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City of Walterboro

242 Hampton Street

Walterboro, South Carolina 29488

Mailing Address:

Post Office Box 709

Walterboro, South Carolina 29488-0008

Walterboro City Council

Regular Meeting

June 6, 2017

City Hall

6:15 P.M.

A G E N D A

I. Call to Order:

1. Invocation.
2. Pledge of Allegiance.

II. Public Input on Agenda Items:

III. Public Hearing:

1. Ordinance # 2017-04, An Ordinance Adopting the City General Fund Budget for Fiscal Year 2017-2018 and Matters Relating Thereto.
2. Ordinance # 2017-05, An Ordinance Adopting the City Enterprise Budget for Fiscal Year 2017-2018 and Matters Relating Thereto.

IV. Presentation:

1. Seeking Volunteers in Colleton County - Carly Fountain - American Red Cross, Lowcountry SC Chapter.

V. Approval of Minutes:

1. Minutes of the April 4, 2017 Work Session, 2017-2018 Budget (Minutes attached).
2. Minutes of the April 4, 2017 Regular Meeting (Minutes attached).
3. Minutes of the May 2, 2017 Public Hearing and Regular Meeting (Minutes attached).
4. Minutes of the May 9, 2017 Special Called Meeting (Minutes attached).

VI. Old Business:

1. Ordinance # 2017-04, An Ordinance Adopting the City General Fund Budget for Fiscal Year 2017-2018 and Matters Relating Thereto, **Second Reading and Adoption** (Ordinance attached).
2. Ordinance # 2017-05, An Ordinance Adopting the City Enterprise Budget for Fiscal Year 2017-2018 and Matters Relating Thereto, **Second Reading and Adoption** (Ordinance attached).

VII. New Business:

1. Consideration of Canceling the July 4, 2017 Regular City Council Meeting.
2. Consideration of Contract with SAFEbuilt to Provide Building Inspection Services for the City of Walterboro.
3. Consideration of Memorandum of Agreement Between the City of Walterboro and the Marine Corps Air Station (MCAS) Beaufort, SC for Mutual Aid Support (Agreement attached).
4. Consideration of Extending City Manager's Contract through June 6, 2020.

VIII. Committee Reports:

IX. City Manager's Report:

1. Carolinas Cycling Association Regional Criterium Championship - June 17, 2017.
2. Award of Brownfields Assessment Grant.

X. Executive Session:

1. Receipt of Legal Advice:
 - a. Financial Policies.
 - b. Wastewater Treatment Plant Upgrades.
 - c. I-95 Business Loop Project, Phase 1C/1D.
2. Potential Purchase of Property.
3. Personnel Matters:
 - a. Appointment of City Judges.
 - b. Appointment of City Attorney.

XI. Open Session:

1. Council May Take Action on Matters Discussed in Executive Session.


XII. ADJOURNMENT.

AFFIDAVIT OF PUBLICATION IN The Press and Standard

PERSONALLY appeared before me, William B. Moore, who being duly sworn, says that he is the publisher of The Press and Standard, published on Thursday of each week in Walterboro, County of Colleton, State of South Carolina; that the notice, of which a printed copy is hereby attached, was published in The Press and Standard for **One (1)** issues, and publication commencing on May 18, 2017 and ending on May 18, 2017.

SWORN to before me
 this 24 day of May, 2017
Roxanna McCull (L.S.)
 Notary Public for South Carolina
 Commission Expires 6-4-22

William B. Moore
 William B. Moore



PUBLIC NOTICE
HEARING ON MUNICIPAL BUDGET

Pursuant to Section 6-1-80 of the S.C. Code of Laws, public notice is hereby given that Walterboro City Council will hold a public hearing on the municipal budget for the 2017-2018 fiscal year.

Date: Tuesday, June 6, 2017
Time: 6:15 P.M.
Location: City Hall Council Chambers, 242 Hampton Street

Current Fiscal Year Revenue	Projected Revenue 2017-2018	Percentage Change in Revenue	Current Fiscal Year Millage	Estimated Millage for 2017-2018
\$6,747,382	\$7,023,211	+3.93%	86.0 Mills	86.0 Mills*
Current Fiscal Year Expenditures	Projected Expenditures 2017-2018	Percentage Change in Expenditures		
\$6,747,382	\$7,165,211	+5.7%		

*Estimated Millage Equals \$.0880 per \$1,000 of Assessed Property Value.

The City of Walterboro does not discriminate on the basis of disability status. Anyone needing reasonable accommodations, auxiliary aids or services to participate in the public hearing should contact the City Manager's Office 843-782-1010 at least 72 hours in advance of the meeting date.

AFFIDAVIT OF PUBLICATION
IN
The Press and Standard

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SWORN to before me

this 24 day of May, 20 17
Ratuma McCaul (L.S.)

Notary Public for South Carolina

Commission Expires 6-4-22


William B. Moore



**PUBLIC HEARING
NOTICE**

Walterboro City Council will hold a public hearing on Tuesday, June 6, 2017 at 6:15 P.M. in City Hall, 242 Hampton Street, to receive public comments on the following proposed ordinance:

Ordinance # 2017-05, An Ordinance Adopting the City Enterprise Budget for Fiscal Year 2017-2018 and Matters Relating Thereto.

A copy of the proposed ordinance is available in the City Manager's Office at City Hall, 242 Hampton Street. Written comments may be mailed to the City Manager, P.O. Box 709, Walterboro, SC 29488 and must be received prior to the public hearing. Please call the City Manager's Office (843-782-1010) for additional information or for disabled persons needing auxiliary aids. Please give at least 24 hours notice if auxiliary aids are required.



**American
Red Cross**

Palmetto South Carolina Region
Lowcountry South Carolina Chapter
2424-A City Hall Lane
North Charleston, SC 29406
843-764-2323

Volunteers Needed in Colleton County and Surrounding Areas

The Lowcountry South Carolina Chapter of the American Red Cross is in need of volunteers and is inviting the community to learn more about opportunities to provide Red Cross services to friends, neighbors, and others affected by disasters. The Red Cross relies on generous volunteers who give their time and talent to help fulfill our lifesaving mission. Whether helping one displaced family or thousands, providing care and comfort to an ill or injured service member or veteran, or teaching others how to respond in emergencies, it's through the efforts of ordinary people that the Red Cross can do extraordinary things. Volunteers constitute about 90 percent of the total workforce to carry out our humanitarian work.

By volunteering with the American Red Cross, you can truly make a difference in a variety of ways. Valued volunteers help us with our lifesaving work each and every day. The vital work of the Red Cross is made possible by people in the local community who contribute their unique backgrounds, talents and skill levels. You will see and experience the impact that you are making in the lives of families right here in Walterboro and surrounding areas.

Volunteers with the American Red Cross can set flexible schedules in volunteer positions that appeal to their specific skills or interests. There are many ways people can get involved, and we are looking for diverse volunteers of all ages and skill levels.

Locally, the Red Cross has a need for Disaster Action Team volunteers and Shelter Volunteers. The Red Cross is especially in need of volunteers that can be trained to be part of the Disaster Action Team. These teams are the volunteers who go out at all hours to help families who have lost everything in home fires and other disasters.

Disaster responses happen at all hours, every day of the year. Although most Red Cross disaster responses are for home fires, the organization also responds to the emergency needs of those affected by other disasters such as floods, tornados, and wind and ice storms. Often, people are left with nothing but the clothes on their backs and a profound trauma. The volunteers provide resources, referrals to further assistance and emotional support to those affected, ensuring they have food, shelter and a sense of hope.

Working in a shelter, you are able to help people during what could be one of the most stressful times of their lives. When people come to a shelter they are usually upset and worried about what awaits them at the shelter and what they will find when they are able to return home.

Shelter volunteers open and operate shelters, providing a safe, warm, dry place for their neighbors during a disaster. These volunteers assist with registration, setup of sleeping areas, feeding, connecting families with resources to begin their recovery, and sharing of important information. You'll be helping people from your community during a disaster – reassuring them, keeping them safe, feeding them, making them as comfortable as possible, and sometimes wiping away tears.

To volunteer, visit [redcross.org/volunteer](https://www.redcross.org/volunteer) and apply. You may also contact Carly Fountain, Volunteer Services Manager, at (843) 480-4247 or carly.fountain@redcross.org.

Walterboro City Council
Work Session
April 4, 2017

MINUTES

A Work Session on the Fiscal Year 2017-2018 Budget was held by Walterboro City Council at City Hall on Tuesday, April 4, 2017 at 4:00 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 along with Assistant Lindsey Peterson were also present. There were approximately 5 persons present in the audience. It was noted that Budget Committee Member Judy Bridge was present. Budget Committee Chairman Tom Lohr was absent at the beginning of meeting, but arrived a few minutes later.

There being a quorum present, Mayor Young called the meeting to order and entered into the budget committee work session.

The Mayor then recognized the City Manager Jeff Molinari. Mr. Molinari then gave the following highlights of the Fiscal Year 2017-2018 Budget. A budget summary sheet was provided to all Council Members.

The City Manager noted that this has been an especially challenging budget year. The City has had to deal with some unfunded mandates from the state - most notably with state retirement. There has been a lot of discussion about business license which would be at the very least a little disconcerting, given the proposed legislation. We have over a half a million-dollar impact on our general fund. With that being said, all of our department managers did an excellent job of putting their budgets together. When we started out with this process over a month ago, we were about \$1.9 million out and we were able to get that down to a balanced budget. I especially want to recognize our Finance Director Amy Risher. Amy has done an outstanding job putting everything together, with numerous phone calls and questions from myself.

Mr. Molinari then stated that he would start with the budget summary. He said, if Council has any questions, you can just stop and I will do my best to answer those questions. A budget summary sheet was provided to all Council Members. The City Manager then gave the following highlights of the 2017-2018 budget.

1. The total City Budget is \$11,417,611.
2. The General Fund Budget is \$7,303,511.
3. There will be no property tax increase, no business license rate increase and no water or sewer rate increases.
4. Health Insurance premiums on the employer's side will increase by 2.5%.
5. At the request of the auditors, the City has moved some things around in the budget and you will notice that retiree insurance used to be under the Reserve Accounts, and that has been moved to each respective department that has a retiree.
6. There is an anticipated 2% increase in South Carolina State Retirement contributions. The budget that came out of the State House shows that the state will be picking up 1%. We are looking at significant increases in state retirement over the next 5 years, which we are going to have to absorb.
7. From the employees' standpoint, the employee's share of the state retirement system is going to be increasing by .34% and being capped at 9%. Then, the employee's share for the PORS (Police Officer Retirement System) will be increasing by .51% and being capped at 9.75%.

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8. Included in the budget is a proposed 1% cost of living adjustment for City employees.

The City Manager then gave the following details for each City department budget:

Mayor and City Council: Status quo.

City Manager: We have the addition of an Assistant City Manager position.

Finance: We will complete the renovations to 300 Hampton Street, as well as SC ORBET moving from the reserve account. If you will remember, SC ORBET is the trust that we are required to put money into each year to fund our liability for providing post retirement benefits.

Public Works: We are proposing to purchase a new grapple truck for yard debris collection. We are using a 2008 truck, and what we are going to be proposing is to do a lease purchase similar to what we had done with a sanitation vehicle that we purchased a couple of years ago and the fire pumper which we recently took delivery of.

Planning and Development: We will contract out Building Inspection Services.

Police Department: We plan to purchase 2 new police vehicles. One will be a patrol car and one admin vehicle. We are looking at having a certified police officer do Code Enforcement, which will actually save the City a position. If you will remember, when Angelo was doing code enforcement, he was also doing our building inspections. So, his time was split between both of those functions.

Judicial: Status quo.

