



**REGULAR MEETING OF CITY COUNCIL
NOVEMBER 17, 2016 – 5:30 PM
MUNICIPAL COURT COURTROOM
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. Paul A. Gardner, City Administrator
Mrs. Elise Crosby, City Attorney
Ms. Ann U. Mercer, City Clerk
Miss Suzanne Abed-El-Latif, HR Manager
Mrs. Debra Bivens, Director of Finance
Mr. Tim Chatman, Streets and Sanitation Manager
Mr. Will Cook, Water Utilities Director
Chief Charlie Cribb, Georgetown Fire Department
Mr. Alan Loveless, Director of Electric Utilities
Mr. Rick Martin, Building Official/Zoning Administrator
Chief Kelvin Waites, Georgetown Police Department

ABSENT

Mr. Orlando Arteaga, Engineer
Mr. Glen Dixon, Fleet Superintendent

MEDIA

Georgetown Times - Mr. Max Hrenda
GAB News - Mr. Scott Harper

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. INVOCATION & PLEDGE OF ALLEGIANCE

Mayor Pro Tempore Barber rendered the invocation. The Guardians football team led the Pledge of Allegiance.

4. PUBLIC COMMENTS

Mayor Scoville opened the Public Comment section of the meeting and recognized Minister John D. Henry. Minister Henry stated he is president of Save Our Youth and Family Annual March, a nonprofit organization. The group is proposing to purchase property on the outskirts of Georgetown. He spoke on the solar panel street light district and said it would be beneficial to the City and the State, allow 24-hour surveillance cameras and cut cost. He said he will bring a written proposal to Council in 2017. He thanked the City for getting the word out to the community when the hurricane was approaching. However, he said many people do not receive the Georgetown Times or have cable in their home. He suggested the City come up with a better solution to insure all citizens are well informed.

Mayor Scoville recognized Brother Willie who asked Council why would the area in the West End be researched in depth about heirs' property. He said people are being forced to get rid of their property because they cannot use it. If a person has heirs' property and parties are willing to sell, a quick deed can be used to clear the property.

Mayor Scoville recognized Ms. Laurie Dana, a public affairs specialist with the Small Business Administration. She said the SBA offers assistance for homeowners, renters, as well as businesses of all sizes when there is a disaster such as Hurricane Matthew. The assistance is in the form of low interest, long term loans. Applicants can call the SBA phone number, register online at sba.gov or go to the disaster recovery center here in Georgetown. She said it is imperative people who have damage register and apply before December 13, 2016. Ms. Dana provided fliers with information included.

5. INTRODUCTION OF NEW EMPLOYEES/EMPLOYEE RECOGNITION

Mr. Tim Chatman introduced Mr. Dormaine Nixon. He is a brick layer and concrete finisher. Mr. Chatman said since coming to the City two weeks ago, we have already received dividends from his talent.

Mr. Alan Loveless said all employees in the Electric Department did a fantastic job after Hurricane Matthew working long, hard hours. There is not one person he could single out for their effort; however, one event did stand out above the rest. A couple of linemen were working at a specific site and needed a piece of equipment to finish the job. Mr. Shane Ard was heading up the job and stayed on site while his co-worker went to the plant. He had a rare moment to think about what had recently happened and recorded a brief, humble message on his Face Book page. This message went viral and over 200,000 people have viewed the video. Shane received comments of appreciation and support from all over the Country. With no intentions to do so, he put a face on Georgetown's recovery effort after the storm.

Mr. Loveless recognized Shane for representing Georgetown in a very positive light and presented him with a gift card.

6. HOUSING AND COMMUNITY DEVELOPMENT

A. Motion to approve second reading of an ordinance rezoning approximately 1.4 acres owned by PURAH, LLC, located on South Fraser Street, from Residential (R1) to General Commercial (GC).

Council Member Jayroe moved, seconded by Council Member Kimbrough. The property is a horseshoe shaped parcel that surrounds Georgetown Small Engine and is currently split zoned. The Planning Commission recommended the rezoning from R1 to GC with the condition that there be no access to the property other than Highway 17, South Fraser Street entrance.

Mayor Scoville called for the question.

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

7. PUBLIC WORKS

A. Motion to approve the repair, replacement and installation of sidewalks and other associated work and payment to Benton Concrete & Utilities, LLC in the amount Of \$71,950.00.

