SPECIAL MEETING/WORKSHOP OF CITY COUNCIL
JULY 27, 2017 – 4:00 PM
MUNICIPAL 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
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
Assistance Chief Brent McClellan, Georgetown Fire Department
Mr. Glen Dixon, Fleet Superintendent
Mr. Alan Loveless, Director of Electric Utilities
Mr. Rick Martin, Building Official/Zoning Administrator
Chief Kelvin Waites, Georgetown Police Department

ABSENT
Chief Charlie Cribb, Georgetown Fire Department
Mrs. Gloria Bromell-Tinubu, Economic Development Director

MEDIA

GAB News - Mr. Scott Harper

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.

Mayor Scoville moved Item 8 forward on the agenda.

3. EXECUTIVE SESSION

Motion to adjourn Special Meeting/Workshop and enter Executive Session pursuant to SC Code Sections 30-4-70(a)(2) to receive legal advice related to potential resolution of 2014-CP-22-0863.

Council Member Joseph moved, seconded by Council Member Kimbrough.

Mayor Scoville called for the question.

RESULT:	**APPROVED [6 TO 0]**
MOVER:	Al Joseph, Council Member
SECONDER:	Edward S Kimbrough, Council Member
AYES:	Scoville Jr., Barber Sr., Butts, Joseph, Kimbrough, Smalls
AWAY:	Jayroe

The Special Meeting/Workshop was adjourned at 4:01 pm.

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

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

Executive Session was adjourned and the Special Meeting reconvened at 4:36 pm.

Mayor Scoville announced no action was taken in Executive Session.

4. OLD BUSINESS

Motion to amend agenda to add an Old Business matter requested by Council Member Butts.

Council Member Butts moved, seconded by Mayor Scoville.

Mayor Scoville called for the question.

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

Mayor Scoville noted this will be added as the last item on the agenda.

5. HOUSING AND COMMUNITY DEVELOPMENT

A. Update on Outdoor Open Displays

Mr. Rick Martin presented information for consideration on a proposed outdoor open display ordinance. Pictures were provided of several businesses displaying merchandise which staff would like to curb so the items would be neatly placed against the building under a porch or awning. Mr. Matt Millwood explained the overall intent is to help declutter merchandise people are trying to sell outside their business. Large stores over 30,000 square feet have special areas designed for this. That area must meet certain criteria. This ordinance will help to enhance the corridors. He asked for direction from Council. After some discussion, it was noted first reading of the ordinance would appear on the August agenda.

6. FINANCE

A. Motion to Approve a Reimbursement Resolution to reimburse the City, from Bond Proceeds, Costs Associated with Electric System Improvements.

Council Member Smalls moved, seconded by Council Member Joseph. Mrs. Debra Bivens explained this Resolution will allow the City to be reimbursed for costs associated with the Peak Shaving Generation Project and other electric system improvement expenses incurred prior to the completion of financing.

Mayor Scoville called for the question.

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

7. ENGINEERING

A. Motion to approve bid and to make payment to CP&G for the construction of bathroom facilities at East Bay Park for a not to exceed amount of $220,500.

Council Member Joseph moved, seconded by Council Member Kimbrough. Mr. Orlando Arteaga stated two bids were received. CP&G was the lowest qualified bid. This is the company that performed work at Ben Cooper Park. The facilities will be located north of the new proposed parking lot near the sewer pumping station.

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

B. Motion to approve the payment of $52,190.54 to Coastal Structures Corporation for Change Order # 1 related to the new Fire Station 2 project.

Council Member Joseph moved, seconded by Council Member Butts. Mr. Arteaga explained the Change Order includes price increases from budget estimates to actual competitive pricing based on completed drawings. There were three trades affected by these pricing changes; truss installation and sheathing, plumbing and electrical. In addition, this Change Order provides for an adjustment in the contract substantial completion date which is revised to February 14, 2018. Also, this includes the installation of underground electrical conduits and pull string for parking lot lights that were not included in the original estimate. Mr. Gardner stated this was anticipated and not a surprise. Council approved up to $2 million for the project. Council Member Jayroe stated the budget is $2 million and if there are other expenses, we will have to cut back to prevent a cost overrun. When asked, Mr. Arteaga said he had no reason to question the costs. Council Member Smalls agreed with Mrs. Jayroe and questioned why the City should be responsible for these costs. Mr. Arteaga said this is a design build project where the architect and contractor work together adding and/or removing things in order to stay within the budget. The design is complete and he does not anticipate any more charges.

