

## **MINUTES**

A Public Hearing and Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, March 22, 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 18 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:**

There were no public comments or questions on agenda items.

### **PUBLIC HEARING:**

The Mayor then announced a public hearing, duly advertised, to receive comments/questions on Ordinance # 2016-01, being 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. The Mayor announced that this is an ordinance that would change our meetings to one meeting a month on the first Tuesday of each month. He then opened the floor to receive any comments or questions. No comments or questions were received and the public hearing was closed.

### **PRESENTATION:**

1. Conceptual Plans for Discovery Center for Walterboro Wildlife Sanctuary, Mr. Rob Montgomery, Montgomery Architecture & Planning, Inc.

Mr. Rob Montgomery of Montgomery Architecture & Planning firm appeared before Council to give a summary of the conceptual plans for the Discovery Center for the Walterboro Wildlife Sanctuary. Mr. Montgomery informed Council that his firm is located in Beaufort, South Carolina, and that he was hired by the Friends of the Great Swamp Sanctuary (FROGS) Committee to look at converting 100 South Jefferies into the Discovery Center for the Walterboro Wildlife Sanctuary. He explained that he was hired to help establish a program and adopt it to the property in the Highway Commercial District along South Jefferies Boulevard. The building is an existing former car dealership which sits on about 1.5 acres of land and touches South Jefferies Boulevard and Klein Street on the west side. The building is about 6,500 square feet and is composed of approximately 2,300 hundred square feet in what had been a showroom and offices. A little over 4 feet down from the floor level is 4,200 square feet which was the service area for the auto dealership. He then showed Council photographs of the current building.

Mr. Montgomery indicated that the service area in the building is a nice wide open space, which could be adopted for use and could handle a good number of people. He stated, in looking at the project, what we primarily looked at from the standpoint of programming was to establish a Discovery Center that would educate residents and visitors about the Walterboro Wildlife Sanctuary and also have information services for surrounding environmental treasures in the Lowcountry. We also looked at it from the standpoint of a community venue to better connect

**MINUTES/Page II**

Walterboro citizens to the Walterboro Wildlife Sanctuary and also be a rental place for town functions and for maybe weddings, a venue that you might be able to lease out.

Mr. Montgomery informed Council that a survey was done of the property and the property falls approximately 30 feet from South Jefferies down to Klein Street. In looking at it, we thought we would try and use that grade change to establish an amphitheater. We also did site measurements of the building and we have a good idea of what the structure looks like. It is a sound structure, but there is one area in the southwest corner that has some foundation problems that would need to be addressed. Overall, I think the building adapts itself well to the program. From the standpoint of site development, what we looked at was establishing some parking. We have about 26 parking spaces shown. We show a one-way road through from South Jefferies Road to Klein Street, so that traffic flow would be simple and not congested at the intersection at South Jefferies. As far as the amphitheater, the plan is that we would have the area double as picnic space or a park setting if there is not a function happening in the amphitheater. We would also have an amphitheater stage set up.

On the adjoining County parking lot, there is a stand of nice significant trees that we thought we might try and marry with to frame the amphitheater and give some coverage on the site. We are about 1200 linear feet from the Sanctuary's West Washington Street trail head, so the idea was that we would try and develop a trail that would take us to that trail edge and establish it coming from the Discovery Center.

As far as the plan is concerned on the interior, we thought we would leave the original showroom essentially as is, and that would offer 3 different exhibit areas for both permanent and traveling type nature-based exhibits that would be educational for the Wildlife Sanctuary. Then to make up the difference in floor level, we would establish a ramp that would take you around. We could have displays built in to the wall as that ramp circles around. We have established that the stage area could be used for displays and venues to take advantage of this exhibit hall that we will establish in the area that was the original service center. We have bathrooms proposed to build on the exterior along with an elevated stage that would be on the west side of the building and also front the lawn from the east side, so if there was inclement weather, things could happen on that open covered area. Then, it would link to the interior through the existing garage door. So, we do have bathrooms that would service the amphitheater, as well as new bathrooms that we could bring into the interior of the building. We would also have a warming kitchen. The estimated cost that we have associated with this for the site, the building, soft costs associated with the project, which would be annual fees and also fixtures and furnishings and the amphitheater would be in the neighborhood of \$1.5 million.

