

Telephone: 843-549-2545

Fax: 843-549-9795

TTY Relay: 1-800-735-2905

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

September 28, 2010

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. Approval of Minutes:

1. Minutes of the September 24, 2010 Public Hearing and Regular Meeting (Minutes attached).

VI. Old Business:

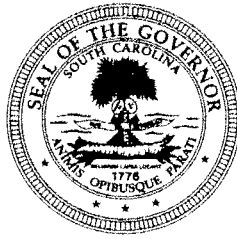
V. New Business:

1. Acceptance of SC Dept of Public Safety Justice Assistance Grant Award in the Amount of \$174,777 (95%) and Committing \$9,199 (5%) in Local Match Funds for a Total of \$183,976 (Award Letter and Grant Documents attached).
2. Request to Use City Parking Lot for Fall Business and Community EXPO on Thursday, October 28, 2010 (Letter attached).
3. Request to Place Temporary Signs for 2nd Annual Palmetto Classic Stride 5K Run and Walk on November 13, 2010 by Band of Blue Booster Club (Letter attached).
4. Request for Street Closing for the Annual Christmas Parade December 5, 2010 by Rice Festival Board (Letter and Parade Permit Request attached).

VI. Committee Reports:

VII. Executive Session:

VIII. ADJOURNMENT.



State of South Carolina

Office of the Governor

MARK SANFORD
GOVERNOR

POST OFFICE Box 12267
COLUMBIA 29211

September 10, 2010

Mr. Jeffrey Lord
City Manager
City of Walterboro
242 Hampton Street
Walterboro, South Carolina 29488-3929

Dear Mr. Lord,

I am pleased to announce that you will be receiving a grant award under the Justice Assistance Grant program entitled "Drug Team" in the amount of \$174,777. The South Carolina Department of Public Safety will provide additional information to you in the near future. This grant provides funds in an area of vital concern, and we look forward to working with you on the implementation of this grant award. Take care.

Sincerely,

A handwritten signature in black ink, appearing to be "MS", written over a white background.

Mark Sanford

MS/bof.tr.11



South Carolina Department of Public Safety
Office of Justice Programs

September 10, 2010

Mr. Jeffrey Lord
City Manager
City of Walterboro
242 Hampton Street
Walterboro, South Carolina 29488-3929

RE: Justice Assistance Grant Program No. 1G10043
Drug Team

Dear Mr. Lord:

I am pleased to provide you with a grant award approved by this office in the amount of \$174,777. In order to complete the contract for this award, it is necessary that the official authorized to sign the application return the original grant award with an original signature within 30 days from the date of this award. The signed original should be sent to:

Ms. Penny Baskin
Senior Accountant
S.C. Department of Public Safety
Accounting-Grants
Post Office Box 1993, Building D, Floor 1
Blythewood, South Carolina 29016

Copies of the grant Request for Financial Payment/Quarterly Fiscal Report Forms can be found on our website at www.scdps.org/ojp/cjgp.asp. The financial reports should be completed for each calendar quarter ending date and are due 30 days after the end of the quarter. The Programmatic Progress Report Form can also be found on this page under Justice Assistance Grants. The due dates and periods covered for programmatic progress reports are indicated on the progress report forms.

Sincerely,

Burke O. Fitzpatrick
Administrator

BOF:tr

Enclosures

c: Captain Clint Crouse
JAG Official File

SOUTH CAROLINA DEPARTMENT OF PUBLIC SAFETY
OFFICE OF JUSTICE PROGRAMS
POST OFFICE BOX 1993
BLYTHEWOOD, SOUTH CAROLINA 29016

GRANT AWARD

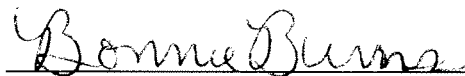
Subgrantee: City of Walterboro
Grant Title: Drug Team
Grant Period: 9/1/2010 - 6/30/2011 Date of Award: September 10, 2010
Amount of Award: \$174,777 Grant No.: 1G10043

In accordance with the provisions of the Edward Byrne Memorial Justice Assistance Grant Program (JAG), CFDA No. 16.738 (Federal Grant #2010-DJ-BX-0088), and on the basis of the application submitted, the South Carolina Department of Public Safety hereby awards to the foregoing Subgrantee a grant in the federal amount shown above, for the projects specified in the application and within the purposes and categories authorized for Justice Assistance Grant program grants.

This grant is subject to the terms and conditions set forth in the application and to the special conditions attached to the grant award.