Fire: New Air Purification Compressor (FEMA Grant). If you will remember, those of you who went to Washington, one of the things that we talked to the congressional staff about was a FEMA Grant that we have in place. Our air purification compressor for our self-contained breathing apparatus is 30 years old and is in dire need of replacement. Since we are applying for a grant, when you look at our revenues, we are actually showing that as revenues. We are trying to purchase it through a grant. If the grant doesn't work out, then we will have to explore another option.

Sanitation: Status quo.

Parks: We are looking at purchasing a tractor package. This is specifically for cutting the steeper areas along the interstate and mile outs. Also, the general obligation bonds for the park improvements which were done a few years ago used to be in a section named Non-Departmental. Our auditors have recommended doing away with that. So, you will see an increase in the Parks Department budget, and that's for the G.O. bonds.

Tourism: We make an annual contribution of \$6,000 to the Chamber of Commerce. That has been moved from Non-Departmental.

Water: We are looking at purchasing new radio read meters. We are also looking at making repairs to the waterfall.

Utility Support: As you are aware, we just signed the paperwork on the financing for the improvements to the Wastewater Treatment Plant.

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Sewer: Status quo.

Sewer Support: Sewer System investigation. One of the ongoing issues that we have had with our sewer lines is infiltration and aging infrastructure. One of the things we need to continue to do is to explore our lines. What this will pay for is the engineering to do that, and that will open the door for us to secure grant funds. Wayne Crosby and I met with Michelle Knight about a month ago to talk to her about securing grant fund sources to continue to update our sewer lines and engineering is one thing that is not provided for in the grants. That being said, that is something that the City can use as a City match for any grants that we apply for.

Mr. Molinari then asked if there were any questions on the budget summary sheet?

A question was raised by Council Member Bonds. He asked what is the significance of moving the Tourism budget from Non-Departmental. He said, when I look through this budget book, it looks like a lot of things may have gotten moved around in the budget this year, like electricity charges and some other things. What's up with the moving around of items?

City Manager Molinari responded, with the Non-Departmental, that was simply a result of a recommendation that we received from our auditor, discouraging the use of that designation, but there were a number of different things that we put under that. As far as the electricity cost, that's simply putting it under the department that is responsible for that expense. For example, we had certain facilities that weren't run by Public Works, but the electricity costs were under the Public Works budget, and it is simply a more accurate reflection of the expenses related to that particular operation.

The City Manager then gave a brief summary of the following funds. He stated, as we go down through each department's budget, you are going to see some increases on the expenditure side. The budgets are: City Council, City Manager, Finance, Public Works, Planning and Development, Police and Judicial, Fire, Parks, and Tourism. Also, you can see under Non-Departmental and Reserve Accounts, we had both of those in the last budget, and as you can see those have been zeroed out.

General Fund Balance

We are looking at using some of our fund balance to pay for some of our capital needs. We have roughly \$74,000 in police vehicles, \$33,000 in a new tractor and \$25,000 to complete the renovations to 300 Hampton Street.

If you will recall from the last audit, our fund balance was right about 50%. If this budget were to be approved as submitted, it will take the fund balance down to about 48% and change. Also, I have asked Amy to run some revenue and expenditure projections through the end of this fiscal year and we are looking really good this year. In fact, there were a few items that were originally submitted in the budget that we are going to be able to do this year, if approved. A good example of that is on tonight's meeting agenda, and that is constructing a new lattice at the waterfall, which is in very bad condition.

Council Member Bridge then asked a question about repeatedly going into the fund balance to get department levels up to where it needs to be. She asked, do we have a master plan or master schedule from the department heads to know exactly what it takes to get them into good operational status, so that we are planning ahead and don't have to keep going into the general fund balance?

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The City Manager responded, that is a good question, and as a matter of fact, I am in the process of working on that right now to put it into a form that will be easily readable for me and the rest of City Council. A couple of weeks ago, Amy compiled all that information for me. That's exactly what we need to do in terms of our long term planning. So, yes we are working on that. We hope to have that done in the next couple of weeks.

Council Member Siegel then asked, what is the City's debt to equity ratio? I know it's now below 50%, but what was it several years ago, Bill, was it much higher? Mayor Young responded, we have taken it down over the years for one thing or the other. You will remember, at one point, we were self-financing all of our equipment rather than borrowing money to purchase it. Several years ago, we changed from that to doing lease purchase type things.

City Manager Molinari then answered Council Member Siegel's question. He said, in 2012-2013, our fund balance was 39%. In 2013-2014, it was 55%. In 2014-2015, it was 64%. For the last audit, 2015-2016, it was 50%.

Mayor Young then pointed out that we have also taken the salaries of people who work in the revenue generating departments so that their salaries actually come out of those revenue generating areas instead of coming out of our regular budget. They used to come out of the City's general budget, and now we have adjusted that so that, like water and sewer, they pay the salaries, which gives us a way to utilize those funds without actually going in and taking funds from that to balance the budget.

Utility Fund

Mr. Molinari stated, if you will remember last year, we moved Sanitation over because the revenue from that comes from a user fee. You will see when we get into the details of revenue that our utility fund is in good shape. We are running a viable operation. As you are aware, we talked at length at our retreat about our short term and long term needs in both water and sewer. With that being said, as you are aware, we have among the lowest water and sewer rates in the state, and we are still able to operate a viable system.

Enterprise Fund

The Enterprise Fund has made a transfer to the City's General Fund probably from day one, and that is a common practice, but something that we have been very cognizant of, especially in light of a court case a few years ago with the City of Columbia. One of the best practice recommendations that they are making is to develop a transfer policy. Amy and I have been working on that policy and hope to have that and bring that before Council in May. What that will do is protect the City in the event that someone was to challenge those transfers. We can document every penny that is being transferred from the Enterprise Fund to the General Fund, but what I wanted to show you here is a five-year history of budgeted Enterprise Fund transfers and actual transfers. You will see in 2013-2014, we budgeted almost \$1.3 million in transfers and we transferred that exact amount. The following year, we budgeted \$1.1 and we ended up only transferring \$1,050,000. The following year, we budgeted \$1,106,000 and the actual transfer was \$841,000. In 2016-2017, we budgeted \$954,207, and our projected transfer is \$700,000. In this budget we are projecting an \$883,000 transfer. The reason why I share that with you is exactly what the Mayor had alluded to is what we are trying to do to the best of our ability is to reduce our dependency on that transfer. I am not sure we can ever wean ourselves off of that transfer, but that being said, you can see that we are making some real progress there. Also, what that shows is our general fund revenues have been pretty strong, and we haven't had to transfer as much as we had anticipated.

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Mayor Young then asked if electric cities were able to transfer money from their electric revenues into their general fund balance and use it? Is that like a problem that we have with our utility? City Manager Molinari responded, it is perfectly legal, but like I said, it is definitely in our best interest to adopt a transfer policy. One of the things that we will have in there will be as detailed as personnel costs that are related to the utility. Say, for example, that 30% of my time is spent dealing with water and sewer, then 30% of my salary, fringe benefits - everything, we can count toward that. The same would go for Amy. There are a couple of different things that we can do, but with the numbers that Amy has run, we are very comfortable in that.

When questioned by Council Member Bridge about the breakdown for the time spent on water and sewer, Finance Director Amy Risher stated that this breakdown would be included in the budget when presented for First Reading in May. Mayor Young asked if this breakdown would be included for every employee who spends a portion of their time in one of those utilities? City Manager Molinari responded that this is just to protect ourselves.

Council Member Bonds asked that the job title for Public Safety Director be corrected. We do not have a Public Safety Director, but we do have a Police Chief.

The City Manager then gave the highlights of the revenue section of the budget as follows:

Property Tax Revenue

At this point, the City Manager stated that the property tax revenue has gone up incrementally. We are projecting at the end of the year, it would be at \$1.7 million and that's what we are recommending.

Fines and Fees

Under Fines and Fees, we are projecting \$200,000.

Mayor Young then asked, what does a mill generate for the City nowadays? Mr. Molinari responded, I would say depending on collections, between \$20,000 and \$25,000. Mayor Young responded, it has gone up some over the years. It's not a very big amount. A county mill generates a whole lot more.

Mr. Molinari responded, as you are aware, unfortunately the General Assembly has said how far you can raise property taxes. It's a combination of the CPI and your growth rate, which for us, makes it extremely difficult.

State Shared Revenue

This is \$116,000. As you are aware, the General Assembly has not totally funded the Local Government Funds since 2008. I don't see that ever changing. At this point if we can stay at \$116,000, I am happy. I would love to have that additional \$38,000 but I am not going to bank on that.

State A-Tax

As you are aware, the state imposes a 2% accommodations tax, and pursuant to state law, the first \$25,000 goes to the General Fund and then another 5% also goes to the General Fund. We have seen those numbers creep up a bit as well. It has in fact, increased as a result of tourism activity.

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Business License Revenue

We have some new businesses that are going to be coming on board next year - the Hampton Inn, the Cookout Restaurant, and Kentucky Fried Chicken. Provided the General Assembly doesn't do anything to us, we are looking really good.

Franchise Fee Revenue

This is the 5% that we get from SCE&G, Palmetto Telephone and Comcast for our cable service. That has been fairly level, and we are anticipating \$760,000.

Permitting Fees

We are anticipating \$40,000 in permits.

Miscellaneous Revenue

We are anticipating \$18,104.00 in miscellaneous revenue. This is primarily derived through interest and various fees that the Planning Department charges.

At this point Mayor Young asked if the Municipal Association collects some of the franchise revenue or is that somewhere else? Mr. Molinari responded that is listed under Business License.

Solid Waste Collection Fees

This will be reflected in the Enterprise Fund.

Local Option Sales Tax Revenue

We track that very closely. We get two checks every month from the Department of Revenue. Every month Amy provides me with a summary of our activity. From what I have seen in general is that we've seen an uptick in that, which is good. That is a direct reflection of what is going through our cash registers.

Victim Assistance Fund

This is paid for out of assessments on tickets. It is not a tremendous amount of money. It doesn't even cover our cost of having a Victims Advocate.

Utility Fund

Now, we have already talked about the transfer from the utility fund - the \$882,007.

Grants

Reimbursable Grants. I mentioned the FEMA grant for the self contained breathing apparatus. We also have a grant application for some additional body cameras.

Local Hospitality Tax

We have a transfer from our Local Hospitality Fund in the amount of \$155,000 and our Local Accommodations Tax of \$90,000. The Local Hospitality Tax, we have bumped that up \$65,000. We have sufficient capacity in there to make that transfer. We will be doing a transfer policy for that as well.

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Water and Sewer Revenue

We are looking really good. You will see an incremental increase in both water sales and sewer sales. Our sanitation collection revenue has been very steady. We are not anticipating any major changes.

On the sewer side, we are looking at \$20,000 in additional revenue. We are looking at a total utility fund revenue of \$4,114,100.

The City Manager then gave a summary of each department's budget as follows:

Mayor and City Council Budget

There are no changes in positions funded. The only things that I would point out to you, when you get into line items, is under Employee Christmas Bonus. That used to be in the reserve department and we put that under the City Council Budget. The retirement insurance has been removed from the reserve department, and we have three former Council Members who are receiving post retirement benefits.

Council Member Bonds then asked about the Christmas Party line item. He asked why is the Christmas Party going up to \$6,850. They requested \$14,000. I don't understand that. Amy Risher added, this is for Christmas decorations. Council Member Bonds said, I am looking at the Christmas Reception. Ms. Risher said this is for the Christmas decorations with the tree and the decorations were always paid from that line item before, and we put it in the appropriate department by putting it under Tourism. Mayor Young then asked, so we have deducted the Christmas Tree decorations and all from the Christmas Reception. Ms. Risher responded, just that portion to put it in the right line item.