Council Member Broderick then asked what would be the seating capacity for the amphitheater. Mr. Montgomery responded, we think that in the formal area, there would probably be room for about 250 people. Then this lawn would be elevated up behind that, so it could spill out into the lawn and into the trees and it could even double the capacity.

Mr. Broderick then asked what would be the capacity in the garage area. Mr. Montgomery responded, with tables and chairs, you could seat about 150 people, and if it's just chairs, you can pump that up to maybe 200 people.

Mayor Young reminded that the numbers on the amphitheater are not written in stone. It is before Council now for suggestions and to see where you want to go with this. More discussion was held on the amphitheater.

Council Member Siegel then asked Mr. Montgomery if he thought the project could be done in stages. Mr. Montgomery responded, I think that once you got into

**MINUTES/Page III**

the building, you'd have to go with one phase to do the building construction, but I think the amphitheater is designed in such a way and situated on the site that it could easily happen independent of the building construction and independent of a good bit of the site work. Right now, the entire eastern portion of site in front of the building is paved. So, this scheme would remove some of that pavement for the landscaping. So, if the amphitheater was put in place, you could still have access from both ends of the property. If that were constructed first, it would not interfere with the building phase of the project.

Council Member Syfrett then thanked the FROGS Committee for getting this project up to this point. He said, I know you met a lot hours to get us up to this point.

Mayor Young then said, I think that the Committee is at a point where they are handing this over to Council and they have given us a conceptual plan. Then it would be up to staff and Council to develop it into what we actually want it to become. Moultrie Plowden who is the chair of the FROGS Committee also had a hospital board meeting tonight and could not be here.

Former Mayor Charlie Sweat, also a member of the FROGS Committee, commented that he felt this was a good presentation. He said, one of the things that Mayor Young had talked about at our meeting was the fact that if we went ahead and put the amphitheater in, it would not necessarily mean that we would have to go ahead and put in the bathrooms at the same time. We could probably put portalets right there off of Klein Street to service the amphitheater if we needed it. This is similar to what we do when we have the Rice Festival portalets placed on Lucas Street.

Mayor Young then thanked Mr. Montgomery for coming to give the presentation. He said, and we will be in touch, I am sure. You helped us a lot and we really appreciate it.

No action was taken by Council on this agenda item and was accepted as information.

**APPROVAL OF THE MINUTES:**

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

1. Minutes of the February 23, 2016 Regular Meeting.
2. Minutes of the February 26, 2016 Special Called Meeting.
3. Minutes of the March 3, 2016 Special Called Meeting.

**OLD 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, Second Reading and Adoption

The Mayor stated that this is the ordinance that we had the public hearing on earlier in the meeting to change the meeting time and number of meetings per month. He then entertained a motion to adopt said ordinance.

A motion was made by Council Member Bonds, seconded by Council Member Lohr, giving Second Reading and Adoption to Ordinance # 2016-01, being 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. The motion passed unanimously.

**MINUTES/Page IV**

The Mayor pointed out that City staff spends a lot of time working on the agenda preparing for each meeting. This will take some of the burden off of them, and we will still have other Tuesdays for work sessions or for special meetings if we need to call them. We can always call an extra meeting and tend to business. It probably means that our one meeting will be longer than some of our meetings have been when we have two meetings a month, but we will try this and see how it works. We can always change it if it does not work, but we think that it will be better for staff and for us too, as far as business goes. This will also allow us some extra time. The thought of moving the meeting to the first Tuesday is that first Tuesday is already designated for meeting time for the County, and since everything else has to revolve around these meetings, that if we have them on the same night, then it opens up time for us to be involved in other things, like Southern Carolina Alliance, rather than put us on two separate Tuesdays where we knocked two days out that can't be used.

