the financial statements, which is the best opinion. It is in good financial condition as of June 30, 2015, goods steps are being made towards setting aside/funding future capital improvement costs and implemented GASB #68/71 (Pension Accounting) in FY 2015.

Mayor Pro Tempore Barber asked for clarification on the net pension liability of $11.27 million. Mr. Phillips stated this was taken from the unrestricted assets. In reality it will not have to be paid immediately.

**10. FINANCE**

**A. Motion to approve first reading of an Ordinance to Amend the SRF 2013 A & B Bond Ordinances Releasing the Debt Service Reserve in the amount of $129,329.40.**

Council Member Smalls moved, seconded by Council Member Kimbrough. Mrs. Bivens stated in 2013 when the City secured funds for the SRF loans one of the conditions was to restrict one year of debt service to fund payment of the bonds. The City currently maintains a published rating by Moody's Investors Service of A1 on the 2015 A Bonds. As a result of the ratings, we have the option to release the restricted funds making them available to us to spend. The total is $129,329.40; $96,887.60 in the Water Fund and $32,441.80 in the Wastewater Fund.

Mayor Scoville called for the question.

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| **RESULT:** | **APPROVED [UNANIMOUS] Next: 2/18/2016 5:30 PM** |
| **MOVER:** | Clarence C. Smalls, Council Member |
| **SECONDER:** | Edward S Kimbrough, Council Member |
| **AYES:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

## 11. ELECTRIC UTILITIES

**A. Motion to Approve Purchase of Decorative Poles from Shealy Electrical Wholesalers and Payment in the Amount of $26,847.37.**

Council Member Jayroe moved, seconded by Council Member Kimbrough. Mr. Alan Loveless explained these poles are being ordered for the Broad Street streetscape project. They are fiberglass poles that will match the existing poles on Front Street. Single-globe post-top LED lights will be placed on the poles to match existing lighting in the area. The poles are sole source as they must match existing decorative poles on Front Street and Shealy Electrical is the exclusive vendor for this product line in South Carolina. Some years ago the first poles installed on Front Street were cast iron, which must be painted periodically. Since then we have switched to fiberglass. The Electric Department is also in the process of upgrading the lights on Front Street west of Fraser Street with LED lamps and white globes.

Mayor Scoville called for the question.

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| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Carol R. Jayroe, Council Member |
| **SECONDER:** | Edward S Kimbrough, Council Member |
| **AYES:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

## 12. WATER UTILITIES

**A. Motion to approve second reading of an ordinance to amend the Pretreatment Ordinance to reflect changes to the Local Limits and Waste Hauler Rates.**

Mayor Scoville moved, seconded by Council Member Joseph.

**Motion to amend the main motion to further amend the motion by changing Section 2.4, local limits, from reading 5.0 mg/L total petroleum hydrocarbons (MPH) to read 10.0 mg/L total petroleum hydrocarbons (MPH).**

Mayor Scoville moved, seconded by Council Member Kimbrough. Mr. Will Cook said one of the partners expressed concern about the proposed limits. After discussing this with Shealy Consulting, staff did not have a problem raising the limits.

Mayor Scoville called for the question on the motion to amend.

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| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Jack M. Scoville Jr., Mayor |
| **SECONDER:** | Edward S. Kimbrough, Council Member |
| **AYES:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

Back to the main motion, Mr. Cook stated the Sewer Use Ordinance and NPDES permit require us to have a Pretreatment Ordinance on file. The permit also requires us to update that Ordinance every ten years. In October 2014 Council amended the Ordinance. As a result of the Long Term Monitoring Plan and Treatability Study the consultant recommended we add three additional local limits to include ammonia, total petroleum hydrocarbons and chemical oxygen demand. This will ensure we receive waste we can treat and meet our NPDES permit. The amendment to the Pretreatment Ordinance is included in the Corrective Action Plan for the Consent Order, which requires us to make the changes to the Local Limits. The Waste Hauler current rates are $5 per 500 gallons. The recommendation is to raise this to $30 per 500 gallons. Mr. Cook said to his knowledge these rates have never been changed. Mr. Chris Carter pointed out the proposed rate of $30 is equal to the lowest in the area, Grand Strand Water and Sewer. He said the cost in wastewater treatment is the treatment of the wastewater or septage brought to the plant which is obviously higher concentrated than normal wastewater we collect in our system. The increase is well past due. Council Member Kimbrough noted Wilmington charges $65 and Florence charges $41.50. Discussions followed concerning Mr. Ackerman's presentation and request for a gradual increase.

