



**SPECIAL MEETING/WORKSHOP OF CITY COUNCIL
SEPTEMBER 22, 2016 – 4:00 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 Carol R. Jayroe
Council Member Edward S. Kimbrough, Jr.
Council Member Clarence C. Smalls

MEMBERS ABSENT

Council Member Sheldon A. Butts
Council Member Al Joseph

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
Mr. Orlando Arteaga, Engineer
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. Glen Dixon, Fleet Superintendent
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
Chief Kelvin Waites, Georgetown Police Department

MEDIA

Georgetown Times - Mr. Max Hrenda

2. ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES

Mayor Jack M. Scoville, Jr. called the Special Meeting/Workshop of City Council to order at 4:00 PM and requested all cell phones or electronic devices be turned off or placed on mute so as to not interrupt the meeting.

3. EAST BAY PARK - KEVIN BARNES, MEAD & HUNT, INC.

Mr. Orlando Arteaga introduced Mr. Kevin Barnes with Mead and Hunt, Inc. the City's engineer of record for East Bay Park. Mr. Barnes updated Council on the progress of East Bay Park design. They have completed geotechnical analyses, a wetland delineation, taken care of all survey information and are at the preliminary design stage. The main concept is to provide two parking areas with a total of 57 (24 and 33) spaces for passenger vehicles and one parking area with 26 spaces for boats and trailers. A pervious pavement is proposed to allow the rainfall and runoff to go through the pavement into gravel area to an underground system. Rain guards would also allow for additional infiltration. An enhanced swell is being proposed for ditches in certain areas around the Park. There would be a system under the swell that would allow water to infiltrate to an under drain beneath. Mr. Barnes continued his presentation and said this is in anticipation of combating the tidal influence and low setting areas. It cannot be prevented but we can try to manage. Some situations will require tree removal. Input into the plan is needed from DOT and City Council before moving to the next step. Mayor Scoville asked about the dog park. Mr. Arteaga said there is space for a future dog park. Mr. Barnes stated this phase is placing the infrastructure and some demolition of the fields. Going forward, the design plans will account for the walking trail. Mr. Arteaga has developed conceptual plans for the proposed restroom; however, this is not included in the current budget. Discussions followed. Mayor Pro Tempore Barber expressed strong concern about the design of the restrooms for safety.

4. ECONOMIC DEVELOPMENT

Mr. Paul Gardner asked Council to consider the idea of a Georgetown Economic Development Board. Worst case scenario, if we need a new City Hall or Fire Station, the question would be where we get the money. We might need to go outside our borrowing authority of \$3.1 million, have this Authority take on the debt and the revenue stream would follow.

In order to increase economic development, the cities of Florence and Hartsville have developed enabling ordinances that create incentive packages. Mr. Gardner said the City needs to explore this; using public dollars to promote private business. Florence has been able to do this in some cases by proving the greater common good is worth the City's investment. Staff is researching this matter and will provide Council with sample ordinances from other municipalities. Currently, Georgetown has no incentives to offer. Council Member Smalls asked for an explanation concerning the Georgetown Economic Development Board. Mr. Gardner stated Williamsburg County built a \$30 million municipal complex and new jail. This was outside their borrowing authority so they created a Williamsburg County Economic Development Authority. The City Council becomes the Economic Development Authority. The entity receiving the lending and issuing the bonds is the Economic Development Authority for the City. It doesn't count against us in our borrowing limit as the City of Georgetown. If the Authority borrowed money and built a facility, we would lease it back from them; therefore, the revenue stream is guaranteeing the bonds.

A Public Hearing and first reading on the Bailey Bill fees will be held at the next Council Meeting, second reading will be held at the workshop. Second reading on the Bailey Bill ordinance will be held at the October regular meeting. In order to mirror the County's ordinance, the time has been shortened from 20 years to 8 years.

A workshop involving the USDA and Center for Heirs Property will be held October 22, 2016 from 10AM - 12 Noon at the Georgetown Police Department. USDA programs available to low and moderate income families as well as a direct loan program will be presented.