Mayor Scoville called for the question.

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

8. CAPITAL PROJECTS UPDATE

Mr. Alan Loveless reported on ongoing and upcoming projects. * The Peak Shaving Generation project is ongoing. Contracts/purchase orders are in place for equipment ($2.2 million) and construction ($1.8 million). He hopes to be online by the end of April 2018. With Santee Cooper's proposed wholesale power rate increases the project will be more valuable in the near future. * New projects include the Front Street underground infrastructure upgrades. The goals are to replace existing underground primary, secondary and service conductors; replace transformers/enclosures with standard voltage padmount transformers and relocate or elevate transformers to mitigate effects of flooding. A Request for Qualifications for engineering will be sent out in August and plans are to award the engineering in September, after which staff will coordinate customer information meetings. The construction contract will be awarded in February. * Samples of LED street lights are being acquired and will be installed for evaluation and input. Installation contract should be awarded in October. This year the project will be focused on the West End. * When the Broad Street streetscape was performed last year, the project engineer removed the decorative lights out of the last two blocks of the project between Highmarket and Front Streets because of opposition from a couple of customers. Once the project was complete, City Council asked staff to consider completing the last two blocks. A survey was mailed to the 21 property

owners in the two blocks; 14 were returned, 11 in favor, 3 opposed, 7 no response. Ten additional poles/lights will be needed at an installed cost of $20,000. This is not included in the current budget. Council's consensus was to move forward and complete the project in this year's budget. Council Member Butts asked Mr. Loveless about underground utilities in the foreseeable future. Mr. Loveless said more customers want underground for their service end. New developments typically want underground service. It is more expensive and developers are expected to contribute some of the cost of installation. It is becoming more prevalent but is not our standard installation. Mr. Butts said this is something Council could project in the future with budgets to come. Mr. Gardner stated a systems engineer position is included in the current budget and within the next two years the goal is to have a total analysis of our electric grid, where it is vulnerable and what needs to be updated. When asked, Mr. Loveless said the underground services are typically performed in-house. If there is an existing overhead service and the customer wants to convert, there is some cost to the customer. Council Member Kimbrough asked about the number of unfilled positions. Mr. Loveless stated there has been an in-house promotion to line crew supervisor and interviews are being conducted this week for line technicians.

Assistant Fire Chief Brent McClellan reported the Fire Department is excited about the new fire truck and new Fire Station 2. The truck is currently in the proposal stage; proposals are due by August 7. There is a slight wait period on the grant and possibly a 6% price increase from last year but still within the budget. The approximate cost of the fully equipped truck is $800,000. Fire Station 2 site construction began April 17, 2017, building construction began July 10 and the substantial completion date is February 14, 2018. The original contract was $1,849,725. There is a $52,190.52 Change Order, pending City Council and USDA approval. Status update meetings are held monthly.

Mr. Will Cook updated Council on **(1)** Phase I N. Congdon, Highmarket, Lynch and Duke Streets drainage construction project and **(2)** Phase II N. Congdon Street, CSX drainage construction project. There is a Change Order because of CSX requirements. Staff is in discussions concerning engineering changes. These projects may start in mid to late August. **(3)** The North Water Tank, which will replace the old city hall tank, will be located behind Georgetown Middle School. This project is currently out for bids. Staff hopes to bring a recommendation to Council at the September council meeting; $2.05 million is budgeted. This is a year-long project and should be completed in 2018. **(4)** The Kaminski Street and Heyward Street water main are two separate projects but are being combined for engineering purposes. Heyward Street is 500 feet long and will be an in-house project. Kaminski Street project will be from Hawkins Street to Emanuel Street. Plans are to install a new 6 inch water main under the sidewalk. Staff is preparing a RFP for engineering services on this project; $355,000 is budgeted for both projects. **(5)** Wastewater Treatment Plant Phase 2 construction is the last consent order project. Plans are to have the last upgraded SBR online in September. This will be a month-long process and is under budget at $2.5 million. **(6)** Wastewater Treatment Plant

Disinfection Modifications; engineering should begin this fall with construction to follow in 2018. **(7)** SCADA Upgrades are needed and should begin this year. This is the water and sewer computer system. **(8)** West End Sewer project; engineering and initial evaluation of the system is planned for 2017. The 2017-2018 budget is $435,000. Plans are to apply for a Community Development Block Grant. The actual repairs and upgrades will take place in 2018-2019 and will cost $3 million. **(9)** Historic District Water project; engineering is planned for this year and construction will be in 2018-2019. The current budget is $75,000 for engineering. Construction in next year's budget will be $1.8 million. **(10)** Storm Drainage Study; $60,000 is in the current budget. The estimated cost is $250,000. Plans are to gather all information in the spring and complete the study in the 2017-2018 budget.