**Motion to amend the main motion and immediately increase the rates by 1/3.**

Mayor Scoville moved, seconded by Council Member Smalls. Council Member Smalls questioned the reasoning in the motion. Mayor Scoville said it would be a big hit to the vendors and their customers all at once. Council Member Jayroe liked the idea of passing the increase on to the vendors coming from outside the county. Discussions followed. The consensus was to remove the rates before second reading and receive staff recommendations on the rate increase at a workshop.

Mayor Scoville called for the question.

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| **RESULT:** | **FAILED** |
| **MOVER:** | Jack M. Scoville Jr., Mayor |
| **SECONDER:** | Clarence C. Smalls, Council Member |
| **NAYS:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

**Motion to amend the ordinance to delete any language referring to the waste hauler rate.**

Mayor Scoville moved, seconded by Council Member Jayroe.

Mayor Scoville called for the question.

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| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Jack M. Scoville Jr., Mayor |
| **SECONDER:** | Carol Jayroe, Council Member |
| **AYES:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

Mayor Scoville instructed Mr. Carter, Mrs. Bivens and Mr. Cook to prepare a proposal to address the rate increase.

**Mayor Scoville asked for questions on the main motion as amended.**

Mayor Scoville called for question.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Jack M. Scoville Jr., Mayor |
| **SECONDER:** | Al Joseph, Council Member |
| **AYES:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

## 13. ENGINEERING

**A. Motion to approve bid/contract for Broad Street Revitalization Project. Bid opening for this project is January 21, 2016.**

Council Member Jayroe moved, seconded by Council Member Butts. The bid opening was today at 2:00 PM; two bids were received. Green Wave Contracting, Inc. from Georgetown submitted a bid in the amount of $183,250 and AOS Specialty Contractors, Inc. from Lexington, SC submitted a bid in the amount of $265,360.14. City Engineer, Mr. Orlando Arteaga, Mrs. Bonnie Infinger, Purchasing Agent, and Mrs. Susan Krowka the project manager met and reviewed line items on the bids. They called Mr. Blake Harwell, President of Green Wave Contracting, Inc., to confirm the scope of work and checked the company's business references. Mr. Harwell had provided recommendations from Georgetown County and a local company, G3 Engineering. He indicated he has worked for Charleston County and the City of Conway and has experience in dealing with this type of project. After talking with Georgetown County and G3 Engineering, staff recommends Council approve the contract with Green Wave Contracting, Inc. Council Member Jayroe asked if this contractor has previously worked for the City. Mr. Arteaga said he was told the City has not worked with this company in the past. Council Member Kimbrough asked about a start and completion date. Mr. Arteaga said the contractor will begin work on the sidewalks once they receive the notice to proceed. Then they will wait for DOT to pave Broad Street, which is scheduled for March 2016. Once the paving is complete, the contractor will return and complete their work, i.e. striping on the streets. Mr. Carter stated it is difficult to determine a final completion date with DOT handling the resurfacing of Broad Street. Based on the information gathered from the bid analysis, along with conversations with Mr. Harwell and his references, Mr. Arteaga is comfortable the contractor should be able to complete the work for the cost submitted. Mr. Carter noted the project was budgeted at $300,000. With professional costs and this bid the amount should come in at budget. Mayor Scoville stated with every project, there is usually a change order at some point. Council Members Barber and Jayroe requested staff check with Charleston County and the City of Conway.

Mayor Scoville called for the question.