Payment of Funds: Grant funds will be disbursed to subgrantees (according to the project budget) upon receipt of evidence that funds have been invoiced and products received or that funds have been expended (e.g., invoices, contracts, itemized expenses, etc.). A copy of the Budget Detail Page of the grant application is available on our website for the subgrantee's use in completing the request for payment forms.

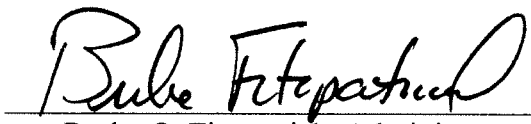
The grant shall become effective, as of the date of the award, upon return to Accounting-Grants of an originally signed copy of this form signed by the Official Authorized to Sign in the space provided below. This award must be accepted within thirty (30) days from the date above, and such quarterly and other reports required by the South Carolina Department of Public Safety must be submitted to Accounting-Grants in accordance with regulations.



Bonnie Burns, Program Manager
Office of Justice Programs

ACCEPTANCE FOR THE SUBGRANTEE

Signature of Official Authorized to Sign



Burke O. Fitzpatrick, Administrator
Office of Justice Programs

GRANT AWARD DATA: THIS AWARD IS SUBJECT TO SPECIAL CONDITIONS ATTACHED.

SPECIAL CONDITIONS

SUBGRANTEE: Walterboro Public Safety Department

GRANT TITLE: Drug Team

GRANT NO: 1G10043

AWARD DATE: 9/10/2010

ALL SPECIAL CONDITIONS MUST BE RESPONDED TO WITHIN THIRTY (30) DAYS FROM THE DATE OF AWARD AND PRIOR TO DISBURSEMENT OF FUNDS UNLESS OTHERWISE SPECIFIED.

1. Please note that the grant period for this award is September 1, 2010 - June 30, 2011. This is a change from the requested start date you submitted on the application.
2. Submit via mail the appropriate original signatures of the Project Director, Financial Officer and the Official Authorized to sign within 30 days of award notice. The Project Director, Finance Officer and Authorized Official cannot be the same person. Please contact Penny Baskin, Senior Accountant, at (803)896-8412 or by email at "theresabaskin@scdps.net" for further information.
3. Requests for grant revisions; transferring funds from one budget line item to another should be submitted as soon as it becomes apparent that there is a need for a change. The deadline for final grants revisions and or extensions will be May 1, 2011.
4. Subgrantee is to ensure that, no later than the due date of the first quarterly report, the subgrantee will have a valid DUNS number and have an active registration with the Central Contractor Registration (CCR) database. No reimbursements will be made if this condition is incomplete. Please contact Penny Baskin, Senior Accountant, at (803)896-8412 or by email at "theresabaskin@scdps.net" for further information.
5. Submit a copy of the policies and procedures regarding travel costs as stated in Grant Terms and Conditions No. 16.
6. Prior to obligation or expenditure of funds for equipment or supplies, including those bid in the aggregate, \$2,500.01 or over, written approval must be received from the State Funding Agency. Refer to the Equipment Procurement Administrative Procedures outlining state and federal requirements located on the OJP website, www.scdps.org/ojp. Please contact Penny Baskin, Senior Accountant, at (803)896-8412 or by email at "theresabaskin@scdps.net" for further information.
7. All purchases must follow state procurement guidelines. If purchasing on state contract the bidding process has already been completed and no additional bidding is required. The state contract number must be on the invoice when submitting for reimbursement. Please

SPECIAL CONDITIONS

contact Penny Baskin, Senior Accountant, at (803)896-8412 or by email at "theresabaskin@scdps.net" for further information.

8. All grant-funded personnel must work 100% of their time in the grant-funded position.
9. All individuals hired for grant-funded positions and those individuals hired to replace employees moved to grant-funded positions must be identified via a Certification of Additional Personnel Letter sent to this office. The Head of the Implementing Agency and the Official Authorized to Sign for the grant must sign this letter and attest that subgrant funds will not be used to supplant or replace local funds or other resources that would otherwise would have been available. Any changes to grant funded personnel must be submitted to the State Funding Agency within 30 days from the date the change occurs.
10. All training that grant-funded personnel will attend which will be paid for with grant funds, including registration, lodging, meals or mileage, must receive prior written approval by submitting the training approval form with a copy of the agenda to the State Funding Agency.
11. The Point of Contact form provided in the award packet must be completed and submitted to the State Funding Agency within 30 days from the date of the award.
12. A Progress Report covering the period of September 1, 2010 to December 31, 2010 will be due by February 1, 2011 and a Progress Report covering the period of September 1, 2010 to June 30, 2011 will be due by July 15, 2011. The Annual Evaluation Report will also be due by July 15, 2011. Additional progress reporting requirements may be required due to new federal guidelines. More information will be provided as it becomes available. Failure to submit any of these required reports in a timely manner will result in a delay in reimbursements. Please contact John Stuart at (803) 896-8705 for further clarification.
13. Please note some of your budget and programmatic grant pages have been changed to reflect current award. You will need to reprint those pages for your files.