Mayor Pro Tempore Barber moved, seconded by Council Member Kimbrough. Mr. Tim Chatman stated the identified sidewalk repair, replacement and installation will continue throughout the City. The sidewalk in front of Mr. Herbert Williams' residence on Broad Street is being performed in-house. Mr. Nixon is spearheading the work. This item will also include sidewalks scheduled for repair in a previous budget.

Mayor Scoville called for the question.

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

B. Motion to approve purchase from Lee Transport Equipment Inc and payment of a Recycle Trailer in the amount of \$17,954.60.

Council Member Smalls moved, seconded by Council Member Butts. Currently the 12 ton trailer is being pulled by a 350 diesel engine pickup truck. This new lighter weight trailer can be pulled by a 250 gasoline engine pickup truck which is less expensive and will vastly improve dependability and reliability. The budgeted amount was \$38,516. By purchasing a lighter weight trailer under State contract,

the cost savings will be \$20,000.

Mayor Scoville called for the question.

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

C. Motion to approve purchase and payment of a 2017 F250 regular cab pickup truck to Vick Bailey Ford in the amount of \$29,602.00.

Mayor Pro Tempore Barber moved, seconded by Council Member Kimbrough. This will replace the 350 diesel truck currently being used to haul the 12 ton recycling trailer. The current vehicle is 15 plus years old and has high maintenance costs. The budgeted amount was \$40,000. By purchasing a lighter weight truck under State contract, the cost savings will be \$10,000.

Mayor Scoville called for the question.

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

Questions arose concerning the huge Oak tree on Meeting tree, trees in Willowbank and other areas that were cut down after the storm. Mr. Loveless said before the trees were removed, the Forestry Commission spent a day inspecting a list of trees that suffered significant damage during the hurricane.

8. WATER UTILITIES

A. Motion to approve payment to North American Construction Company, Inc. for Change Order No. 1 for the Wastewater Treatment Facility Modifications Phase 1 & 2 - SBR No. 2 & 3 in the amount of \$35,390.00.

Council Member Joseph moved, seconded by Mayor Scoville. Mr. Will Cook explained this Change Order is for additional work in SBR #3 associated with installation of a new sump, additional dewatering, cleaning and forming, decanter structural concrete changes, circuit breaker deduct, sludge disposal deduct, and decanter electrical changes. We did not know what would be found when SBR #3 was drained. It was determined the basin had cracks and was leaking water. The majority of this Change Order was for additional dewatering along with installation of the sump to allow for proper dewatering to allow concrete work.

Mayor Scoville called for the question.

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

B. Motion to approve payment to W.K. Dickson & Co., Inc. for Scope Change Amendment #1 in the amount of \$29,493.00.

Council Member Jayroe moved, seconded by Council Member Joseph. The scope change includes work completed for preliminary evaluation to the disinfection system at the Wastewater Treatment Plant to determine if chlorine gas is most cost effective, and design work associated with the acid feed system to repair existing damage that was found during the project and also move the feed point and install a diffuser to prevent damage in the future. The disinfection system evaluation revealed that gas can be used and will save approximately \$250,000 in capital costs and \$1,400,000 in a twenty year life cycle cost comparison. The acid feed repairs are required due to heavily damaged structural concrete at the decant wetwell. Changes to the feed point and feed design should prevent any future damages. The existing acid containment area is also required to be repaired. Mr. Cook stated this is the safest gas system available.

Mayor Scoville called for the question.

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

9. ENGINEERING

A. Motion to accept bid and approve payment to Holbrook Construction, Inc. for the amount not to exceed \$205,436 to perform water improvements on Cherry Street and Wilkinson Street. Work consists in replacing a 2-inch water main with a new 6-inch PVC water main with four fire hydrants and water services including asphalt and landscape restoration.

Mayor Pro Tempore Barber moved, seconded by Council Member Jayroe.

Mayor Scoville called for the question.

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

10. FINANCE

A. Motion to approve First Reading on a Budget Amendment in the Water Fund in the amount of \$55,000 for Cherry and Wilkinson Streets Water Improvements.

Council Member Smalls moved, seconded by Council Member Butts. Mrs. Debra Bivens stated the project was originally fully budgeted in FY 2015; however it was not launched. The \$150,000 budgeted for this fiscal year was intended to complete the project. The additional amount of \$55,000 is needed to fully fund the project. A ten percent contingency is added to the contract amount for any necessary change orders for a total project cost not to exceed \$205,436.

Mayor Scoville called for the question.