Mr. Orlando Arteaga informed Council the East Bay Park boat trailer parking construction ($565,000) is scheduled for this fall, with a 90-day completion schedule. * Construction of the bathrooms ($210,000) will start this fall to be completed in 100 days. Conventional plumbing fixtures will be used in the bathrooms. * All permits have been received for the East Bay Park walking trail and bid documents are being finalized. * Constitution Park bulkhead; plans are to hire an engineer this fall to design the replacement of the bulkhead and construction to begin in the spring of 2018. This is subject to DHEC and Army Corps of Engineers. * Georgetown County is on track with the new tennis courts at East Bay Park. A time line was provided with September 25 as a possible Notice to Proceed date. * In the summer of 2016 the City received the engineer's feasibility report on the East Coast Greenway Bike Path which was presented to Council. The bike path was a link along the entire east coast from Maine to Florida. Because it does present some challenges in parts of the City, Mr. Arteaga's proposal is to begin a pilot project in both the Historic District and West End District, beginning with a loop around East Bay Park, down Prince Street across Fraser Street on to Hazard Street extending to International Paper Company. The engineer's report has many more segments which are very expensive. For a relatively low cost we can use preexisting roadways and signage for bike paths. Should the path be located on Prince Street parking could be a potential issue. The estimated cost is $600,966; no funds are included in the current budget. GSATS has allocated $600,000 for the project. If Council decides to go forward with the project we can pursue these funds. Paul Gardner noted there is a 25% match to this grant. He said the funds were allocated several years ago and the City needs to make a decision this year. GSATS wants to release some of the money to others if we are not using the funds. Council Member Jayroe said we do not have city streets we can block off for bike paths…it would be nice to use a portion of the money to construct a bike path around East Bay Park. Council Member Joseph stated if we cannot tie it into the East Coast Greenway, there are too many other projects we need to do. * SCDOT is moving ahead with the Black River Road Widening Project. Construction is planned in the spring of 2020; however, there are concerns with the issue of the Oak tree removal. Sidewalks are planned for both sides of the road, which would involve sacrificing 6 or 7 large Oaks. Discussions followed.

Mr. Tim Chatman spoke to remodeling the City restrooms on Front Street. Plans are to use the most efficient commercial grade fixtures to accommodate public use. The project will start after the Wooden Boat Show with completion mid to late November.

9. ADMINISTRATION

A. Discuss proposed changes to FOIA Policy and Fees.

Mr. Paul Gardner provided a draft copy of the amended Freedom of Information Act Public Request Policy. It conforms to changes made by the state legislature earlier this year. Once approved by Council the online version of the Policy will have links provided to the State Statute, fillable forms and fee schedule. Also provided was a copy of the proposed updated forms and fee schedule. These amendments will be presented to Council for approval.

OLD BUSINESS

Council Member Butts stated three months ago the Planning Commission voted no to rezone the steel mill and their recommendation was presented to City Council. He said Council has taken no action on this and asked what position City Council is going to take in reference to the recommendation. Mayor Scoville said first reading of the proposal will be on the agenda for the August meeting. Negotiations are ongoing with representatives of Liberty House, he (Mayor) met with them yesterday. Plans are to work out something that is agreeable with them and present to Council in August. Council Member Butts stated "On July 8th the steel mill also made us aware that they were gonna attempt to retrieve incentives from federal, state and local level." He asked if the City has been in contact with THE steel mill. Mayor Scoville said county and city officials met yesterday with representatives of Liberty House and the Grant Thornton Group. Incentives they are seeking are from the County and State, not the City. They are meeting today with the State Department of Commerce to discuss possible incentives from them. Mayor Scoville said he personally wants a commitment that city residents will be hired, as much as possible. Also the process that generates 'red dust' is a concern. He thinks Council should go forward with the rezoning and use it as a bargaining tool. We need to be positioned in the future if the mill fails again, and have zoning in place.

10. ADJOURNMENT

Motion to adjourn Special Meeting/Workshop of City Council.

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 Special Meeting/Workshop was adjourned at 5:50 pm.

Ann U. Mercer
City Clerk

Date Approved: 09/21/17