Mr. Bonds then asked about line item 55 under Mayor and Council. He asked why was \$8,000 requested and we got \$11,000 and we only budgeted \$5,000. City Manager Molinari responded, we didn't included election costs on first draft of the budget, so I asked Amy to put in an additional \$3,000. That's roughly what it is going to cost.

City Manager's Budget

We have a new position in here - the Assistant City Manager. Other than expenses related to that position, you will see an increase in training, traveling and membership dues.

Finance Department Budget

City Manager Molinari then said, during the summary, I mentioned the renovations to 300 Hampton Street. SCORBET - that is another liability that the City has to absorb. The good news is that over time, the number of former employees who are eligible for that benefit has gone down. When I first started with the City a little over 3 years ago, we had about 75 employees who were eligible. At last count, we are down to 40.

Public Works Budget

I had mentioned to you that we had two significant capital items - the grapple loader and repairs to the waterfall plaza. Fortunately, the initial estimate that Michael Crosby had gotten for the repairs was \$66,300. I think the proposal that is going to go before you this evening is for only \$40,000. The debt service for the grapple truck won't kick in until the 2018-2019 budget.

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Council Member Bonds asked why building maintenance was reduced by \$5,000. We budget \$25,000 last year and we are budgeting \$20,000 this year. I think that hallway looks terrible. City Manager Molinari stated Mr. Crosby had gotten a quote to paint the interior. The front of the building was pressure washed this past weekend.

Council Member Broderick asked the City Manager if he had budgeted for the stairs in front of City Hall to be repainted. On a question raised by Council Member Bridge, the City Manager noted that the repairs to the water fall including the lattice will be completed this year; however, the actual waterfall work itself, which is fairly involved, will be in next year's budget. He said, I talked to Wayne Crosby about trying to get that work squeezed into this year's budget, but it is not possible.

Council Member Broderick told the City Manager that the Arts Council is interested in helping when we do the waterfall - to put something on the back of it. Maybe you can work with them. We can get a grant or something to help out.

Planning and Development Budget

Mr. Molinari then said that he was changing the title of this budget from Planning and Codes to Planning and Development. That has a more positive connotation. We have obviously made some changes there with the code enforcement part. We will still need to coordinate with this department, but it will be under police and then obviously we are going to look at contracting out our building inspections. I sent out an RFQ and proposals are due Monday, April 17. So, one of the first things I will have Hank working on is to go through those proposals and hopefully have something to you at the May Council Meeting as far as a recommendation on a private company to contact with for our building inspections. Things have been working out well with the County, but they only have two inspectors who are covering the entire county, and they have indicated to me that their resources are stretched.

Council Member Bonds then raised a concern on item No. 13, medical expense. He asked are we eliminating drug tests? Finance Director Risher responded, we had put it in there for this current year as far as pre-employment drug tests. Now, we are purchasing all the pre-employment under Finance Dept. The only drug tests that we do now are the random ones for those driving city vehicles, etc.

Council Member Bridge then asked if there would be a director of the Planning and Development Department? Mr. Molinari responded that one of the responsibilities of the Assistant City Manager will be providing oversight and supervision to the Planning and Development Department. So, that function has essentially been merged into the Assistant City Manager position. Ms. Bridge then asked if the Code Enforcement Police Officer would be doing code enforcement on a part-time basis? City Manager Molinari responded, what the Chief and I have talked about is that it would be a certified officer, but who would be able to provide 40 hours a week of code enforcement. Previously, we had 5 dispatchers and as you are aware, we have a joint dispatch center with the Sheriff's office. Through discussions that Chief Marvin had with the Sheriff, it came to the determination that we really only needed to have 4 dispatchers. So, we were able to take that dispatcher position and turn it into a code enforcement/police officer. So, essentially we were able to save the City a position in this regard.

On a question by Council Member Broderick, the City Manager explained that next year, the staff persons under Planning and Development will be Bonnie's position, which is being upgraded to a Planning Technician because that is more reflective of the work that she is doing, and then we just hired a new clerk and her name is Gloria and she will replace Bill Doctor, and the supervision for that department will be provided by the Assistant City Manager.

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Police Department Budget

As you are aware, purchasing new police vehicles is a constant challenge. We need to continue to purchase new vehicles as our older vehicles cycle out, and I have been working closely with Chief Marvin to try and bring his fleet current as we possibly can, but it is a challenge.

Getting back to what Council Member Bridge was talking about as far as our long term capital needs and planning and that is exactly why we need to do that. It is very tempting during the process and the easiest things to cut out are our capital items. You can do that for a year or for 2 years, but eventually it catches up with you. So, we do our best with the resources that we have.

Council Member Broderick then asked, what's our oldest police car that we have? Chief Marvin responded that the oldest car is a 2004. A brief discussion was held on police vehicles and what happens if we lose a vehicle in the budget year. City Manager Molinari pointed out that we usually have one reserve vehicle on hand.

Council Member Broderick asked Chief Marvin, what is the ideal change out time on police vehicles. Chief Marvin responded that a road patrol vehicle does about 24,000 miles on an average per year, and an admin car does around 12,000 miles. So, in rotation, a patrol car lasts about 7 years and an admin vehicle lasts about 11 years. So, if we were up to par, three cars per year would be sufficient on a rotation. We have 32 cars currently in the fleet with one spare. We really need 34 in the fleet with one admin spare and two road patrol spares.

Mayor Young then asked if the admin cars were equipped like the patrol cars. Chief Marvin responded, no. It's about \$4,000 not counting the radio which we take out of one car and put in the other, and the patrol car has about \$22,000 worth of equipment.

Council Member Bonds asked why are the supplies budget so much higher? It was at \$10,000, and now it is \$21,900. City Manager Molinari explained that we have some additional body cameras to buy, plus the state mandated e-tickets and having to purchase the necessary equipment for that. City Manager Molinari, we also applied for some grant funding to defray that cost.

Judicial Budget

This department is status quo.

Fire Department Budget

As you are aware, Chief Lake has been very proactive in trying to secure grant funds for the department and hopefully, our trip to Washington will pay some dividends in that regard. We should hear back from FEMA over the course of the year on all those grant applications. As you are aware, we got a grant for over \$90,000 for new self-contained breathing apparatus and we are applying for close to \$50,000 to replace our tank. If you have had a chance, I would encourage you to go check out our new pumper. It is an impressive piece of equipment.

Similar to the Police Department, one of the challenges we will have in moving forward is that we went an extended period of time without purchasing a new apparatus for fire and Chief Lake and I are working on a plan to get that done.

Chief Lake pointed out that we are working on trying to get every five years to replace a pumper. If we are able to do that, we won't have such antiquated equipment. We have had a lot of problems finding parts for the equipment.

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Parks Department Budget

Here, we moved the debt service on the general obligation bond from Non-Departmental to Parks. Adam has completed his undergraduate degree and will be working on his Master's degree this year. He was taking 18 hours and working full time, so that is a credit to him.

We have money in here to take care of the tennis courts and upkeep for the Sanctuary. We have a continuing challenge. Hopefully, we don't have any hurricanes. One thing that we will be doing during the winter will be to focus on the entry ways and cleaning up those larger trees that have fallen down.

Also, Adam had requested a tractor package that would assist with cutting at the interchanges. As you are aware, we have gotten a lot of positive publicity for upkeep and appearance of our entry ways. It's a lot of work and a lot of man-hours.

Council Member Broderick then asked, where do we have the Board of Disabilities and Special Needs budgeted for the litter pickup. We talked about increasing that. Mr. Molinari responded that is under the Public Works Budget. He also said, we can hold tight on that and see what the County does. What they were specifically talking about was Robertson Boulevard. Part of that is inside the City and part is outside the City.

Tourism Budget

We have the same personnel. I have already mentioned the Chamber of Commerce's annual contribution has been moved from Non-Department.

Non-Department Budget

Those have all been zeroed out. We have talked about the specific line items.

Water Department Budget

We have already talked about revenues on the expenditure side. We are looking at the radio read meters and we've got two individuals for retiree insurance, and we have \$30,000 budgeted for repairs to the waterfall.

Utility Support Budget

The Mayor had mentioned at the beginning of the meeting, some of the things that we have done are to take positions that had traditionally been paid from the General Fund and put them under the Enterprise Fund. These are four positions that are heavily involved with the operation of our Water Utility.

Sanitation Budget

No changes there. Last year, we moved that to the Enterprise Fund. We will have to look at a new residential garbage truck probably in the next budget year.

Sewer Budget

We have four positions paid out of this budget.

Sewer Support Budget

We moved both the Public Works Director and the Street Superintendent to this. The sewer system investigation, we are projecting that will cost \$107,000. I think that

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will be a good investment for the City because that is something that we need to do to enable us to get some grant funding to pay for the rehabilitation of sewer lines.

Debt Service

The City Manager stated that the Finance Director Amy Risher has done a good job outlining all of our different obligations. As you can see, we did two general obligation bonds. One of those is going to go away in the 2018-2019 budget cycle and the other GO bond debt service will be retired in 2025-2026. The 800 megahertz radios will be paid off this budget year.

We are taking on debt service for the fire trucks. That's what I thought were some very competitive bids on the financing. We are showing that the grapple truck at 2.5% is pretty conservative. I think we will do better than that. There has been some discussion that we will see a bit of an uptick in interest rates, but we should do better than 2.5%.

We have our sewer line rehab that was refinanced in 2011. That debt service will be satisfied in 2021-2022. Some additional rehab for the State Revolving Fund, will be taken care of in 2025-2026. Then we have a garbage truck that we purchased in 2015, which we are paying annual debt service of \$42,691, and then we have the Wastewater Treatment Plant at \$1.48 million, which we will be paying for the next 20 years.

Mayor Young then asked about the repairs to the Ruffin Water lines. Are we paying for that out of our General Fund Balance?

Mr. Molinari, what we are going to do and I have already mentioned it to our congressional delegation when we were in Washington and I have asked Amy to look into it to see if there are any potential funding sources to pay for that. That's a big chunk to have to take at one time. But the entire \$203,000 will be absorbed in this year's budget. We are exploring some potential avenues to try and get some assistance with that.

Attorney George Cone then asked, do we know whether it was a defect in the water line or a defect in installation. Utilities Director Wayne Crosby responded, no, there is no way to recover the line. The line is 22 feet deep and approximately 50 feet from the edge of the right of way, so there is no way to recover it, without a great deal of expense. Attorney Cone then asked if a couple of hundred thousand dollars is not worth checking that. Mr. Crosby said, it would probably cost us \$100,000 to recover the line. Attorney Cone then said, I am talking about putting the camera down there. Mr. Crosby answered, the camera will only work if the line is empty, and because there is a hole in the line, the water from the swamp is literally filling the line. He added, as a matter of fact we had free flowing water coming out of the line, when we cut it loose to tie the new line back in. So, I don't think there is any way the camera will work.

Mr. Crosby further stated, we have asked our engineering firm to look into this to see if there were any pipe defects, but I don't look for any information that is going to help us out.

Mayor Young then asked, do you have any idea what caused the break? Mr. Crosby responded that there is no indication of any high pressure during that time. Our assumption is it's probably what they call a "weld" where they fuse the pipe together. It comes in 40 foot lengths and they literally heat it to 500 degrees, I think, and melt that pipe together. So, our assumption is that one of the welds went bad, but we don't know that. And if there was a pipe defect, we may be able to go back to the manufacturer, but if it was indeed the weld, then there is a one year warranty on it. It's been there for 13 years.