c. Reimbursable

Section 6

a. Organization Type : City

Other:(Specify)

b. U. S. Congressional District 06

Section 7

Agency DUNS number*: 131461469
(www.dunandbradstreet.com)

Has your agency registered with Central
Contractor Registration (CCR)?* **Yes**
(www.ccr.gov)

For **Central Contractor Registration (CCR) handbook** click here.

* This data is not required to submit this application but will become necessary for federal reporting requirements if this project is awarded.

FEIN: 576001119

FEIN:

Agency Name Walterboro Public Safety Department

Address 242 Hampton Street

City Walterboro

State South Carolina

(Please use the Name/Address
above instead of this field)

Name and Address of Implementing
Agency

10 Digit Zip 294883929

(Area) Phone #: 8435491811

(Area) Fax #: 8435498583

COMPLETE PAGES 2&3 BEFORE COMPLETING THIS SECTION

Section 8

BUDGET

Use whole dollars only (For example: \$1,500 not \$1,500.00)

a. BUDGET CATEGORIES	GRANTOR	AGENCY MATCH	TOTAL
Personnel	\$103,932	\$5,470	\$109,402
Contractual Services	\$0	\$0	\$0
Travel	\$3,800	\$200	\$4,000
Equipment	\$59,422	\$3,128	\$62,550
Other	\$7,623	\$401	\$8,024
TOTAL:			

\$174,777

\$9,199

\$183,976



b. PERCENTAGE:

95%

5%

100 %

Section 9

APPROPRIATION OF NON-GRANTOR
MATCHING FUNDS City

Other (Explain):



WALTERBORO-COLLETON
CHAMBER OF COMMERCE

September 9, 2009

Mayor and City Council
City of Walterboro
P.O. Box 709
Walterboro, SC 29488

Dear Council Members:

The Walterboro-Colleton Chamber of Commerce is interested conducting our fall Business & Community EXPO for **Thursday, October 28th**. This will be our 11th year sponsoring the exhibition and it has been a successful event for the chamber. We will continue to increase the awareness of the shop local campaign - "Keep Your Bucks in the 'Boro".

We would like to request that the parking lot (the two sets of lanes closest to the Bethel United Methodist church property) be closed to accommodate the EXPO and permission for local businesses to have the opportunity to sell their products and services during the event. The EXPO hours would be 11:00 am to 3:00 pm. We request that the parking lot be closed from 9:00 am to 5:00 pm.

Thank you in advance for your assistance in this matter.

Sincerely,

David M. Smalls
President



To the Mayor and City Council:

The Colleton County Band of Blue requests your approval for our 2nd Annual Palmetto Classic Stride 5K Run and Walk to be held on November 13, 2010. We were pleased with the turn out last year for the 1st Annual Walk and hope for it to be bigger and better this year. The participants would like us to do it again this year and to make it an Annual event for the city. The Runner and Walkers were happy to be able to stay in their hometown of Walterboro and have a Run/Walk, so they would not have to travel out of town.

The Run/Walk will begin at 8am on November 13, 2010. The route will begin in the county parking lot with registration and then the starting point will be at the Great Swamp entrance on Washington Street. The route will go through part of the Great Swamp Sanctuary and then go into Forest Hills around by the park then back out past the Movie Theater and back to the Great Swamp entrance for the finish.

We would also ask for approval to put up four temporary signs for the event. We would put two of the signs at each entrance to the Great Swamp Sanctuary and the other two in the Downtown area. We would like to put them up three weeks before the event. The signs will be small and neat.

Thank You for your time and consideration of our event to raise money to support the Colleton County High School Band of Blue.

