



**SPECIAL MEETING/WORKSHOP OF CITY COUNCIL
MAY 27, 2021 – 4:00 PM
MUNICIPAL COURTROOM
2222 HIGHMARKET ST.
GEORGETOWN, SOUTH CAROLINA
AND LIVESTREAM:**

<https://www.facebook.com/cityoftown/>

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

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.
Council Member Tupelo Humes
Council Member Carol R. Jayroe
Council Member Al Joseph
Council Member Hobson H. Milton
Mayor Pro Tempore Clarence C. Smalls

MEMBERS ABSENT

Council Member Jonathan Angner

ALSO PRESENT

Dr. Sandra E. Yúdice, City Administrator
Mrs. Elise Crosby, City Attorney
Ms. Stephanie Buccione, City Clerk
Mr. Nick Ard, IT Technician
Mr. Orlando Arteaga, Engineer
Mr. John Barfield, Director of Finance
Chief Charlie Cribb, Georgetown Fire Department
Mr. Will Gunter, Water Utilities Director
Mrs. Gladys Rutledge-Livingston, Human Resources/Risk Manager
Mr. Alan Loveless, Director of Electric Utilities
Deputy Chief William Pierce, Georgetown Police Department
Ms. Natrona Simmons, Public Works Office Manager
Mr. Isaac Williams, Fleet Superintendent

2. ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES

Mayor Brendon M. Barber, Sr. called the Special Meeting of City Council to order at 4:00pm and requested all cell phones or electronic devices be turned off or placed on mute, with the exception of first responders, so as to not interrupt the meeting.

3. NEW CITY OF GEORGETOWN WEBSITE PRESENTATION

Mr. Nick Ard said we are working with a team that has been working with government websites and is managing other cities in our area. Mr. Ard said we are developing our own in house video footage from a drone to include on the new website. Mr. Ard reviewed new features such as an alert box that can be used for weather emergencies or any other important information. Mr. Ard reviewed menu options and stated how photos of the City will be featured on all of the pages to emphasize the beauty of our City. Mr. Ard reviewed consolidations and updates that will be made from our existing web page to give it a modern clean look. Mr. Ard said each department will have a liaison for updating information for their section of the website. Dr. Yúdice said the Council's portion of the website will be standardized for each Council Member and a new bio form will be sent out to be completed. She said this new website will be linked to the Georgetown Business Association's website. She asked Mr. Ard to explain the privacy of City Employee's names and contact information. Mr. Ard said to reduce fraud, direct contact names, phone numbers, and email addresses will be removed from the new website and the information will be general such as HR Director to keep it simple. Dr. Yúdice said there will also be a media request section on the new website. Discussions followed.

4. DISCUSSION OF UTILITY ROUND-UP PROGRAM

Dr. Yúdice explained if Council is interested, she would like staff to research and develop a voluntary program for residents to round up their utility bill. The way it would work is if a resident's utility bill is \$50.51 it would be rounded up to \$51.00 and the excess \$0.49 paid will be put into a fund to assist qualified residents who need assistance to pay their utility bill. Mayor Barber said to move forward and bring the information back to present at a future workshop.

5. VIRTUAL PRESENTATION OF CLASS AND COMPENSATION STUDY BY WILLIS HR CONSULTING

Ms. Jada Willis interviewed and reviewed job descriptions of city employees that included 130 filled positions and Department Heads. She said they completed the comp and class analysis for each position. Ms. Willis said she reported their findings to the HR Manager and the City Administrator. Ms. Willis said the financial analysis was submitted and reviewed with the Finance Director, the HR Manager, and the City Administrator. Ms. Kelli Long presented a high level summary of the recommendations discussed with the Finance Director, HR Manager, and the City Administrator. Ms. Long stated compensation analysis was compared to the market band and recommendations were based on that information. She said goals were discussed in both long and short term measurements. Ms. Long recommends a

compensation structure is updated regularly and the implementation structure and length of time to implement the recommendations would be based on the budget.

6. ADJOURNMENT

Motion to adjourn the Special Meeting of City Council.

Council Member Joseph moved, seconded by Council Member Milton.

Mayor Barber called for the vote.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Al Joseph, Council Member
SECONDER:	Hobson H. Milton, Council Member
AYES:	Barber Sr., Jayroe, Joseph, Humes, Milton, Smalls
ABSENT:	Angner

The Special Meeting adjourned at 4:44pm.

Stephanie Buccione
City Clerk

Date Approved: 06/17/21