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Mayor Young suggested to Mr. Crosby, if you've got all that paperwork when it was installed, you might want to let George look it over. Mayor Young also asked, do we know if anybody else has had a break in their line similar to what we have had. Mr. Crosby stated that's what they are asking. I would imagine that is tough to track down 13 years later. Mayor Young then asked Council if anyone thought it would be worth it to have our Attorney to look at the paperwork on that. Attorney Siegel said, there aren't any 13 year warranties I promise you that.

Attorney Cone then said, the only reason I mentioned it, is because I thought it was my duty to the City because \$200,000 is a considerable amount, and I imagine engineers could look, but I would be glad to look at the paperwork. Mayor Young said, it is worth a look and Council Member Broderick said, I guess you could look to see if there have been any material defects noted, too, right?

Special Funds

City Manager Molinari explained that under Special Funds, the City has the Local Accommodations Tax, which is where the City charges the 1½% Local Accommodates Tax. We have seen that stream of revenue continue to increase over time. The new Hampton Inn should be a nice addition to that.

Our expenses have been fairly minimal. We paid for some lighting at the interchanges on I-95.

Local Hospitality Tax: The City imposes a 1% local hospitality tax. We've got a couple of major debt service items there. The tax increment bonds that paid for the design and engineering of the Loop Project and then the bond payments for the Veterans Victory House. But the good news is that both of those will go away in 2021 -2022.

State Accommodations Tax: The first \$25,000 goes to the general fund, and the next 5%. We are required by state law that 30% goes to advertising and promotion and those funds go through the Walterboro Tourism Commission. The other 65% goes through the Accommodations Tax Committee, which makes the recommendations to City Council to allocate those funds.

Mayor Young then said, under Revenue when we talk about taking \$90,000 of A-tax, is that the 30% money? Mr. Molinari responded, no, there are two separate piles of money. The 30% money is state accommodations tax. Then, the transfer from local accommodations taxes to the general fund - that is the local accommodation tax. That's the 1½% money. Mayor Young then asked if that money is bound by law as to how it has to be spent. Mr. Molinari answered, it is in fact. I've got the state statute. What it says is: "Revenue generated by local A-tax must be used exclusively for the following tourism related building, tourism related cultural recreational and historical facilities, beach access and renourishment (that one does not apply to us); highways, roads, streets and bridges, providing access to tourists destinations, advertising and promotions, water and sewer infrastructure. But what it also says is that the revenues can be used for the operation and maintenance of those items and also providing police, fire protection, emergency medical services, emergency preparedness . . ."

Mayor Young then explained that the reason he asked the question is because he wanted to make sure the City is covered under this, because some people have gotten into trouble over using A-tax money inappropriately.

Council Member Broderick then asked a question on the street lighting portion of the loop project. He asked what difference have you noticed in the electricity bill? Mr. Molinari responded, as far as month to month cost, I would have to defer to Amy on that, but just in rough numbers for that, it's about \$10,000 a year. One of the

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things that we are going to do in the next phase of the Loop Project is transition from HID to LED, with LED being most cost effective. We will use some of that sales tax money to pay for the infrastructure up front, which will reduce our ongoing operational expenses.

Council Member Syfrett then asked a question about the payroll. He said, with the 1% cost of living and everything else coming out of the employees' checks, are they going to see any increase in their take home pay, or will they see a decrease this year in take home pay? City Manager Molinari said, right off the back for members of the South Carolina State Retirement System .34% is going to go to the state for state retirement and then for PORS (Police Officers Retirement System), you have almost half of that. In putting the budget together, I wanted to do as much as I possibly can, but I want to say almost all the department managers had some merit increases for high performing employees, and each one that was put in there, I put it in the budget. Mayor Young said, it's going to get harder and harder to give anybody a raise, because the state keeps taking more and more away. We are going to be under 21% or 22% in five years of paying retirement. This is 22% for each retiree.

Council Member Bonds reminded, we did not raise taxes last year and we are not raising taxes this coming year.

City Manager Molinari then said, well, here's the problem. You can raise taxes every year by the minuscule amount that the General Assembly let's you. The problem is, (you know the Mayor asked the question - how much does a mill generate - between \$20,000 and \$25,000); so if we were to raise taxes incrementally every year, we would be looking at a ballpark figure of an additional \$25,000 of revenue.

Mayor Young then asked, don't you have to use your tax increases within 3 years or you can't go back and recoup it - isn't there something in that law also. So, like we haven't had an increase in 2 years, so next year we could do one if we wanted to. The City Manager answered, yes, we could combine the 3 into one. I am glad you brought that up. Council Member Bonds then said, so they changed it. I thought you had to go and use it or you would lose it.

Mr. Molinari said, you are absolutely correct, when putting together a budget, I always try to do it without any tax increases or any rate increases, but I am glad that you brought that up. Next year we may need to look at tweaking some things, across the board just to be able to meet these unfunded mandates. Let's just cross our fingers that nothing happens with the business license - half a million dollars. Our department managers do an outstanding job managing the resources that we have and what I have said to them is we need to continue to look at ways that we can be creative to cut costs, and it's my job to see what we can do to increase those revenue streams. That probably would be a really good topic for our retreat next year.

Council Member Bridge then asked if health insurance premiums would be increasing for our employees? Finance Director Amy Risher explained that employees will see the increase of their deductions, but the 1% COLA that we put in place will pretty much wash that out. They (the employees) won't see any reduction in their checks. That's the reason for the 1% COLA. Mayor Young added, they won't see an increase either.

Council Member Bridge pointed out that the retirement cost keeps going up. Finance Director Amy Risher said, once they go up this year, then that is it. They are capping it at 9%. The employee's retirement cost is going up .34%, which will bring it to 9% for the employees.

The Mayor then entertained a motion to adjourn the meeting. A motion to adjourn the meeting was made by Council Member Syfrett. Council Member Broderick seconded the motion that passed unanimously.

Walterboro City Council
Work Session
April 4, 2017

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There being no further business to consider, a motion to adjourn the meeting was made by Council Member Bonds, seconded by Council Member Bridge and passed unanimously. The meeting adjourned at 5:40 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

Walterboro City Council
Regular Meeting
April 4, 2017

MINUTES

A Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, April 4, 2017 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, along with Assistant Lindsey Peterson, were also present. There were approximately 16 persons present in the audience.

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

PUBLIC INPUT ON AGENDA ITEMS:

There were no comments or questions on agenda items.

APPROVAL OF THE MINUTES:

The following minutes were approved as submitted upon the motion of Council Member Broderick, seconded by Council Member Siegel and passed with all members voting in favor:

1. The Minutes of the February 21, 2017 Rescheduled City Council Meeting.
2. The Minutes of the March 7, 2017 Regular City Council Meeting.

OLD BUSINESS:

1. **Ordinance # 2017-02, An Ordinance Pursuant to Title 5, Chapter 3, Section 5-3-150, Subsection 3, of the Code of Laws of South Carolina, 1976, as Amended, to Annex an Area, Known as TMS # 146-00-00-158 into the City of Walterboro, a South Carolina Municipal Corporation, Second Reading and Adoption.**

City Manager Molinari reported that at the March 21, 2017 Planning Commission Meeting, the Planning Commission conducted a Public Hearing to receive public input on the zoning recommendation for TMS # 146-00-00-158 and the Commission unanimously recommend the Zoning classification of Interstate Interchange Commercial District (IICD).

A motion was made by Council Member Syfrett giving Second Reading and Adoption to Ordinance # 2017-02, being: An Ordinance Pursuant to Title 5, Chapter 3, Section 5-3-150, Subsection 3, of the Code of Laws of South Carolina, 1976, as Amended, to Annex an Area, Known as TMS # 146-00-00-158 into the City of Walterboro, a South Carolina Municipal Corporation. Council Member Broderick seconded the motion that passed unanimously.

NEW BUSINESS:

1. **Ordinance # 2017-03, An Ordinance to Amend the Unified Development Ordinance of the City of Walterboro, South Carolina, to Provide for Changes to Chapter 5, Section 5.3 E Signs Not Requiring a Permit, and Section 5.3 F Wayfinding Signs, of the Unified Development Ordinance of the City of Walterboro, First Reading.**

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City Manager Molinari stated that at the March 21, 2017 Planning Commission Meeting, they discussed some proposed text amendments to Chapter 5, Section 5.3, Subsection (E) and (F) of the Unified Development Ordinance. They looked at the government signs and wayfinding signs. With the government signs, currently the electronic message displays are not included under government signs. This ordinance would require a governmental entity to go through the permit process that is delineated for anyone else who wants to put up an electronic message display sign. Those requirements are outlined in the Unified Development Ordinance.

The Planning Commission also discussed wayfinding signs. As you are aware, one of the major components of the I-95 Business Loop Project is to install wayfinding signs throughout the corridor, and the current regulations on wayfinding signs did not reflect what the City is looking to achieve. Specifically, in regards to area and height, as well as there is a provision in there that the text has to be generic in nature and can't list any specific business. The whole point behind the wayfinding signs is to be able to direct people to specific locations. So, the Planning Commission discussed this and recommended that this provision be taken out.

A motion was made by Council Member Broderick giving First Reading Approval to Ordinance # 2017-03, being: An Ordinance to Amend the Unified Development Ordinance of the City of Walterboro, South Carolina, to Provide for Changes to Chapter 5, Section 5.3 E Signs Not Requiring a Permit, and Section 5.3 F Wayfinding Signs, of the Unified Development Ordinance of the City of Walterboro. Council Member Syfrett seconded the motion that passed with all members voting in favor.

2. **Resolution No. 2017-R-03**, A Resolution Authorizing Submission of a Grant Application to the SC Department of Parks, Recreation and Tourism Undiscovered Grant Program in the Amount of \$200,000.00 for the Development of the Walterboro Wildlife Discovery Center at 100 South Jefferies Boulevard and Committing a \$200,000.00 Match in Local Accommodations Tax Funds.

City Manager Molinari reported to Council that the City was contacted by SCPRT over a year ago encouraging us to apply for an Undiscovered SC grant. Unfortunately, at that time we were not far enough along in the project to be able to apply. The grant program was temporarily suspended as a result of Hurricane Matthew, but they have reopened it and there are some funds available. Our Tourism Director, Michelle Strickland, has put together a grant application and one of the requirements is to provide a cash match for the amount of the grant. Mr. Molinari pointed out that the more grant funding we can get, the less we are going to have to pay for construction of the Discovery Center. He said, we have adequate capacity to match this grant in the Local Accommodations Tax Fund.

Council Member Bridge moved to adopt Resolution No. 2017-R-03 as submitted. A second was received from Council Member Siegel and the motion passed unanimously. A copy of said resolution is attached and made a part of these minutes.

3. **Consideration of Emergency Water Main Repair for the Line Serving the Ruffin Community in the Amount of \$203,769.93 by Carroll Enterprises, LLC.**

City Manager Molinari reported that on Saturday, February 11, the water main that runs along Bells Highway and serves Ruffin, SC ruptured. This water main serves as a redundant source of water to Ruffin and provides fire protection to the City service area west of I-95. As a result of the rupture, the City had to secure a contractor in short order to make the repair. After contacting a number of different contractors, Carroll Enterprises of Walterboro, SC, was selected for the repair, because of their ability to mobilize quickly and their access to construction material. As you are aware,

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this is a very complicated project, given that the water line is located between 15 and 20 feet below a swamp. That project completed construction a couple of weeks ago. The water and sewer enterprise fund has sufficient capacity in the fiscal year 2016-2017 budget to absorb the cost of these repairs. As we talked in our budget meeting, City staff is looking at any opportunities to try and get assistance with that repair.

