



**SPECIAL MEETING/WORKSHOP OF CITY COUNCIL
JUNE 27, 2019 – 4:00 PM
MUNICIPAL COURTROOM
GEORGETOWN, SOUTH CAROLINA**

1. CALL TO ORDER

Notice of this meeting has been made in accordance with the South Carolina Code of Laws as amended.

MEMBERS PRESENT

Mayor Brendon M. Barber, Sr.
Mayor Pro Tempore Rudolph A. Bradley
Council Member Sheldon A. Butts
Council Member Tupelo Humes
Council Member Carol R. Jayroe
Council Member Al Joseph
Council Member Clarence C. Smalls

ALSO PRESENT

Mr. Carey F. Smith, Interim City Administrator
Mrs. Elise Crosby, City Attorney
Ms. Stephanie Buccione, City Clerk
Mrs. Suzanne Anderson, HR Manager
Mr. Orlando Arteaga, Engineer
Mrs. Debra Bivens, Director of Finance
Mr. Tim Chatman, Streets and Sanitation Manager
Mr. Will Gunter, Water Utilities Director
Chief Charlie Cribb, Georgetown Fire Department
Mr. Alan Loveless, Director of Electric Utilities
Ms. Angela Rambeau, Director of Planning and Community Development
Mr. Isaac Williams, Fleet Superintendent

ABSENT

Chief Kelvin Waites, Georgetown Police Department

MEDIA

Georgetown Times - Mr. David Purtell
GAB News - Mr. Scott Harper

2. ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES

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

3. PLANNING AND COMMUNITY DEVELOPMENT

A. Discuss Revisions of Ordinance for Mooring Buoys.

Mr. Carey Smith presented Ms. Angela Rambeau to discuss revisions to the ordinance for Mooring Buoys. Ms. Rambeau stated they are looking for direction on several items such as who can buy them, how many can be leased to one person at a time, how much should be charged, and who is going to be the Harbor Master. Council Member Jayroe stated that most Mooring Buoys are generally short term leased through a marina. She suggested reaching out to one of the marinas on the waterfront to see if they had interest in serving as a Harbor Master. Mayor Pro Tempore Bradley stated short term leasing would be in the best interest of the City. Council Member Joseph stated that Mooring Buoys should be leased out to boats in transient and for short periods of time to generate revenue for the City and A-Tax dollars. Mayor Barber suggested Ms. Rambeau and her staff gather estimate costs, revenue returns, daily maintenance and operations costs, and what percentage would be acceptable to the Harbor Master for managing the Mooring Buoys.

B. Discuss information on dilapidated housing in the West End.

Council Member Smalls asked Ms. Rambeau for an update on the dilapidated housing situation in the West End. Ms. Rambeau explained the numerous steps that are involved in the process. She stated they have identified approximately thirty houses city wide and have communicated to the property owners. Four of the houses will be taken down by the property owner and the others are in various stages of the process. Discussions followed. Council Member Smalls asked if more action can be taken now by the City. Ms. Rambeau and Mr. Smith confirmed that the City has enforcement on staff and they have been issuing citations and sending out letters to maintain their property such as mowing the lawn. Council Member Smalls expressed that the ordinance needs to be updated and strengthened to allow the City to be more active. Ms. Rambeau and Mr. Smith asked Council Member Smalls to meet with them to discuss further. Discussions followed.

4. ELECTRIC UTILITIES

A. Discussion of Solar Rates.

Mr. Alan Loveless stated that a few years ago the State of South Carolina passed a law requiring large utilities to set up policies and rates to allow customers to install generation using renewable sources on their side of the meter. Solar panels on rooftops would be the most popular source in our area. Municipality utilities are exempt from the law. Mr. Loveless stated that he has had some serious inquiries about it over the past year including Coastal Carolina University. The concept is that it enables the customer to reduce the energy they have to buy from the utility, however, the surplus energy will flow back onto the utility system. This is called a parallel operation. The utility must compensate the customer for energy that flows back to the utility. Mr. Loveless explained the different methods possible to compensate the customer. One option is to pay the customer the same energy rate that the customer pays the utility. Mr. Loveless suggested to read meters twice a month to measure the amount of energy

in both directions. The customer would pay the same rate they have always paid. The City would pay the same rate to the customer as the City pays to Santee Cooper and other providers. Instead of netting out kilowatts, the dollar amount would be netted out. Mr. Loveless proposed to pay customer \$0.045/kwh and the customer would pay the normal rate for energy. Mr. Loveless stated that billing would need to be manual and a \$50/month service charge would need to be passed to the customer. Mr. Loveless stated that this would be an interim rate for FY2019/20. There may be some concern with zoning issues and would need to be discussed with Planning & Community Development. Discussions followed.