Linda and Lindsay Breland

Band of Blue Booster Club

(843) 908-0319

1839 Bethel Road

Ruffin, SC 29475



Colleton County Rice Festival

200 East Washington Street • Walterboro, South Carolina 29488
(843) 549-1079 • Fax (843) 549-5232

September 23, 2010

City of Walterboro
Mayor and City Council
P.O. Box 709
Walterboro, SC 29488

RE: Street Closing for Christmas Parade
Sunday, December 5, 2010

Dear City Officials:

The Colleton County Rice Festival Board wishes to request that the city close certain streets for the 2010 Christmas Parade.

The parade is being held Sunday, December 5th at 3:30 P.M. We ask that the streets be closed at 2 P.M. The parade route will be from Detreville Street on S. Jefferies Blvd. to Forest Hills Road on N. Jefferies Blvd. with a left turn to Ivanhoe Shopping Center. The Christmas Tree Lighting will immediately follow the parade.

Thank you very much for your generous cooperation.

Sincerely,

Jimmy Trippe, President

CITY OF WALTERBORO
PARADE/PROCESSION PERMIT REQUEST

(PLEASE PRINT INFORMATION REQUESTED)

Application Date: 9.23.10

1. Person submitting application: Alicia Biering
Address: 200 E. Washington St.
Telephone: 843.549.1079

2. Name of Organization: Colleton County Rice Festival
Chairperson/President: Jimmy Trippe
Address: 445 Chamblae Rd.
Telephone: 843.538.7200

3. Parade Chairman: Charlie Sweat
Address: _____
Telephone: _____

4. Date/Time of Parade: December 5, 2010 / 3:30 pm

5. Parade Route requested (Attach Sketch) The parade will begin at Live Oak Cemetery on Jeffries Blvd. travel north on Jeffries - left at Forest Hills Road and disperse at Ivanhoe Creek

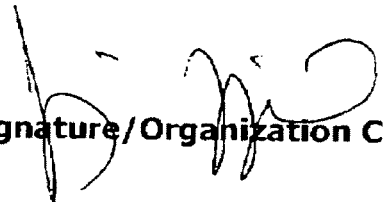
6. Number of Vehicles/Floats: 80 approx Number of Animals: 10 approx

7. Portion (width) of street parade will occupy: entire street

8. Additional Information (Upon Request): _____

Signature/Parade Chairman

Signature/Organization Chairperson



____ Approval

____ Disapproval

Otis L. Rhodes, Chief

Jeff Lord, City Manager

NOTE: >>> Call Police Dept. (549-1811) to confirm Parade/Procession Route three days prior to parade.

DRAFT

Walterboro City Council
Public Hearing and Regular Meeting
September 14, 2010

MINUTES

A Public Hearing and Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, September 14, 2010, at 6:15 P.M., with Mayor Bill Young presiding.

PRESENT WERE: Mayor Bill Young, Council Members: Dwayne Buckner, Randy Peters, Charles Lucas, Ted Parker, Franklin Smalls and Tom Lohr. City Manager Jeff Lord, City Clerk Betty Hudson, City Attorney George Cone and Attorney Ashley Amundson were also present. There were approximately 21 persons present in the audience.

There being a quorum present, Mayor Young called the meeting to order and called on Council Member Smalls for the invocation, and Council Member Parker to lead the pledge of allegiance to our flag.

At this point, Mayor Young congratulated City Manager Jeff Lord, who was awarded the 2010 Palmetto Patriot Award by the Lt. Governor. The Palmetto Patriot Award was established in 1995 and is presented to South Carolinians who demonstrate good citizenship and exceptional achievements in their professions. Since 2008 Mr. Lord has served as City Manager and in this role, he developed the Community Policing Outreach Program to prevent and solve criminal acts through positive interaction between Public Safety Officers and the citizens of Walterboro. Mayor Young stated, we are really proud of our City Manager.

City Manager Lord added, this is only true recognition of our Public Safety Department and what they have been doing.

There being no objections, Mayor Young added the following items to the agenda.

- 1) Add under Committee Reports - **No. 1** Report from the Youth Advisory Commission from Council Member Tom Lohr.
- 2) Add under Presentations - **No. 4** Discussion of Economic Development and Jobs by Council Member Dwayne Buckner.
- 3) Add under Executive Session - **No. 2** Discussion of negotiations to proposed contractual arrangements and **No. 3** Receipt of Legal advice.