A motion was made by Council Member Syfrett to pay Carroll Enterprises in the amount of \$203,769.93 from the water and sewer enterprise fund for the emergency repairs to the Ruffin community water line. Council Member Broderick seconded the motion that passed unanimously.

4. **Consideration of Bids Received for Repairs to the Downtown Waterfall Plaza**

City Manager Molinari informed Council that the Public Works Department recently solicited bids for repairs to the waterfall plaza to include:

1. Demolition of existing lattice and beams.
2. Construction of a new lattice and beams.
3. Paint new lattice.
4. Install new electrical at lattice and lights (LED) on brick wall across from the lattice.

The City received bids from two contractors and requested a third bid but it was non responsive:

- | | | |
|----|-------------------------------------|-------------|
| 1. | Hiott Construction (Walterboro, SC) | \$66,300.00 |
| 2. | IP Builders (Walterboro, SC) | \$40,550.00 |

City Manager Molinari stated that staff recommended acceptance of the low bid from IP Builders in the amount of \$40,550 for repairs to the waterfall. He also pointed out that this was an item that staff looked at for the fiscal 2017-2018 budget, but there are sufficient funds in 2016-2017 general budget to absorb this cost.

A motion to accept the low bid from IP Builders (Walterboro, SC) in the amount of \$40,550.00 for repairs to the waterfall as recommended by staff was made by Council Member Bonds, seconded by Council Member Siegel and approved with all Council Members present (Mayor Young, Council Members Syfrett, Siegel, Bonds, Broderick and Bridge) voting in favor. At this point, Council Member Lohr was absent from the meeting and did not vote on this agenda item.

5. **Request by Leadership Colleton Class of 2016 to Install Community Service Project, "Red Rocker," at Detreville Street Entrance to Walterboro Wildlife Sanctuary**

Michelle Strickland, Tourism Director and member of the Leadership Colleton Class of 2016, briefed Council on this project. She stated that the Leadership Colleton Class of 2016 would like to install a very large sized red rocking chair at the Detreville entrance to the Walterboro Wildlife Sanctuary as part of their service project. This location was chosen mainly because of parking and the space for the chair. Ms. Strickland stated that the Leadership Class felt that this project would serve several purposes:

- 1) Promote the red rocking chair brand.
- 2) Beautify the park.
- 3) Serve as a tourist attraction.
- 4) Tourists would stop and have their photos with this chair.
- 5) This could bring more visitors into the park.

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The approximate size of this chair would be 20 feet tall x 10 feet wide. Ms. Strickland stated that construction of this chair would be completed by the Thunderbolt Career and Technology Center's carpentry class. The installation and the maintenance of this chair will be taken care of by the City's Parks Department. She stated that the FROGS Committee had already voted in favor of this project and that the Leadership Colleton Class asks for Council's support.

A motion to approve the service project by Leadership Colleton Class of 2016 was made by Council Member Bridge, seconded by Council Member Broderick and passed unanimously, except Council Member Lohr was absent and did not vote.

6. **Request to Close Additional Streets for 2017 Annual Rice Festival, April 28-29, 2017 by Jimmy Trippe, Chairman Colleton County Rice Festival**

City Manager Molinari informed Council that he was informed by Mr. Jimmy Trippe of the Rice Festival Committee that they would not be holding their Rice Festival Dance in the street, but that it would be held at the Museum and the Farmer's Market. The committee also requested the closing of West Washington Street from Dowling Avenue for the fireworks display on Friday, April 28.

A motion approving this request as submitted was made by Council Member Siegel and seconded by Council Member Syfrett. In discussing the motion Council Member Bridge asked if there was a change from the street being closed at the bridge going toward Woodlawn Street. Mr. Molinari explained that the street closing is extended a little further than has been in the past to meet the requirements of the State Fire Marshall. The motion passed with all members voting in favor, except Council Member Lohr was absent and did not vote.

7. **Request to Use Downtown Plaza and to Close Street for Annual Memorial Day Ceremony on May 29, 2017, by Colleton County Veterans Council**

A motion to approve the request by the Colleton County Veterans Council to use the Downtown Plaza on Monday, May 29, 2017, was made by Council Member Broderick, seconded by Council Member Bonds and passed unanimously, except Council Member Lohr was absent and did not vote.

8. **Request to Use City Parking Lot and to Close Streets for Carolinas Cycling Association Regional Criterium Championships on June 17, 2017 by Lowcountry Racing Team**

City Manager Molinari announced that the City was contacted late last week by the Carolina Cycling Association. They are looking to hold their regional criterium championships in Walterboro on Saturday, June 17, 2017. He then asked for remarks from Michelle Strickland, Tourism Director.

Ms. Strickland stated that this event is the Carolina Cycling Association Regional Criterium Championship. This event has been around about 30 years, held at various locations. It is a fund raiser to benefit the MUSC Hollings Cancer Center. It is a regional race for amateurs in North and South Carolina. It has consistently had a registration of about 300-400 cyclists. With this event being held on a weekend, I think this event has the potential to create overnight stays and bring a lot of tourists here. It also has to potential to become an annual event. Ms. Strickland then recommended that the street closures as submitted for this event be approved and bring this event to Walterboro.

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A motion was then made by Council Broderick to approve the request for the Regional Criterium Championships. Council Member Siegel seconded the motion.

In discussing the motion, Council Member Syfrett said his only concern with this is that we seem to ask our main street businesses to close up an awful lot and this not being a holiday. He asked if any input had been received from the businesses? He said, I know the restaurants would probably do well, but will the other folks? Do they take a loss when we shut down main street? Do they have a problem with this?

Ms. Strickland responded, I think there is always concern when we have to shut the streets down that provide access to their business, but I think this event will bring them more foot traffic. Council Member Bonds pointed out that the race will be held from 10:30 A.M. to 7:30 P.M. So, this is literally all day long. He asked, how will people get to the post office? He added, I mean I am not against it, I am just asking some questions, because in the past we have shut the street down until 2:00 p.m. or so.

Ms. Strickland responded that the event group is willing to amend their schedule to an earlier time, if we see that to be a need, but it is a long event. I mean, they are asking for 7½ hours. Mayor Young asked, would they amend it to a later time. Ms. Strickland responded, I think they were thinking earlier in the day, which I don't think would solve that problem, but they are definitely willing to work with us if we have some concerns.

Council Member Bonds asked if the event group has insurance, in case one of their cyclists run into someone. Ms. Strickland responded affirmatively, and added that this is a turn key event. They have everything taken care of as far as insurance. They will be setting up, breaking down, do their own clean up, and have their own portalets.

When asked by Council Member Siegel about the number of bikers expected, Ms. Strickland responded 300-400. With the other criterium in Walterboro, there are about 150 bikers.

Council Member Bonds expressed his concern with the street being blocked off all day from early morning to 7:00 P.M. or 8:00 P.M. a night. Also, I just wanted to make sure that somewhere in the agreement that it says that they are going to have some type of liability insurance, so if something goes wrong. And quite frankly, the City ought to be named as an additional insured on that policy. City Manager Molinari pointed out that this information was on page 2 of the agreement.

Council Member Broderick reported that he was able to talk with one of the business owners on Washington Street last night and they seemed to think that this event would actually help them on a Saturday. It's a clothing store, but they said especially with the women that are coming in with the cyclists, that they could get them into the shop and maybe even open up on Sunday to accommodate them if they were going to come in.

Mayor Young said, the negative is the closing of the street. I think the positive is that this is happening at a time in Walterboro when things have slowed down here in the summertime. Sometimes on Saturdays downtime, there's really not a lot of foot traffic downtown. We have the opportunity to bring people here and have them come back later to visit and actual see what the town is like and the stores and restaurants that we have. I did a lot of thinking about this after we got it, because I had the same

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concerns that you have, but we also have a couple of months that we could try to educate everybody about this one day that we are going to do this, where they can park in order to get to our downtown businesses. We can see how we can make this a positive for the downtown businesses instead of a negative and I think we have time to do that. We have some flexibility there, and if Council wants to do this, then we should work toward turning this into a really positive thing for those businesses downtown.

Council Member Siegel stated that the post office closes on Saturday around 12:00 noon. He said, I think access to the post office is important. Maybe, we would negotiate with them to start a little later to give people a chance to go to the post office.

Mayor Young said, of course if everybody knows. I think people get upset when they get surprised by something and they don't know. They try to come downtown or they try to get to the post office, and they don't know that they need to go down a side street. If we do this, I think we need to make sure we educate everybody as to what is going to happen that day. I am with you. It won't get dark until 8:30 p.m. or 9:00 p.m. in June.

Ms. Strickland stated that she would take care of any press releases in educating the public on this event.

Council Member Bridge then asked Ms. Strickland if this would be an annual event and why they were only able to let us know at the last minute. Ms. Strickland answered that something fell through with their previous event venue. So, they are looking for a new location.

A suggestion was made by a gentleman in the audience that Michelle take a survey of the downtown business owners to ask about their thoughts on this event. He felt this would be positive. Mayor Young responded, I don't know if we have time to do that, but if it is going to bring 300-400 people and their families into town, then we will get a chance to show them Walterboro and maybe get them to come back here. I think we can turn it into a positive thing, even though the closing of the street is a big concern.

The motion then passed unanimously, except Council Member Lohr was absent and did not vote.

The Mayor then said, I know Rock Hill has gotten really involved with cycling events and they have even built a palladium, where they have bicycle races and Walterboro is becoming a center for cycling events, and anything we can do to bring people here during times that they wouldn't normally come here, I think is a plus.

COMMITTEE REPORTS:

There were no Committee Reports given.

CITY MANAGER'S REPORT:

City Manager Molinari then introduced Mr. Hank Amundson, who is the new Assistant City Manager. Mr. Amundson was the Economic Development Director for the City of Walterboro from 2009-2012 and for the past five years, he has served in two capacities for the Lowcountry Council of Governments as both the Director of Workforce Development and the Aging Director. Mr. Amundson will start on April 17th and we look

Walterboro City Council
Regular Meeting
April 4, 2017

MINUTES/Page VII

forward to him joining the team. I think he is going to be a good addition to the senior staff.

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, except Council Member Lohr was absent and did not vote. None opposed. Motion carried.

The Mayor announced that the meeting will convene into an Executive Session for:

- 1) Receipt of Legal Advice - Wastewater Treatment Plant Upgrades, and the I-95 Business Loop Project Phase 1C/1D.
- 2) Discussion of Potential Acquisition of Property.
- 3) Personnel Matter - City Manager Contract.

At approximately 7:55 P.M., a motion was made by Council Member Siegel to exit Executive Session and return to Open Session. Council Member Broderick seconded the motion. All in favor, except Council Member Lohr was absent and did not vote. None opposed. Motion carried.

The meeting returned to Open Session and there being no further business to consider, a motion to adjourn the meeting was made by Council Member Bridge, seconded by Council Member Broderick and passed unanimously, except Council Member Lohr was absent and did not vote. The meeting adjourned at 7:56 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

Walterboro City Council
Public Hearing and Regular Meeting
May 2, 2017

MINUTES

A Public Hearing and Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, May 2, 2017 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, along with Lindsey Peterson, were also present. There were approximately 25 persons present in the audience.

There being a quorum present, Mayor Young called the meeting to order and welcomed Girl Scout Troop # 445, with their leader Ms. Jocelyn Lawrence, present in the audience. He then invited the Troop members to come up front to lead the Pledge of Allegiance to our flag following the invocation.

The Mayor then invited everyone to join in the invocation and the Pledge of Allegiance to our flag. Council Member Syfrett gave the invocation and the Girl Scout Troop # 445 led the Pledge of Allegiance to our Flag.

At this point, the Mayor announced that the Colleton County High School Baseball Team won the District 8 Championship last night and will be in the playoffs for Lower State beginning Thursday night, here at home. He encouraged everyone to support the Cougars.