RESULT:	APPROVED [UNANIMOUS] Next: 12/15/2016 5:30 PM
MOVER:	Clarence C. Smalls, Council Member
SECONDER:	Sheldon A. Butts, Council Member
AYES:	Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls

11. ELECTRIC UTILITIES

A. Motion to approve Purchase Order and Payment in the amount of \$230,000 to Sumter Utilities for Distribution Line Upgrades.

Council Member Joseph moved, seconded by Mayor Pro Tempore Barber. Mr. Alan Loveless stated in recent years Sumter Utilities has assisted the City with system upgrades involving primary voltage work that is too large for our crews to handle, or that requires equipment we do not have. It continues to be necessary to fund these upgrades on an annual basis because there are many sections of our distribution system that are very old and in poor condition. This work will help us maintain a safe and reliable distribution system. This work was advertised for bidding and Sumter Utilities was the only bid we received. Last year Sumter was honoring pricing they had provided in 2014. This year's bid represents an increase over the 2014 pricing but is still lower than the competitor's pricing in 2014. Mr. Loveless said it is necessary to continue this annual funding. Many of the City's poles are not in the best of shape and need to be replaced.

Mayor Scoville called for the question.

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

12. ADMINISTRATION

A. Motion to Approve a \$250 Year-end Bonus for Employees.

Council Member Joseph moved, seconded by Council Member Kimbrough.

Mayor Scoville called for the question.

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

Miss Suzanne Abed-El-Latif pointed out the name change from safety to year-end bonus. She added the City has had its best year in Workers Comp safety since 2012. There were 16 claims with the majority being very small, cuts, ant bites, poison ivy, nothing major. The total incurred was \$53,000. The past three years have been over \$250,000.

B. Motion to approve first reading of an Ordinance amending the City of Georgetown Code of Ordinances Chapter 17 Planning, by adding Article IV Economic Development Incentive Program, Sections 17-30 through 17-36.

Mayor Pro Tempore Barber moved, seconded by Council Member Kimbrough. Mr. Gardner stated the City Attorney has refined the Town of Hartsville's ordinance to meet our needs. It will give us a platform if someone is interested in bringing jobs to the City of Georgetown. City Council may enter into an incentive agreement with a person, firm or corporation providing for incentives in order to encourage and support the development of real property within the incentive area. Mayor Pro Tempore Barber pointed out this will provide a vehicle for economic growth and development. He said this is a great opportunity and will be administered with the most discipline and strict manner.

Mayor Scoville called for the question.

RESULT:	APPROVED [UNANIMOUS] Next: 12/15/2016 5:30 PM
MOVER:	Brendon M. Barber Sr., Mayor Pro Tempore
SECONDER:	Edward S Kimbrough, Council Member
AYES:	Scoville Jr., Barber Sr., Butts, Jayroe, Joseph, Kimbrough, Smalls

Council Member Butts inquired about the status of the Economic Development Director position. Mr. Gardner said there has been significant interest in the position. With the holidays approaching, the application period has been extended to accommodate the influx of additional candidates.

13. CITY ADMINISTRATOR REPORT

Mr. Gardner reported he and Mr. Tim Chatman met with the hurricane debris contractor. The first round pick up will be complete by next week. Residents will be informed December 11, 2016 will be the last day to place debris by the curb for the second pick up. We have received complaints of tree companies and landscapers dumping storm debris on City streets. Costs associated with Hurricane Matthew continue to be adjusted. We took a significant hit on our fiber, \$22,000 to \$24,000 for HTC to repair. We have been awarded a \$77,758 grant for the one mile walking trail in East Bay Park. The project must be completed by May 30, 2018. At the State of the Cities and County meeting yesterday, the Mayor and Administrator for the

