

## **MINUTES**

A Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, February 9, 2016, at 6:15 P.M., with Mayor Bill Young presiding.

**PRESENT WERE:** Mayor Bill Young, Council Members: Jimmy Syfrett, Paul Siegel, Tom Lohr, Bobby Bonds, James Broderick and Judy Bridge. City Manager Jeff Molinari, City Clerk Betty Hudson, and City Attorney George Cone were also present. There were approximately 8 persons present in the audience.

There being a quorum present, Mayor Young called the meeting to order and welcomed everyone to the meeting. Council Member Syfrett gave the invocation, and Council Member Broderick led the pledge of allegiance to our flag.

### **PUBLIC INPUT ON AGENDA ITEMS:**

No public comments or questions were received on agenda items.

### **APPROVAL OF THE MINUTES:**

Upon motion of Council Member Bridge, seconded by Council Member Broderick, the following minutes were unanimously approved by Council as presented:

1. Minutes of the December 16, 2015 Work Session on the I-95 Business Loop Project.
2. Minutes of the January 12, 2016 Public Hearing and Regular Meeting.
3. Minutes of the January 26, 2016 Regular Meeting.

### **OLD BUSINESS:**

There was no Old Business before Council.

### **NEW BUSINESS:**

1. Ordinance # 2016-01, An Ordinance to Amend Appendix A, Meetings of Council; Section 2.201, Meetings, Places; Open to Public, of the Code of Ordinances of the City of Walterboro, South Carolina, First Reading

City Manager Molinari briefed Council that this proposed ordinance would change our meeting schedule for City Council from the second and fourth Tuesday of each month to the first Tuesday of each month. The meeting time and location would not change, but we would change from twice a month to once a month. He explained that there may still be a need for Council to call special meetings from time to time to conduct City business.

A motion was then made by Council Member Bonds, seconded by Council Member Syfrett, to give first reading approval to Ordinance # 2016-01, to change the meeting date for City Council from the second and fourth Tuesday each month to the first Tuesday each month. At this point, the Mayor stated that this also gives us the opportunity to have work sessions on the other Tuesdays if we need. It also frees us up maybe to be more involved with the Southern Carolina Alliance, which often has meetings the same time as our meetings. We can always call a special meeting if the workload gets too heavy or if there is something that needs immediate attention. This is something that we want to try and we'll go forward with that.

The motion then passed with all Council Members voting in favor.

**MINUTES/Page II**

2. Discussion of the Potential Uses of CDBG Funds

City Manager Molinari reminded Council that on January 12, 2016, Ms. Kim Mullinax of Lowcountry Council of Governments was here to conduct a public hearing for CDBG priorities for the next funding cycle. At our retreat, a week and a half ago, Council had some discussion about our priorities for the coming year. Based on those conversations, the CDBG priority list is essentially the same as it was last year, which is:

1. Public Infrastructure
  - Improvements to Wastewater Treatment Plant
  - Upgrade of water and sewer lines as needed
  - Other projects as identified
2. Community Enrichment
  - I-95 loop project
  - Adaptive reuse of existing structures
  - Demolition of properties that are attractive nuisances
  - Others as identified
3. Multiple Activity Neighborhood Improvement Projects
  - North Lemacks Street
  - Other neighborhoods as identified
4. Special Projects as identified
5. Economic Development Projects as identified

Mr. Molinari pointed out that the top three (3) priorities would be eligible for funding. He asked for Council's favorable consideration of the CDBG prioritization list.

A motion was made by Council Member Siegel to approve the CDBG prioritization list as submitted by the City Manager. Council Member Broderick seconded the motion that passed unanimously.

3. Request to Place Purple Ribbons Downtown on April 18, 2016 to the Week of May 23, 2016 for the Relay for Life Celebration Event

A motion was made by Council Member Broderick, seconded by Council Member Bridge to approve the request to place purple ribbons downtown on April 18 through May 23, 2016 for the Relay for Life Event. The motion passed unanimously.

4. Consideration of Reappointments to Boards and Commissions

Next, City Manager Molinari informed Council that many board and commission members terms expired in January of this year. We reached out to those board members and several members have indicated that they would like to continue to serve on their respective board/commission.

City Manager Molinari then read the list of those persons who wished to continue to serve on their respective board/commission, after which a motion was made by Council Member Syftett to approve the reappointment of Boards and Commission Members as presented by the City Manager. Council Member Lohr seconded the motion that passed with all members voting in favor. The reappointments to the Boards and Commissions were as follows:

**MINUTES/Page III**

**Accommodations Tax Board**

Alta Mae Marvin was reappointed for a 3-year term expiring January, 2019.  
Susan McConnell was reappointed for a 3-year term expiring January, 2019.  
Charlie Sweat was reappointed for a 3-year term expiring January, 2019.