PUBLIC INPUT ON AGENDA ITEMS:

No public comments or questions were raised on agenda items.

PUBLIC HEARING:

- 1) **ORDINANCE # 2017-03**, to Amend the Unified Development Ordinance of the City of Walterboro, South Carolina, to Provide for Changes to Chapter 5.3 E Signs Not Requiring a Permit and Section 5.3 F Wayfinding Signs.

Next, the City Manager reported that at its March 21st meeting, the Planning Commission discussed some proposed amendments to Chapter 5, Section 5.3 (E) and (F) of the Unified Development Ordinance. The first proposed change dealt with governmental signs and excluding electronic message displays. Essentially, this requires any governmental entity that wants to put up an electronic message display sign to go through the normal sign permit procedure. Under wayfinding signs, as you are aware, one of the components of the I-95 Business Loop Project is the installation of wayfinding signs along the 6.2 mile corridor. We have already installed a sign at the intersection of South Jefferies and Green Pond Highway. The current regulations in the U.D.O. do not reflect what the City is trying to achieve with wayfinding signage. The proposed changes would "take out the maximum area and maximum height," and it would also "take out the text which says that directory signs shall be generic in nature and not list the name of any specific business." What we are trying to achieve with the wayfinding signs is to direct people toward specific locations.

No comments or questions were received from the public on Ordinance # 2017-03, and the public hearing was closed.

OLD BUSINESS:

1. **Ordinance # 2017-03**, An Ordinance to Amend the Unified Development Ordinance of the City of Walterboro, South Carolina, to Provide for Changes to Chapter 5.3 E Signs Not Requiring a Permit, and Section 5.3 F Wayfinding Signs, **Second Reading and Adoption.**

MINUTES/Page II

A motion was made by Council Member Broderick giving Second Reading and Adoption to Ordinance # 2017-03 as submitted. Council Member Syfrett seconded the motion.

In discussing the motion, the Mayor asked the City Manager if this ordinance would limit who would be able to put up a way finding sign? Mr. Molinari responded, what this specifically addresses is City-sponsored wayfinding signs. Mayor Young then asked, so we would not be opening up use of this type signage to others? Mr. Molinari responded, that's correct, we (the City) would have the ability to put signage in the public right of way.

The motion then passed with all members voting in favor.

NEW BUSINESS:

1. **Ordinance # 2017-04**, An Ordinance Adopting the City General Fund Budget for Fiscal Year 2017-2018 and Matters Relating Thereto, **First Reading.**

And

2. **Ordinance # 2017-05**, An Ordinance Adopting the City Enterprise Budget for Fiscal Year 2017-2018 and Matters Relating Thereto, **First Reading.**

At this point, City Manager Molinari took a moment to extend his appreciation to City staff for putting the budget together. He said, this was a challenge as it is every year, but I think we have put together a good budget that will accomplish the goals and objectives that City Council has put forward.

The highlights of the new 2017-2018 budget were given by the City Manager as follows:

- 1) The total City Budget is \$11,269,311 with the General Fund Budget at \$7,155,211 and an Enterprise Fund Budget of \$4,114,100. The Enterprise Budget includes our water system, sewer, as well as sanitation.
- 2) This year's budget will have no ad valorem property tax increase, no business license rate increase, no water or sewer rate increase.
- 3) Some of the things that we had to adjust for and absorb this year are: health insurance premiums have increased 2½%.
- 4) We are anticipating a 2% increase in South Carolina State Retirement contributions, with the state picking up 1% of that for the next fiscal year.
- 5) City employees will also have to absorb some of the proposed mandates from the state. The employee's share contribution to the state retirement system is going to increase .34% and will be capped at 9%. The employee's share contribution to the Police Office Retirement System will be increasing .51% and will be capped at 9.75%.
- 6) We are proposing a 1% cost of living adjustment for City employees.

The Mayor then stated, we will vote separately on each ordinance.

A motion was made by Council Member Siegel giving First Reading approval to Ordinance # 2017-04, relating to the City's General Fund Budget for the fiscal year 2017-2018 and matters relating thereto. Council Member Lohr seconded the motion. The motion passed unanimously.

MINUTES/Page III

A motion was made by Council Member Siegel giving First Reading Approval to Ordinance # 2017-05, adopting the City's Enterprise Budget for Fiscal Year 2017-2018 and matters relating there. Council Member Broderick seconded the motion that passed with all members voting in favor.

The Mayor thanked the City Manager and everyone for their hard work on the budget. He said this is first reading and we will still have second reading at a future meeting.

3. Proclamation No. 2017-01, A Proclamation to Recognize Peace Officers' Memorial Day, May 15, 2017

A motion to adopt Proclamation No. 2017-01 recognizing Peace Officers Memorial Day (May 15, 2017) was made by Council Member Bridge and seconded by Council Member Siegel. The motion passed unanimously. A copy of said proclamation is attached as part of these minutes.

4. Consideration of Bids Received for the North Lemacks Street Phase III Demolition and Cleanup of Condemned Properties

City Manager Molinari reminded Council that staff is underway with phase III of the North Lemacks Street Revitalization Project. The City advertised for competitive bid proposals for demolition activities and received one bid from Target Contractors from Mt. Pleasant, SC. The total bid includes the demolition of 18 structures and 5 alternate structures for a total cost of \$280,630.00. The entire amount will be funded through the North Lemacks Street Phase III Community Development Block Grant. Mr. Molinari asked Council that should any action be taken tonight on this that approval is contingent upon an approved contract from South Carolina Department of Commerce.

A motion was made by Mayor Young to approve the bid proposal for the North Lemacks Street Phase III Demolition from Target Contractors in the amount of \$280,630.00, contingent upon approval of the contract from the SC Department of Commerce. Council Member Siegel seconded the motion that passed unanimously.

5. Request to Use the Walterboro Wildlife Sanctuary for 4th Annual Walk & Wag Fundraiser, September 23, 2017 from 10:00 A.M. to 1:00 P.M. by Friends of Colleton County Animal Shelter

A motion to approve the request to use the Walterboro Wildlife Sanctuary for the 4th annual Walk and Wag Fundraiser on September 23, 2017 as submitted was made by Council Member Syfrett, seconded by Council Member Lohr and passed unanimously.

At this point, Mayor Young thanked everyone for their work during the Rice Festival. That is really a big weekend for our staff, our police department and first responders. I have heard a number of people who have come to me and talked about how impressed they are with how quickly the City was cleaned up after the Rice Festival. I know that it puts a lot on our employees, but we are thankful that you do all that so all the rest of us can have fun. City Council appreciates all of your efforts.

COMMITTEE REPORTS:

There were no Committee Reports given.

MINUTES/Page IV

CITY MANAGER'S REPORT:

There was no City Manager's report given.

EXECUTIVE SESSION:

The Mayor then entertained a motion to enter an Executive Session. Council Member Bridge So Moved and Council Member Broderick seconded the motion that passed unanimously. The Mayor announced that the meeting will convene into an Executive Session for the following:

1. A Discussion of Matters Concerning the Provision of Services Encouraging Location of a Business Served by the Public Body.
2. A Discussion of Potential Purchase of Property.
3. A Discussion of Negotiations Incident to Contractual Arrangements - Building Inspection Services.
4. Receipt of Legal Advice - I-95 Business Loop Project Phase 1C/ID.
5. Personnel Matters:
 - a. Appointment to the Election Commission.
 - b. Appointment to the Planning Commission.
 - c. City Manager's Contract.

The meeting then entered into an Executive Session.

At approximately 8:44 p.m., a motion was made by Council Member Syfrett to exit Executive Session and return to Open Session. Council Member Broderick seconded the motion. All in favor. None opposed. Motion carried.

The meeting returned to Open Session and a motion to appoint James Rabb to the Election Commission and Kathryn Peer to the Planning Commission was made by Council Member Syfrett, seconded by Council Member Broderick. All in favor. None opposed. Motion carried.

There being no further business to consider, a motion to adjourn the meeting was made by Council Member Siegel, seconded by Council Member Bridge and passed unanimously. The meeting adjourned at 8:44 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

Walterboro City Council
Special Called Meeting
May 9, 2017

MINUTES

A Special Called Meeting of Walterboro City Council was held at City Hall on Tuesday, May 9, 2017, at 4:30 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, Assistance City Manager Hank Amundson, and City Clerk Betty Hudson. City Attorney George Cone was absent.

There being a quorum present, the Mayor called the meeting to order. Council Member Syfrett gave the invocation. With no objections from Council, the Mayor dispensed with the Pledge of Allegiance to our Flag.

The Mayor stated that this Special Called Meeting is being held entirely for the purpose of continuing work that was not completed in executive session at the last regular meeting, and to go into Executive Session for a personnel matter to discuss the City Manager's contract.

The Mayor then entertained a motion to enter into an Executive Session. Council Member Bonds so Moved and Council Member Broderick seconded the motion that passed unanimously.

The Mayor announced that the meeting will convene into an Executive Session for a personnel matter to discuss the City Manager's contract.

The meeting then convened into Executive Session.

At approximately 6:02 P.M., a motion was made by Council Member Bridge to exit Executive Session and return to Open Session. Council Member Broderick 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, a motion to adjourn the meeting was made by Council Member Bridge, seconded by Council Member Siegel and passed unanimously. The Mayor adjourned the meeting at 6:02 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

ORDINANCE # 2017-04

AN ORDINANCE ADOPTING THE CITY GENERAL FUND BUDGET FOR FISCAL YEAR 2017-2018 AND MATTERS RELATING THERETO.

WHEREAS, the 2017-2018 General Fund Budget has been presented and considered; and

WHEREAS, a public hearing on the budget has been properly advertised and conducted on June 6, 2017.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Walterboro, South Carolina, in Council Assembled, as follows:

1. The 2017-2018 City General Fund Budget is hereby adopted in the amount of \$7,155,211 with revenues and expenditures as set out in the budget document dated June 6, 2017.
2. The property tax rate shall be set at eighty-eight point zero (88.0) mills.

This ordinance shall be effective July 1, 2017.

DONE, this 6th day of June, 2017.