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| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Carol R. Jayroe, Council Member |
| **SECONDER:** | Sheldon A. Butts, Council Member |
| **AYES:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

## 14. ADMINISTRATION

**A. Motion to approve first reading of an ordinance to amend Chapter 2 Administration, Article II Council, Division 2 Meetings, Section 2-28 Quorum and Rules of Order, of the City of Georgetown Code of Ordinances.**

Mayor Scoville moved, seconded by Mayor Pro Tempore Barber. Mayor Scoville feels it would be helpful to have clearer rules of procedure. He reviewed a proposed ordinance from the Association of Counties along with the Municipal Association's proposed rules and the City Attorney has thorough vetted the county proposal and compared it to state law. She has crafted an amendment to the City's ordinance to be consistent with the MASC rules and regulations. He said it would help in the meetings with the different types of motions and is consistent as much as possible with Robert's Rules. Robert's Rules would be the fallback. In his view, Mayor Scoville said Robert's Rules of Order was created for groups such as a homeowners association, stock holders group or social organizations. Mrs. Crosby said after reviewing other municipalities' procedures, she is completely supportive of the amendment. She canvassed other town attorneys and viewed ordinances on Municipal Code Corporation's site and discovered about 50% use Robert's Rules of Order. Beaufort, Charleston, Conway, Florence, Greenville, Hilton Head and Surfside have adopted Robert's Rules. Anderson, Greenwood, Myrtle Beach, Newberry, North Augusta, North Myrtle Beach, Clemson, Rock Hill and Spartanburg have adopted their own rules. Some of these cities use Robert's Rules of Order as a fallback. This is not referenced in the current proposed model. If Council decides to use Robert's Rules as a fallback, Mrs. Crosby recommended adding the language under 3b. Appeal. She said this would simplify the process and flow of the meeting. Discussions followed. The consensus was to give first reading tonight and any amendments would be included at second reading.

Mayor Scoville called for the vote.

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| **RESULT:** | **APPROVED [UNANIMOUS] Next: 2/18/2016 5:30 PM** |
| **MOVER:** | Jack M. Scoville Jr., Mayor |
| **SECONDER:** | Brendon M. Barber Sr., Mayor Pro Tempore |
| **AYES:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

**B. Motion to approve first reading of an ordinance to amend Chapter 2 Administration, Article II Council, Division 3 Ordinances and Resolutions of the City of Georgetown Code of Ordinances.**

Mayor Scoville moved, seconded by Mayor Pro Tempore Barber. Mrs. Crosby noted Division 3 was enacted in 1979. Currently it is disjointed, out of order and contains redundancies. She reviewed the proposed amendments.

Mayor Scoville called for the question.

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| **RESULT:** | **APPROVED [UNANIMOUS] Next: 2/18/2016 5:30 PM** |
| **MOVER:** | Jack M. Scoville Jr., Mayor |
| **SECONDER:** | Brendon M. Barber Sr., Mayor Pro Tempore |
| **AYES:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

**C. Motion to approve second reading of an Ordinance amending Chapter 11, Article II, Section 11-26 of the City Code establishing additional conditions under which commercial properties may be deemed a nuisance.**

Council Member Joseph moved, seconded by Council Member Kimbrough. Mr. Carter stated the nuisance ordinance is used to address issues such as high grass and weeds and different environmental issues affecting property. This amendment to Section 11-26 adds additional criteria that will regulate commercial buildings. Commercial is defined as anything non-residential. Council Member Kimbrough said this tool is needed for us to clean up the gateways into the city.

Mayor Scoville called for the question.

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| **RESULT:** | **ADOPTED [UNANIMOUS]** |
| **MOVER:** | Al Joseph, Council Member |
| **SECONDER:** | Edward S Kimbrough, Council Member |
| **AYES:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

**D. Motion to approve First Semi-Annual Payment to SCMIRF in the amount of $294,410.00 For Property, Liability and Vehicle Insurance and Two Quarterly Payments to SCMIT in the amount of $104,430.00 For Workers Compensation Insurance.**

Mayor Pro Tempore Barber moved, seconded by Council Member Smalls. Miss Suzanne Abed-El-Latif stated this is the first semi-annual payment to SCMIRF and the two quarterly payments to SCMIT for workers comp.

Mayor Scoville called for the question.