5. PURCHASING ORDINANCE

Mrs. Debra Bivens introduced Mrs. Daniella Howard, the City Purchasing Agent. Mrs. Bivens stated Council Member Jayroe inquired about amending the Purchasing Ordinance to incorporate some of the language included in the County's ordinance. A copy of the City's current ordinance addressing Local Vendors/Ties as well as the County's language was provided. Points to Consider include preference for entire County or City limits vendor, applicable to what purchase order dollar amount, and qualifications for local preference. After Council has had an opportunity to review the information the topic can be discussed at another workshop. The ordinance was last amended in 2010 and prices have continued to increase. Staff would like for Council to consider increasing the approval authority for the Administrator from \$15,000 to \$25,000. Mrs. Bivens stated, not per ordinance, all Change Orders are brought before Council for approval. The Ordinance states all Change Orders and Contract amendments shall be signed and approved by the City Administrator or his designee. Staff would like to uphold that process. Any Change Order above \$25,000 would require Council approval.

6. RESOLUTION

A. Motion to Approve Resolution to Commit Matching Funds of ten percent or \$2,500 for MASC Hometown Economic Development Grant for East Bay Park Parking and Drainage Improvements. The Submitted Grant is in the Amount of \$25,000.

Council Member Kimbrough moved, seconded by Mayor Pro Tempore Barber. Mrs. Bivens noted staff makes every effort possible to apply for as many grants as possible. This would be used for East Bay Park parking and drainage improvements and the City's match would be \$2,500. The grant application is due and ready for submittal by September 30.

Mayor Scoville called for the question.

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

7. HARBORWALK FIRE PROTECTION

A. Motion to Approve Bid and Payment to Coastal Structures Corporation in the amount of \$283,256.00 for the Harborwalk Fire Protection Project.

Council Member Smalls moved, seconded by Council Member Kimbrough. Chief Charlie Cribb said the City has bid this project four times. Previously \$150,000 was budgeted for the project; however, this amount will not cover the cost. A mandatory walkthrough of the boardwalk was conducted for bidders on the project. Because of the tide table, a four to six month time frame was given for completion. Council Member Kimbrough said the City is not in a position where we can afford not to do this project. Our boardwalk is at risk, boaters are at risk, residents of Front Street as well as the businesses are at risk. Mayor Pro Tempore Barber asked where the \$133,256 would come from. Mr. Gardner said "It will come from Fund Balance if we don't get the...we have cost savings potentially on the fire truck. Hopefully we'll hear on that grant so we have that cost savings. We had the debt millage approved for the \$800,000 truck to finance the \$600,000, so we should have enough money to cover this. From the cost savings on the grant we're gonna plow the \$130,000 back into funding this project." Mrs. Bivens said there is revenue from Fire Impact Fees but not enough. Mr. Gardner said if we receive the grant, we will save \$450,000. Council Member Jayroe said, "We have to do this." She never wants to take money out of Fund Balance but for this project she would. Council Member Kimbrough questioned the price not including flood or builder's risk insurance. Mrs. Bivens said we can use an installation rider insurance that would suffice instead of the builder's risk. This will be an addition to the Harborwalk, not construction of a new structure.

Mayor Scoville called for the question.

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

8. EXECUTIVE SESSION

Motion to enter Executive Session pursuant to Section 30-4-70(a)(2), SC Code, to receive legal advice related to pending lawsuits in the SF-11-1032 sinkhole claims.

Council Member Kimbrough moved, seconded by Mayor Scoville.

Mayor Scoville called for the question.

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

The Special Meeting/Workshop was adjourned at 4:42 PM.

Motion to adjourn Executive Session and reconvene the Special Meeting/Workshop.

Mayor Scoville moved, seconded by Council Member Jayroe.

Mayor Scoville called for the question.

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

The Special Meeting/Workshop was reconvened at 5:01 PM.

C. NO FORMAL ACTION WAS TAKEN IN EXECUTIVE SESSION

Mayor Scoville stated no formal action was taken in Executive Session.

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

9. ADJOURNMENT

Motion to adjourn the Special Meeting of City Council.

Mayor Pro Tempore Barber moved, seconded by Mayor Scoville.

Mayor Scoville called for the question.

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Brendon M. Barber Sr., Mayor Pro Tempore

SECONDER: Jack M. Scoville Jr., Mayor

AYES: Scoville Jr., Barber Sr., Jayroe, Kimbrough, Smalls

ABSENT: Butts, Joseph

The Special Meeting/Workshop was adjourned at 5:02 PM.

Ann U. Mercer

City Clerk

Date Approved: 10/20/16