William T. Young, Jr.
Mayor

ATTEST:

Betty J. Hudson
City Clerk

First Reading: May 2, 2017
Public Hearing: June 6, 2017
Second Reading: _____

**CITY OF WALTERBORO
FY 2017-2018 BUDGET
SUMMARY SHEET BY CATEGORY**

06/06/17

LINE ITEM	APPROVED FY 2016-2017 BUDGET AS AMENDED	FY 2017-2018 DEPARTMENT REQUEST	FY 2017-2018 MANAGER'S RECOMMENDATION	FY 2017-2018 COUNCIL APPROVED
<u>REVENUE</u>				
GENERAL FUND	\$ 6,747,362	\$ 6,018,500	\$ 7,023,211	\$ 7,023,211
<u>EXPENDITURES</u>				
CITY COUNCIL				
PERSONNEL	\$ 132,640	\$ 135,789	\$ 130,346	\$ 130,346
OPERATING	\$ 41,300	\$ 127,000	\$ 73,622	\$ 73,622
CAPITAL	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 173,940	\$ 262,789	\$ 203,968	\$ 203,968
CITY MANAGER				
PERSONNEL	\$ 237,750	\$ 328,063	\$ 325,319	\$ 325,319
OPERATING	\$ 10,500	\$ 16,000	\$ 16,000	\$ 16,000
CAPITAL	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 248,250	\$ 344,063	\$ 341,319	\$ 341,319
FINANCE				
PERSONNEL	\$ 181,603	\$ 188,481	\$ 191,841	\$ 191,841
OPERATING	\$ 137,498	\$ 345,651	\$ 337,194	\$ 337,194
CAPITAL	\$ 53,000	\$ 100,000	\$ 25,000	\$ 25,000
SUBTOTAL	\$ 372,101	\$ 634,132	\$ 554,035	\$ 554,035
PUBLIC WORKS				
PERSONNEL	\$ 498,187	\$ 515,859	\$ 517,694	\$ 517,694
OPERATING	\$ 393,230	\$ 388,318	\$ 383,495	\$ 383,495
CAPITAL	\$ -	\$ 214,600	\$ -	\$ -
SUBTOTAL	\$ 891,417	\$ 1,118,777	\$ 901,189	\$ 901,189
PLANNING & DEVELOPMENT				
PERSONNEL	\$ 203,870	\$ 168,971	\$ 94,100	\$ 94,100
OPERATING	\$ 25,050	\$ 20,550	\$ 22,816	\$ 22,816
CAPITAL	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 228,920	\$ 189,521	\$ 116,916	\$ 116,916
POLICE				
PERSONNEL	\$ 2,091,476	\$ 2,146,966	\$ 2,172,188	\$ 2,172,188
OPERATING	\$ 335,016	\$ 362,060	\$ 345,000	\$ 345,000
CAPITAL	\$ -	\$ 204,000	\$ 74,000	\$ 74,000
SUBTOTAL	\$ 2,426,492	\$ 2,713,026	\$ 2,591,188	\$ 2,591,188
JUDICIAL				
PERSONNEL	\$ 157,069	\$ 158,428	\$ 159,194	\$ 159,194
OPERATING	\$ 37,914	\$ 41,373	\$ 42,538	\$ 42,538
CAPITAL	\$ -	\$ -	\$ -	\$ -
SUBTOTAL	\$ 194,983	\$ 199,801	\$ 201,732	\$ 201,732

**CITY OF WALTERBORO
FY 2017-2018 BUDGET
SUMMARY SHEET BY CATEGORY**

06/06/17

LINE ITEM	APPROVED FY 2016-2017 BUDGET AS AMENDED	FY 2017-2018 DEPARTMENT REQUEST	FY 2017-2018 MANAGER'S RECOMMENDATION	FY 2017-2018 COUNCIL APPROVED
FIRE				
PERSONNEL	\$ 924,619	\$ 1,143,939	\$ 1,017,634	\$ 1,017,634
OPERATING	\$ 222,351	\$ 329,418	\$ 306,676	\$ 306,676
CAPITAL	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
SUBTOTAL	\$ 1,146,970	\$ 1,523,357	\$ 1,374,310	\$ 1,374,310
PARKS				
PERSONNEL	\$ 308,666	\$ 333,518	\$ 334,780	\$ 334,780
OPERATING	\$ 127,695	\$ 366,387	\$ 346,557	\$ 346,557
CAPITAL	\$ -	\$ 76,000	\$ 33,000	\$ 33,000
SUBTOTAL	\$ 436,361	\$ 775,905	\$ 714,337	\$ 714,337
TOURISM				
PERSONNEL	\$ 102,866	\$ 107,621	\$ 107,552	\$ 107,552
OPERATING	\$ 36,500	\$ 54,015	\$ 48,665	\$ 48,665
SUBTOTAL	\$ 139,366	\$ 161,636	\$ 156,217	\$ 156,217
NON DEPARTMENTAL	\$ 211,657	\$ -	\$ -	\$ -
RESERVE ACCOUNTS	\$ 276,905	\$ -	\$ -	\$ -
TOTAL ALL EXPENDITURES	\$ 6,747,362	\$ 7,923,007	\$ 7,155,211	\$ 7,155,211
GENERAL FUND - FUND BALANCE	\$ -	\$ -	\$ 132,000	\$ 132,000
BALANCE	\$ -	\$ (1,904,507)	\$ -	\$ -

ORDINANCE # 2017-05

AN ORDINANCE ADOPTING THE CITY ENTERPRISE BUDGET FOR FISCAL YEAR 2017-2018 AND MATTERS RELATING THERETO.

WHEREAS, the 2017-2018 Enterprise Budget has been presented and considered; and

WHEREAS, a public hearing on the budget has been properly advertised and conducted on June 6, 2017.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Walterboro, South Carolina, in Council Assembled, as follows:

The 2017-2018 City Enterprise Budget is hereby adopted with revenues and expenditures in the amount of \$4,114,100 as set out in the budget document dated June 6, 2017.

This ordinance shall be effective July 1, 2017.

DONE, this 6th day of June, 2017.

William T. Young, Jr.
Mayor

ATTEST:

Betty J. Hudson
City Clerk

First Reading: May 2, 2017
Public Hearing: June 6, 2017
Second Reading: _____

**CITY OF WALTERBORO
FY 2017-2018 BUDGET
SUMMARY SHEET BY CATEGORY**

06/06/17

LINE ITEM	APPROVED FY 2016-2017 BUDGET AS AMENDED	FY 2017-2018 DEPARTMENT REQUEST	FY 2017-2018 MANAGER'S RECOMMENDATION	FY 2017-2018 COUNCIL APPROVED
<u>BEGINNING NET POSITION</u>				
UTILITY FUND	\$ 1,065,268	\$ 1,288,817	\$ 1,288,817	\$ 1,288,817
BEGINNING BALANCE TOTAL	\$ 1,065,268	\$ 1,288,817	\$ 1,288,817	\$ 1,288,817
<u>REVENUE</u>				
UTILITY FUND	\$ 4,022,150	\$ 4,080,200	\$ 4,114,100	\$ 4,114,100
<u>EXPENDITURES</u>				
WATER				
PERSONNEL	\$ 449,563	\$ 465,292	\$ 468,652	\$ 468,652
OPERATING	\$ 448,935	\$ 487,599	\$ 452,881	\$ 452,881
CAPITAL	\$ -	\$ 53,000	\$ 30,000	\$ 30,000
SUBTOTAL	\$ 898,498	\$ 1,005,891	\$ 951,533	\$ 951,533
UTILITY SUPPORT				
PERSONNEL	\$ 143,687	\$ 150,487	\$ 159,237	\$ 159,237
OPERATING	\$ 67,100	\$ 75,180	\$ 70,480	\$ 70,480
DEBT	\$ 486,719	\$ 428,290	\$ 428,290	\$ 428,290
SUBTOTAL	\$ 697,506	\$ 653,957	\$ 658,007	\$ 658,007
SANITATION				
PERSONNEL	\$ 242,989	\$ 243,062	\$ 243,624	\$ 243,624
OPERATING	\$ 193,666	\$ 218,181	\$ 220,990	\$ 220,990
CAPITAL	\$ -	\$ 215,000	\$ -	\$ -
SUBTOTAL	\$ 436,655	\$ 676,243	\$ 464,614	\$ 464,614
SEWER				
PERSONNEL	\$ 223,756	\$ 242,217	\$ 243,433	\$ 243,433
OPERATING	\$ 484,020	\$ 533,505	\$ 492,895	\$ 492,895
CAPITAL	\$ -	\$ 26,500	\$ -	\$ -
SUBTOTAL	\$ 707,776	\$ 802,222	\$ 736,328	\$ 736,328
SEWER SUPPORT				
PERSONNEL	\$ 275,168	\$ 282,650	\$ 283,446	\$ 283,446
OPERATING	\$ 52,340	\$ 57,350	\$ 30,165	\$ 30,165
CAPITAL	\$ -	\$ 235,500	\$ 107,000	\$ 107,000
SUBTOTAL	\$ 327,508	\$ 575,500	\$ 420,611	\$ 420,611
UTILITY SUPPORT TO GF	\$ 954,207	\$ 366,387	\$ 883,007	\$ 883,007
UTILITY FUND SUBTOTAL	\$ 4,022,150	\$ 4,080,200	\$ 4,114,100	\$ 4,114,100
<u>ENDING NET POSITION</u>				
UTILITY FUND	\$ 1,065,268	\$ 1,288,817	\$ 1,288,817	\$ 1,288,817

**MEMORANDUM OF AGREEMENT BETWEEN
CITY OF WALTERBORO
AND
THE MARINE CORPS AIR STATION (MCAS) BEAUFORT, SC
FOR
MUTUAL AID SUPPORT**

This Memorandum of Agreement, is entered into by and between the Marine Corps Air Station, Beaufort and the City of Walterboro.

1. **REFERENCES:** The following References provide authority and guidance for the preparation, maintenance, and provisions contained in the agreement.

1.1. DoD Instruction 6055.06, DoD Fire and Emergency Services (F&ES) Program

1.2. South Carolina State Code of Laws Title 6, Chapter 11, Article 13 (SC ST 6-11-1810 Mutual Aid Assistance)

2. **PURPOSE:** The purpose of the Agreement is to secure for each the benefits of Mutual Aid in the event of natural and/or man-made disasters involving hazardous materials response, weapons of mass destruction, confined space rescues, mass casualty incidents, aircraft mishaps, and firefighting services.

3. **SCOPE OF WORK:** The parties agree as follows:

3.1. Each of the parties hereto will maintain equipment and personnel for the suppression and control of fires and other emergencies defined within the purpose of this document within its own jurisdiction and areas.

3.2. Each of the parties hereto desire to augment the fire protection available and emergency response capability in their various establishments, districts, agencies, and municipalities in the event of large fires and other emergencies that tax the capabilities of the individual department.

3.3. The lands or districts of the parties hereto are within the boundaries of Beaufort County and Colleton County, SC so that mutual assistance in an emergency is deemed feasible.

3.4. It is the policy of the Department of the Navy and of the municipalities and of their governing bodies to conclude such agreements wherever practicable.

3.5. It is mutually deemed sound, desirable, practicable, and beneficial for the parties to this agreement to render assistance to one another in accordance with these terms.

4. **RESPONSIBILITIES OF THE PARTIES:**

4.1. Whenever it is deemed advisable by the senior officer of a fire department belonging to a party to this agreement, or by the designated Incident Commander of any such fire department actually present at any emergency incident, to request emergency incident mitigation assistance under the terms of this agreement, she/he is authorized to do so, and the shift supervisor or

Battalion Chief on duty of the fire department receiving the request shall forthwith take the following actions:

4.1.1. Immediately determine if apparatus and personnel can be released to respond to the incident.

4.1.2. Dispatch such apparatus and personnel as requested, based on availability, with complete instructions as to the mission, in accordance with the terms of this agreement. The Commanding Officer of MCAS Beaufort delegates response authority under this agreement to the senior officer of the Structural Fire Department on a given shift in order to facilitate timely response.

4.2. The rendering of assistance under the terms of this agreement shall not be mandatory, but the party receiving the request for assistance should immediately inform the requesting service if, for any reason, assistance cannot be rendered

4.3. Each Party to this agreement waives all claims against the other party or for compensation for any loss, damage, personal injury, or death occurring in consequence of the performance of this agreement.

4.3.1. All services performed under this agreement shall be rendered without reimbursement of either party.

4.3.2. Direct expenses and losses which are additional firefighting cost over and above normal operating costs incurred while fighting a fire on property which is under the jurisdiction of the United States may be reimbursed in accordance with the Federal Fire Prevention and Control Act of 1974 (Public Law No. 93-498, 15 U.S.C. 2201 et seq.) and its implementing regulations (44, C.F.R. 151).

4.3.3. Worker's compensation insurance shall be provided by the sending agency and will not be the responsibility of the receiving agency.

4.4. In connection with this mutual aid assistance agreement any service performed by Active Duty Military personnel or employees of the United States shall constitute service rendered in the line of duty. The performance of such service by any other individual shall not constitute such individual as an officer or employee of the United States.