**NEW BUSINESS:**

1. Resolution No. 2016-R-01, Designating April 2016 as Fair Housing Month, and Approval of the Annual Nondiscrimination Policy

A motion to approve Resolution No. 2016-R-01, Designating April 2016 as Fair Housing Month, and Approval of the Nondiscrimination Policy was made by Council Member Broderick, seconded by Council Member Siegel and passed unanimously.

Mayor Young then read the Fair Housing Month Resolution No. 2016-R-01 in its entirety into the record. A copy of the resolution and annual nondiscrimination policy are attached as part of these minutes.

2. Resolution No. 2016-R-02, A Resolution Authorizing Submission of a Clean Water Application to the South Carolina Water Quality Revolving Fund Authority in the Amount of \$1,000,000 to Finance the Costs of Upgrading the Wastewater Treatment Plant

City Manager Molinari told Council as you are aware, staff has been working on this project for some time, and in the past year we have secured a \$2,040,000 grant from EDA, as well as a \$500,000 grant from the Rural Infrastructure Authority. He stated that the projected cost of the wastewater treatment upgrade is about \$3.4 million, and we are looking at about an \$860,000 shortfall. You will notice in the resolution that the loan is for \$1,000,000. This is simply to give us a little bit of a cushion in the event that the construction costs are more than the engineer's estimate. This number will ultimately be adjusted when it comes time to close on the loan, but this will make up the shortfall and this will be a low interest rate loan somewhere below two percent (2%). This is what we will need to get this project started and this is one of the requirements of the application that City Council pass a resolution.

A motion was made by Council Member Siegel to adopt Resolution # 2016-R-02, Authorizing the Submission of a Clean Water Application to the South Carolina Water Quality Revolving Fund Authority in the Amount of \$1,000,000 to Finance the Costs of Upgrading the Wastewater Treatment Plant. Council Member Syfrett seconded the motion. In discussing the motion, Council Member Bridge asked about the 2% loan. She asked, do we get into that for a certain number of years and can it be paid off early without penalty. City Manager Molinari and Finance Director Amy Risher noted that the City could secure the loan for 10, 15 or 20 years. Mayor Young then asked the City Manager, have you figured out what the yearly payments on those are going to be. Mr. Molinari responded that staff is reconciling that right now with the fiscal year 2016-2017 Utility Budget, and that will be included when we hold our first budget workshop.

**MINUTES/Page V**

The motion then passed unanimously. A copy of said Resolution is attached as part of these minutes.

3. Consideration of Quote by Graves Water Services in the Amount of \$26,900 to Repair Water Supply Well # 9 Located on the Cracker Barrel Property along Interstate I-95.

City Manager Molinari told Council that a memo and supporting documentation were included in the agenda packet from Utilities Director Wayne Crosby. He informed Council that supply well # 9 had to be taken out of service because of a failed submersible pump. Graves Water Services removed the pump and motor from service and installed a temporary pump. The cost of the repair is \$26,900 and it will take approximately three (3) weeks to complete. The charges for the rental are quite pricey; it is \$2,500 a month which would amount to \$30,000 annually. The 2015-2016 Utility Budget has sufficient capacity to absorb the \$26,900 cost to repair. He said, staff recommends that we accept Graves Water Services quote for \$26,900. Our Utilities Director Wayne Crosby is here if Council has any technical questions about the request.

Mayor Young then asked Wayne Crosby, when we looped that water line out there a few years, did that not go out far enough to Cracker Barrel or are they working off the loop line now? Utilities Director Wayne Crosby answered that the City has access to the distribution system at the 17/63 interchange, but it does not supply the bare minimum for flow and fire protection, and that is when that well went out of service.

A motion to approve the recommendation to hire Graves Water Services to repair the Water Supply Well #9 from their quote was made by Council Member Siegel and seconded by Council Member Syfrett. In discussing the motion, Council Member Bridge asked if the pump had been removed and are we paying rental now. City Manager Molinari answered affirmatively. Council Member Siegel then asked is it necessary to publish bids on something like this? City Manager Molinari answered that there is a provision in the procurement code for emergency purchases, which I could authorize and go back to City Council for approval. Just with the timing of this, it was coincidental and Wayne had brought this to my attention. This is why it is in front of you this evening.