Town of Andrews presented our City with an award for allowing their community to use our reserve trash truck in their time of dire need. Mr. Gardner presented this award to Mr. Chatman to be hung in the Public Works office. Mr. Will Cook's Water Department won the AWOP award for the tenth year. Our water standards are 10 times the allowable. The auditors have communicated they don't go to a single municipality where the finance reports are in better shape than Georgetown. Mr. Gardner said this is due to the leadership of Debra Bivens and her very competent staff. The Christmas party will be held December 9. Staff sold 300 plates of pileau to reduce the cost to the citizens of Georgetown. The ARB guidelines have gone out for bids. Five companies have responded and staff is in the process of being reviewed. The Christmas parade will be held December 3 at 11:00 am. The ULI project with zoning issues continues to move forward. Staff will travel to Charleston on Monday to meet with the firm retained to review our zoning. Mr. Gardner said he continues to meet with business owners concerning their frustrations with the sea/water rise on Front Street, specifically the 500, 800 and 900 blocks. He said the City needs to consider its responsibility and suggested bringing in the Army Corps and OCRM to conduct a workshop. The Bailey Bill will be discussed at the January Council workshop. The next Council workshop is scheduled for December 1, 2016 at 4:00 pm. Main Street design will be the topic of the meeting. There will be no workshop in February; the City Council retreat will be February 24-25, 2017. An heirs' workshop will be held this Saturday from 10am - 2:30pm at Greater Saint Stephens Church. Without the acquisition of property, SCDOT is not in favor of a traffic light at the intersection of Broad and Church Streets. They will allow a traffic light at the new fire station in Maryville, at the City's expense. The City has requested a dedicated crosswalk with a blinking light on Highmarket Street for children walking to school. The City has received a \$500,000 grant for the purchase of a new fire truck. Mr. Gardner thanked the Finance Department, the Fire Chief and Waccamaw Regional for their efforts in submitting the grant application. Once the backlog of work orders from the storm has been compiled Mr. Gardner will inform Council when work will begin on the Broad Street lights.

14. MINUTES

Motion to approve minutes of Regular Meeting dated October 20, 2016 and Special Meeting/Workshop dated October 27, 2016.

Council Member Jayroe moved, seconded by Council Member Joseph.

Mayor Scoville called for the question.

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

15. OLD BUSINESS

Council Member Butts noted that City Council was previously tasked with providing names for a subcommittee to address the R3/R5 ordinances within the West End: to review, update, implement and enforce the 2003 West End Redevelopment Plan. He provided a draft letter to Mayor and City Council proposing the names of 20+ individuals to serve on the subcommittee. He requested this be discussed at a workshop. Mayor Pro Tempore Barber said because he is an elected official he would have to excuse himself from serving on the committee. City Attorney, Elise Crosby, said there would be no conflict of interest if he is serving as ex officio. Council Member Smalls expressed concern that the presence of council members on the subcommittee would create a conflict of interest. "We need to go ahead and do something about it (the Plan) but I still feel that Council shouldn't be on it." Mayor Scoville stated, "We'll work on that."

16. NEW BUSINESS

No new business.

17. DEPARTMENT MONTHLY REPORTS

- A. October 2016 Georgetown Police Department Report**
- B. October 2016 Fire Report**
- C. October 2016 Public Works Department Report**
- D. October 2016 Fleet Services Report**
- E. October 2016 Electric Utility Department Report**
- F. September 2016 Water Utilities Report**
- G. October 2016 Water Utilities Report**
- H. October 2016 Engineering Report**
- I. October 2016 Housing & Community Development Report**
- J. October 2016 Court Report**
- K. October 2016 Finance & IT Departments Report**

18. EXECUTIVE SESSION

Motion to enter Executive Session pursuant to Section 30-4-70 (a)(1) to discuss appointment to the Planning Commission and appointments to the R5 sub-committee, and Section 30-4-70 (a)(2) to discuss litigation relating to sink holes.

Council Member Butts moved, seconded by Council Member Joseph.

Mayor Scoville called for the question.

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

The Regular Meeting was adjourned at 6:39 PM.

Motion to adjourn Executive Session and reconvene Regular Meeting.

Council Member Jayroe moved, seconded by Mayor Scoville.

Mayor Scoville called for the question.

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

Executive Session was adjourned and the Regular Meeting was reconvened at 7:21 PM.

Mayor Scoville announced no official action was taken in Executive Session.

19. CITY COUNCIL MAY TAKE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION.

20. APPOINTMENTS

Motion to appoint Mrs. Joan Schmid to the Planning Commission.

Mayor Scoville moved, seconded by Council Member Smalls.

Mayor Scoville called for the question.

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

Mr. Gardner stated he attended a heroin workshop last night. Department Heads continue to be creative and proactive. In December, our Fire Department EMTs will be equipped with Narcan Nasal Spray in the event they encounter an individual who has overdosed they can immediately provide aid. Often times the City arrives on scene before the ambulance.

Council Member Butts thanked Mr. Gardner for personally responding to Ms. Jackson's family concerning the water issue on Sims Street.

21. ADJOURNMENT

A. Motion to adjourn the Regular Meeting of City Council

Mayor Scoville adjourned the Regular Meeting of Council at 7:24 PM.

Ann U. Mercer
City Clerk

Date Approved: 01/19/17