5. ADMINISTRATION

A. Discuss 2 proposed personnel policy changes.

Mrs. Suzanne Anderson presented changes to two policies in the City employee handbook. The first is in regards to the Education & Tuition Reimbursement Policy. Mrs. Anderson stated that it should be more apparent that if there is not money in the budget, an employee cannot request tuition reimbursement. Tuition reimbursement is a benefit and if the budget could not allow it, it would be cut from the budget for the fiscal year. A written request for tuition reimbursement would be required and submitted to the Department Head and Human Resources for approval prior to enrolling in any classes. Mrs. Anderson proposed to remove the section of the current policy that states an employee can take education leave without pay. A maximum reimbursement of \$2,000 per fiscal year per employee should be added to the policy. She stated the employee work agreement should be extended from six months to one year once an employee takes a course that the City reimbursed. If employment is terminated prior to a year, the employee may be required to reimburse the City. The second proposed policy change is in regards to Inclement Weather. Mrs. Anderson stated there are times when the City has closed offices due to inclement weather or emergencies defined by the SC Emergency Management Division. During these emergencies, non-essential employees whose departments are closed may utilize general leave or compensatory time for hours missed from work. The City may advance compensatory time to employees who do not have sufficient leave to cover their absences. If employees have enough time, they will be required to use their own general leave or compensatory balances first, unless there are extenuating circumstances. Any advanced compensatory time will need to be made up by the employee. Any hours made up that are over forty hours in a work week will be credited as time and a half. The City will determine the date that the advanced compensatory time will need to be made up by for each event that occurs. If the advanced compensatory time is not made up by the date determined by the City, the remaining negative balance will be deducted out of any newly accrued general leave in the employee's balance. If a non-essential employee chooses not to report into work due to weather but the City's offices are open, they will be required to use their own general leave or compensatory time or take unpaid time. Discussions followed.

B. Discuss Paid Parking program and citation fees for overdue parking.

Mr. Carey Smith presented information from a study that was done in November 2016. There are a total of 651 parking spaces in the downtown area. 424 spaces along Front Street and 227 spaces off Front Street. After the consultants accounted for seasonal changes, they determined the effective parking supply is a surplus of 135 parking spaces. The Hotel will need approximately 100 parking spaces. Mr. Smith said a discussion with the Hotel in regards to their plan for their parking needs to happen now before their lease expires in five years. Mr. Smith stated there is a need for a Paid Parking Program and enforcement to carry out the program. Mr. Smith proposed to increase the citation fees for overdue parking. Mr. Smith stated the fees collected from the citations would fund the enforcement of the Paid Parking Program. Discussions followed.

C. Discuss financial plan for City Hall.

Mr. Carey Smith stated that the proposal is \$325 per square foot for construction of the new City Hall. Mr. Smith said there are some options to offset some of the costs that include land sales and borrowing money. Mr. Smith stated there is a need for a space needs analysis. Mr. Smith expressed the concern to move forward as the cost to construct a new City Hall will continue to increase over time. Mayor Barber confirmed the project should move forward.

D. Discussion of Black River Rd project

Mr. Orlando Arteaga presented information regarding the Black River Road Widening Project that is being done by SCDOT. Mr. Arteaga stated that this is also a GSATS project. Mr. Arteaga said that SCDOT has reported that engineering work is underway and ROW acquisition will start during the summer of 2019. The anticipated construction bid date is October 2020. Mr. Arteaga pointed out the scope of work and referenced maps of the project area. Mr. Smith stated there could be an Electric Utility relocation fee of up to \$200,000 that would be an expense to the City. The Water and Sewer would be covered under the State. Mr. Smith referenced the proposed agreement from SCDOT will be sent to the City Attorney for review and revisions.

6. ADJOURNMENT

Motion to adjourn the Special Meeting/Workshop of City Council.

Mayor Pro Tempore Bradley moved, seconded by Council Member Butts.

Mayor Barber called for the vote.

RESULT:	APPROVED [6 TO 0]
MOVER:	Rudolph A. Bradley, Mayor Pro Tempore
SECONDER:	Sheldon A. Butts, Council Member
AYES:	Barber Sr., Bradley, Butts, Jayroe, Humes, Smalls
AWAY:	Joseph

The Special Meeting/Workshop was adjourned at 6:25pm.

Stephanie Buccione
City Clerk

Date Approved: 08/15/19