**Historic Preservation Commission**

Sherry Cawley was reappointed for a 2-year term expiring January, 2018.  
Lucille Powers was reappointed for a 2-year term expiring January, 2018.  
Benjamin Cook was reappointed for a 2-year term expiring January, 2018.

**Planning Commission**

Jack Jackson was reappointed for a 4-year term expiring January, 2020.

**Tree Protection Committee**

Calvin Bailey was reappointed for a 2-year term expiring January, 2018.  
Mitzi Carter was reappointed for a 2-year term expiring January, 2018.  
Robert Wilkinson, III was reappointed for a 2-year term expiring January, 2018.

5. Acceptance of Resignation of George Feild from the Economic Development Commission

A motion was made by Council Member Bonds to accept the resignation of George Feild from the Economic Development Commission. Council Member Broderick seconded the motion. All in favor. None opposed. Motion Carried. The Mayor then said, we have accepted his resignation with appreciation for his service.

**CITY MANAGER'S REPORT:**

2016 Strategic Planning Retreat

City Manager Molinari then gave the following highlights of the 2016 Strategic Planning Retreat which was held on January 29-January 30 at the Wampee Conference Center in Pinopolis, South Carolina.

Mr. Molinari stated that the annual retreat was attended by City Council, the City Manager, City Attorney as well as the facilitator, Dr. Jon Pierce which began on Friday afternoon with a presentation by the City Manager. In the afternoon, the facilitator led City Council through a number of issues that were identified in the 2014 and 2015 retreats and went through each item one by one. He either checked some things off which had already been completed or discussed some things that still needed to be addressed.

The conversation/discussion on Friday afternoon set the stage for the discussion on Saturday morning and into the afternoon. Basically, what the discussions lead us to was we boiled down all conversations into six different priority issues being:

1. Business Development
2. Substandard Buildings
3. Annexation
4. Police Body Cameras
5. Entry Ways
6. City Boards and Commissions
7. Other Considerations

Mr. Molinari then gave a brief description of each identified priority issue as follows:

**MINUTES/Page IV**

1. Business Development

On the Business Development side, we focused more on the commercial and retail sector and talked about taking a closer look at our permitting process and potentially revising the process as needed to make it more friendly for people doing business with the City. We also discussed the possibility of having a City employee that would work with prospective businesses and walk them through the process that they need to get going. We also talked about potentially assisting owners of vacant buildings in securing new tenants.

2. Substandard Buildings

These are buildings that are currently not up to code. We looked at doing an inventory of vacant buildings; identifying and prioritizing the buildings that are in the worse condition, focusing on them, and also paying particular attention to the boundaries of the City and the different entrance ways in trying to enhance those areas.

3. Annexation

Mr. Molinari stated that there was a lot of discussion about closing what we refer to as "doughnut holes." Doughnut holes are areas that are surrounded by the City, but are not inside the City, and they don't receive City services. From a service delivery standpoint, it can cause confusion. South Carolina is a very strong property rights state. There are no avenues that allow municipalities to unilaterally annex areas that are surrounded by the City. So, it's challenging on many fronts. We also talked about putting together information for different enclaves or doughnut holes that we target to explain to the property owners the benefits of coming into the City - what the cost implications would be.

4. Police Body Cameras

Mr. Molinari further stated that we talked a lot about Police Body Cameras. The Police Chief has been working on this for some time. In fact, his department has been testing out some different body cameras and Chief Marvin will be coming to City Council in the next couple of months with a recommendation on the best company to outfit the department with cameras.

5. Entry Ways

Under Entry Ways, we asked the question, what is the first thing that people see when they come into Walterboro and what kind of impact does that have upon the impression that they have of Walterboro? So, we looked at clearing brush, removing trash, coordinating with the County from a Code Enforcement standpoint to try and enhance those areas, because from an economic development standpoint, the better impression that we create for people coming into the city, that is going to benefit both the city and the county.

6. City Boards and Commissions

Under Boards and Commissions, we talked about developing a detailed manual for the different boards and commissions that outlines their specific roles and responsibilities. We also talked about further exploring and defining the role of the City's Economic Development Commission.

**MINUTES/Page V**

7. Other Considerations

In conclusion, Mr. Molinari noted that Council also talked about other items which included looking at the number and location of City polling places for the next election, and revising the ordinance specifying the number and date of City Council meetings.

Mayor Young thanked the City Manager for his report.

There being no further business to consider, a motion to adjourn the meeting was made by Council Member Bridge, seconded by Council Member Bonds and passed unanimously. The meeting adjourned at 6:50 P.M. Notice of this meeting was distributed to all local media and posted on the City Hall bulletin board at least twenty-four hours prior to meeting time.

Respectfully,

Betty J. Hudson  
City Clerk

**APPROVED: February 23, 2016**