4.5. The designated Incident Commander of the fire department of the requesting service shall assume full charge of the operations, but if he specifically requests a senior officer of a fire department furnishing assistance to assume command, he shall not, by relinquishing command, be relieved of his responsibility for the operations.

4.5.1. The apparatus, personnel, and equipment of the agency rendering assistance shall be under the immediate supervision of and shall be the immediate responsibility of the Incident Commander of the fire department requesting assistance.

4.5.2. In the event a senior officer requests a fire department response, not to the scene of an emergency but to stand by at a fire station or other location, the senior officer of the receiving agency shall assume responsibility for the resources of the rendering agency.

4.6. The chief fire officers and personnel of the fire departments of the parties to this agreement are invited and encouraged, on a reciprocal basis, to frequently visit each other's activities for guided familiarization tours consistent with the local security requirements and, as feasible, to jointly conduct pre-fire planning inspections and drills.

4.7. The technical heads of the fire departments of the parties to this agreement are authorized to meet and draft any detailed plans and procedures of operation necessary to effectively implement this agreement. Such plans and procedures of operations shall become effective upon ratification by the signatory parties.

5. GENERAL PROVISIONS:

5.1. **MODIFICATION OF AGREEMENT:** Any party may request a modification to this Agreement by submitting written notification to the other party, at least 90 days in advance of the proposed modification date.

5.2. **TERMINATION OF AGREEMENT:** This Agreement will be automatically terminated if any of the activities is disestablished, relocated to another geographical area, when directed by higher authority, or when replaced by a new agreement. This agreement shall remain in full force and effect until cancelled by mutual agreement of the parties hereto or by written notice by one party to the other party, giving thirty (30) days notice of said cancellation.

5.3. **EFFECTIVE DATE:** This Agreement is effective upon final signature and will remain in effect unless modified or cancelled. This Agreement once signed/approved supersedes any previous agreement.

AGREED:

For City of Walterboro -

For MCAS, Beaufort, SC -

PETER D. BUCK
Col, USMC
Commanding Officer

(Date)

(Date)

THE CAROLINAS CYCLING ASSOCIATION
REGIONAL CRITERIUM CHAMPIONSHIPS

SATURDAY
JUNE 17

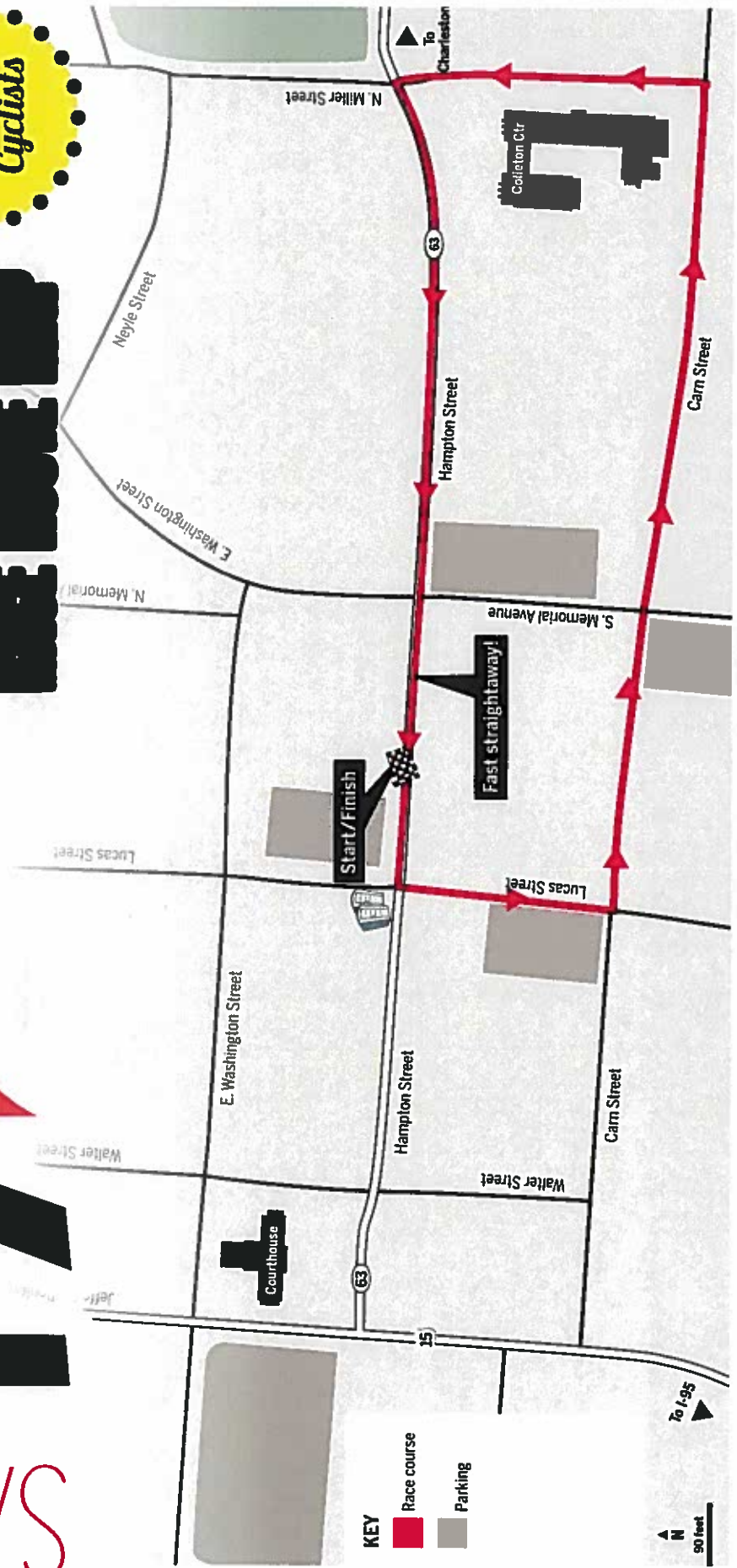


Downtown
Walterboro

10:30 AM
7:30 PM

300-400
Cyclists

RACE ROUTE MAP



Jeff Molinari

From: Alfano, Barbara <Alfano.Barbara@epa.gov>
Sent: Wednesday, May 31, 2017 1:45 PM
To: Alfano, Barbara
Subject: Brownfields Grant Announcement
Attachments: R4 selections.pdf

Greetings Southeast Brownfields Community,

The Brownfields Assessment and Cleanup grants national announcement was made today. Nationally we are awarding \$56.8 million in brownfield assessment and cleanup funding to 172 communities. \$10.7 million of the \$56.8 million in national funding is going to Region 4 communities and 37 of the 172 communities nationally (or about one-fifth) are located in Region 4. The announcement is at:
<https://www.epa.gov/brownfields/announcing-award-568-million-fy17-brownfields-assessment-and-cleanup-grants>

The successful applicants were selected on the basis of the score their applications received from a national panel of reviewers. Out of the 111 assessment and cleanup applications received from Region 4 applicants, 40 were selected for funding. A third of our Region 4 selected applicants are small or rural communities with populations less than 10,000. Over half of the 40 successful applicants in the southeast are receiving an EPA brownfields grant for the first time, so congratulations to those of you!

Every state has applicants receiving a grant except for Tennessee. The list of applicants and the awards is attached.

Our Region 4 Acting Regional Administrator will be hosting a press event on June 7, 2017, from 11:00 am to 12:00 pm at the Lifecycle Building Center, a non-profit operating a salvaging and repurposing business in Atlanta. The LBC is a selected cleanup applicant. Successful applicants from the Atlanta area will be participating in the event. LBC is housed in a 100-year old industrial facility located in a chronically underserved area, and it has been strongly supported by the local community. The cleanup grant will enable the organization to remove metal-contaminated soils and lead based paint and conduct asbestos abatement, thus allowing for a planned program expansion.

I am both pleased and regretful today. Pleased that we did have so many successful applicants in Region 4; regretful that not all the deserving communities could be funded. There were so many strong candidates this year for an award.

Barbara Alfano

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Tuesdays – Teleworking and Reachable by EPA cell at 404-217-0286

FY17 Brownfields Grants - Selections

Region 4

Applicant Name	Type of Grant	Site Name	Approved Total Funding
Alabama			
Bay Minette, AL	Assessment	Community-wide	\$300,000
Dothan, AL	Assessment	Community-wide	\$300,000
Selma, AL	Assessment	Community-wide	\$300,000
Sheffield Redevelopment Authority, AL	Cleanup	Lady Ensley Furnace/Old Dump/Former Shooting Range	\$200,000
Tarrant, AL	Cleanup	Tarrant Industrial Complex - Georgia Street Clow	\$200,000
	Cleanup	Tarrant Industrial Complex - Bethel Avenue Clow	\$200,000
Florida			
Apalachee Regional Planning Council, Eastern Panhandle, FL	Assessment	Community-wide	\$300,000
DeLand, FL	Cleanup	Former Needle Park Parcel	\$200,000
	Cleanup	Navy Dump Parcel	\$200,000
Gadsden County, FL	Assessment	Community-wide	\$300,000
Pensacola, FL	Cleanup	Community Maritime Park	\$200,000
Tallahassee, FL	Assessment	Community-wide	\$300,000
Georgia			
Atlanta, GA	Assessment	Community-wide	\$300,000
College Park, GA	Assessment	Community-wide	\$300,000
Columbus Consolidated Government, GA	Assessment	Community-wide	\$300,000
Doraville, GA	Assessment	Community-wide	\$300,000
Lifecycle Building Center, Atlanta, GA	Cleanup	Lifecycle Building Center Site	\$200,000
Mitchell County, GA	Cleanup	Former Glausier Street Gas Station site	\$200,000
Sandersville, GA	Cleanup	Downtown Cafe site	\$150,103
Kentucky			
Bowling Green, KY	Assessment	Community-wide	\$300,000
Discover Downtown Middlesboro, Middlesboro, KY	Cleanup	Benevolent and Protective Order of Elks Home Property	\$200,000
Estill County 21st Century Inc., KY	Cleanup	The MackTheater	\$200,000
Kentucky River Foothills Development Council Inc., Berea, KY	Cleanup	Former Parker Seal Rubber Plant	\$200,000
Mississippi			
Canton, MS	Assessment	Community-wide	\$300,000
Clarksdale, MS	Assessment	Community-wide	\$300,000
Crystal Springs, MS	Assessment	Community-wide	\$300,000

FY17 Brownfields Grants - Selections

Region 4

Applicant Name	Type of Grant	Site Name	Approved Total Funding
Mississippi			
East Central Planning and Development District, East-Central Mississippi	Assessment	Community-wide	\$299,700
Golden Triangle Planning and Development District, Inc., Northeastern Mississippi	Assessment	Assessment Coalition	\$600,000
Greenville, MS	Assessment	Community-wide	\$300,000
Louisville, MS	Assessment	Assessment Coalition	\$400,000
Vicksburg, MS	Cleanup	Former Kuhn Memorial Hospital-1959 Kuhn South Facility	\$200,000
	Cleanup	Former Kuhn Memorial Hospital-1832 Kuhn North Facility	\$200,000
North Carolina			
Burke County, NC	Assessment	Community-wide	\$300,000
Dunn, NC	Assessment	Community-wide	\$300,000
Greenville, NC	Assessment	Community-wide	\$200,000
Randleman, NC	Assessment	Community-wide	\$300,000
Wilson, NC	Assessment	Community-wide	\$300,000
South Carolina			
Anderson University, Anderson, SC	Cleanup	Seabrook Building/ Former Pro Weave Property	\$200,000
Honea Path, SC	Assessment	Community-wide	\$300,000
Walterboro, SC	Assessment	Community-wide	\$300,000