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| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Brendon M. Barber Sr., Mayor Pro Tempore |
| **SECONDER:** | Clarence C. Smalls, Council Member |
| **AYES:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

## 15. CITY ADMINISTRATOR REPORT

Mr. Carter reported the city incurred $199,000 in costs as a result of the flooding event in October. About 75%, $142,000, is reimbursable from FEMA. He referenced the agenda for the Council Retreat to be held this Saturday beginning at 9:00 AM in Council Chambers. Council Member Kimbrough asked for an update on fire protection on the boardwalk. Mr. Carter said this will be discussed at the Retreat.

## 16. MINUTES

**Motion to approve minutes of Regular Meeting of City Council dated December 17, 2015.**

Council Member Jayroe moved, seconded by Council Member Kimbrough. Mayor Scoville asked for any additions or amendments.

Mayor Scoville called for the question.

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| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Carol R. Jayroe, Council Member |
| **SECONDER:** | Edward S Kimbrough, Council Member |
| **AYES:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

## 17. OLD BUSINESS

There was no old business.

## 18. NEW BUSINESS

There was no new business.

## 19. DEPARTMENT MONTHLY REPORTS

Mayor Scoville encouraged everyone to read the reports. They are available on the City's website.

- **A. December 2015 Georgetown Police Dept Report**
- **B. December 2015 Fire Report**
- **C. December 2015 Public Works Department Report**
- **D. December 2015 Fleet Services Report**
- **E. December 2015 Electric Utility Department Report**
- **F. December 2015 Water Utilities Report**
- **G. December 2015 Housing and Community Development Report**

### H. December 2015 Finance and IT Departments Report

### 20. EXECUTIVE SESSION

**Motion to enter Executive Session pursuant to Section 30-4-70(a)(1) to discuss appointments/reappointments to the Accommodations & Hospitality Tax Committee and Architectural Review Board, and Section 30-4-70(a)(2) to receive legal advice as it relates to property damage claim 2015-CP-22-01115.**

Council Member Joseph moved, seconded by Council Member Kimbrough.

Mayor Scoville called for the question.

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| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Al Joseph, Council Member |
| **SECONDER:** | Edward S Kimbrough, Council Member |
| **AYES:** | Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls |

The Regular Meeting was adjourned at 7:17 PM

**Motion to adjourn Executive Session and return to Regular Session.**

Mayor Scoville announced Mayor Pro Tempore Barber asked to be excused prior to Executive Session.

Council Member Kimbrough moved, seconded by Council Member Joseph.

Mayor Scoville called for the question.

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| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Edward S Kimbrough, Council Member |
| **SECONDER:** | Al Joseph, Council Member |
| **AYES:** | Scoville Jr., Butts, Jayroe, Joseph, Kimbrough, Smalls |
| **EXCUSED:** | Barber Sr. |

Executive Session was adjourned and the Regular Meeting was reconvened at 7:38 PM.

**22. Motion to (1) enter into an employment retainer relationship with David Mills of the McNair Law Firm in accordance with the terms of his letter of agreement/retention dated January 5, 2016; (2) appoint Dwayne Vernon to be the architect on the Architectural Review Board and (3) appoint Ginger Gray and Adele Rowell to the Hospitality and Accommodations Tax Committee to represent the hospitality-other industry and Rodney Long as a member at large.**

Mayor Scoville moved, seconded by Council Member Smalls.

Mayor Scoville called for the question.

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| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Jack M. Scoville Jr., Mayor |
| **SECONDER:** | Clarence C. Smalls, Council Member |
| **AYES:** | Scoville Jr., Butts, Jayroe, Joseph, Kimbrough, Smalls |
| **EXCUSED:** | Barber Sr. |

## 23. ADJOURNMENT

**Motion to adjourn the Regular Meeting of City Council.**

Council Member Smalls moved, seconded by Mayor Scoville.

Mayor Scoville called for the question.

| | |
|---|---|
| **RESULT:** | **APPROVED [UNANIMOUS]** |
| **MOVER:** | Clarence C. Smalls, Council Member |
| **SECONDER:** | Jack M. Scoville Jr., Mayor |
| **AYES:** | Scoville Jr., Butts, Jayroe, Joseph, Kimbrough, Smalls |
| **EXCUSED:** | Barber Sr. |

The Regular Meeting of City Council was adjourned at 7:40 PM.

Ann U. Mercer
City Clerk

Date Approved: 02/18/16