Mayor Young then asked how long will it take them to repair the well. Utilities Director Wayne Crosby answered, ordering the repair parts and putting it back together will take three (3) weeks. He stated that Grooves has agreed to forgo any rental charges if we approve this thing and give it to them by the end of this month.

The motion then passed with all members voting in favor.

4. Recognition of Certificate of Awards Received by the City of Walterboro Finance Department and Director Amy Risher

City Manager Molinari stated it is a pleasure to recognize the City's Finance Director and Finance Department for three (3) certificates that the City has received. The three (3) certificates received were: Certificate of Achievement for Excellence in Financial Reporting to the City of Walterboro, Award of Financial Reporting Achievement to the Finance Department and Award of Financial Reporting Achievement to Amy J. Risher, Director of Finance and Administration.

City Manager Molinari told Council that this is the fourth consecutive year that the City has received this designation from GFOA, and it represents a lot of work by

**MINUTES/Page VI**

Amy and her staff. I think this speaks very well of the department and the City's finances.

The Mayor then congratulated City Finance Director Amy Risher.

5. Request to Hang a Banner Announcing Crime Victim's Rights Week on April 1-8, 2016 by Denise Pinckney, Crime Victim/Witness Advocate

A motion was made by Council Member Bonds, seconded by Council Member Broderick to approve this request as submitted. The motion passed with all members voting in favor.

A memorandum from Ms. Pinckney states that the Police Department will hold a candlelight vigil for crime victims and survivors on April 4 at City Hall at 6:00 p.m.

6. Request to Hang Banner from May 1-20, 2016 for Relay for Life Event, Marilyn Bazzle, Co-Chair

A request to hang a banner across Jefferies Boulevard announcing the Relay for Life Event was unanimously approved on the motion of Council Member Bridge, seconded by Council Member Broderick and passed unanimously. The banner would be placed from May 1-20, 2016.

7. Request to Close Street for Annual Cubmobile Race on April 23, 2016 from 12:00 Noon to 5:00 P.M. by Ms. Denise Godley-Givens & Ted Remley, Boy Scouts Pack 686

A motion was made by Council Member Bonds, seconded by Council Member Broderick to approve the request to close the streets for the Annual Cubmobile Race on April 23, 2016 as submitted. The motion passed with all members voting in favor. The Mayor announced that this would be held on Forest Hills Road by Rizer Chevrolet down that hill.

8. Request for Street Closings and Use of Parking Lot for the Annual Downtown Walterboro Criterium Pro-Cycling Classic on May 4, 2016

A motion was made by Council Member Siegel authorizing street closings and use of the City Parking Lot for the Annual Downtown Walterboro Criterium Pro-Cycling Classic on May 4, 2016 according to the letter regarding the specific plans. Council Member Bridge seconded the motion that passed unanimously.

**COMMITTEE REPORTS:**

There were no Committee Reports given.

**CITY MANAGER'S REPORT:**

There was no City Manager's Report given.

**EXECUTIVE SESSION:**

The Mayor then entertained a motion to enter into an Executive Session. Council Member Bonds So Moved and Council Member Broderick seconded the motion. All in favor. None opposed. Motion carried. The Mayor announced that the meeting will convene into an Executive Session for:

- 1) A discussion regarding the development of security devices - Police body cameras and security cameras, and for

**MINUTES/Page VII**

- 2) A discussion of negotiations incident to proposed contractual arrangements for the I-95 Business Loop Project.

At approximately 8:37 p.m., a motion was made by Council Member Bridge to exit Executive Session and return to Open Session. Council Member Siegel seconded the motion. All in favor. None opposed. Motion carried.

The meeting returned to Open Session and no action was taken as a result of the Executive Session.

There being no further business to consider, a motion to adjourn the meeting was made by Council Member Broderick, seconded by Council Member Bonds and passed unanimously. The meeting adjourned at 8:38 P.M. Notice of this meeting was distributed to all local media and posted on the City's website and the City Hall bulletin board at least twenty-four hours prior to meeting time.

Respectfully,

Betty J. Hudson  
City Clerk

**APPROVED: April 5, 2016**