PUBLIC INPUT ON AGENDA ITEMS:

Ms. Marsha Johnson raised a concern on Resolution # 2010-R-08, which authorized participation in the South Carolina Other Retirement Benefits Employer Program. She asked what is the cost for these benefits. She also asked how this affects this year's budget. City Manager Lord responded that the Government Accounting Standards Board changed the regulations with Finding No. 45, which says that you had to account in the current year for post retirement benefits for current employees. Before this happened, we would budget as we went along for any retirement benefits that we had to provide. This change requires that we account for it in each year during the employee's service not after their service. This allows the city to participate in a pool with the Municipal Association. That pool means that we can get a better interest rate, and that higher interest rate means that we have to set aside less money.

Finance Director Bill Floyd stated, by participating in the Municipal Association's SCORBET, we not only get a better interest rate, but we will be able to not recognize the liability all at once. If we don't participate, we have to have the entire liability for the current period for all past services. By participating in this, we will have to amortize over 30 years.

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Walterboro City Council
Public Hearing and Regular Meeting
September 14, 2010

MINUTES/Page II

Ms. Johnson added, so you are not incurring any larger amount, you are just amortizing the current amount over a period of time.

PUBLIC HEARING:

The Mayor then opened a public hearing, duly advertised, to receive public comments on the city's proposed CDBG Grant Application for the Lemacks Street Neighborhood Revitalization Plan in the amount in the \$25,000. He recognized Ms. Holly Crew, present on behalf of Lowcountry Council of Governments (LCOG) to conduct the hearing.

Ms. Crews told Council that initially the city was interested in submitting an application for \$500,000 to the Department of Commerce for a project on North Lemacks Street. However, after submitting the application request, the Department of Commerce felt that the city was not ready to apply for these funds, and told us to do a study first to get a plan in place. By outlining all the issues, this will make the application stronger in the future. So, that is what we are doing right now. We are applying for \$25,000 to do a neighborhood revitalization study. There is a 15% or \$2,500 match required by the city.

Ms. Crews further stated, we are assuming that the study will take around 10-11 months, and after that study is complete, it will be considered a ready-to-go project. If you wanted to pursue funding to do the actual Lemacks Street Revitalization Project, you would be able to apply for the full amount of \$500,000 and it would not be a competitive application, like this application is. We will actually send in this application and compete with other localities for the funding.

City Manager Lord stated that the City applied to the state to allow us to use \$25,000 of our program income before we sent the application in and they turned us down for using our program income funds to do that. So, we sent the application in and now they want us to apply for \$25,000 to do it.

PRESENTATIONS:

- 1) Update on 2010 Census Results - Terry Seabrook, Partnership Specialist, U.S. Census Bureau

Ms. Terry Seabrook gave a brief update on the 2010 Census. She stated that last year when she visited Council she noted that for the 2000 Census, the state's participation rate was number 49 out of the 50 states in responding to the census. I am happy to report now that as a result of the 2010 Census, South Carolina has moved from its Number 49 position up to Number 23 in the nation. That is a significant increase in our response rate to the census.

Ms. Seabrook reported that South Carolina had a 73% overall response rate from the state, which is up from 65% in 2000. The national response rate was only 72%. So, we exceed the national response rate and we are very happy. She reported that the City of Walterboro had a 71% response rate. Ms. Seabrook acknowledged and introduced the members of the Complete Count Committee who assisted her in the 2010 Census. She gave special thanks to Ms. Bonnie Ross of City Staff, for her hard work and diligence in making sure everyone stayed on track.

She said, we are always mindful of the fact that this is important work and that this is how money comes back to the city from the state. Ms. Seabrook stated that she had given a handout to everyone. This handout shows a final count for every county as to how they responded to the census, and behind that is a time line as to the roll out of the census numbers and when the numbers will be available. Of course, the President will get his numbers on December 31, 2010 and then they will be rolled out

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Walterboro City Council
Public Hearing and Regular Meeting
September 14, 2010

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to the states and their municipalities in due order. She thanked the Mayor and City Council for all their assistance in this endeavor.

Council Member Lucas asked if the percent figures were based on the number of properties in the counties? Ms. Seabrook stated that the percentage is based on the number of forms that were mailed in from this community. So, that is the number of people who sent back their forms without any prompting, other than the work done by the Count Committee. The more folks who send back their forms without a lot of additional visits and calls save the community and the government a lot of money, time and effort.

2) Projects Update - City Manager Jeff Lord

City Manager Jeff Lord gave a brief Update on the 2010 City Projects. He stated that most of the projects were set out in the annual retreat in February, some were carryover projects and some projects were picked up along the way. He then gave a status of each project.

Some of the highlights of his presentation were as follows:

1) Abatement Fund. This fund was created and we have had our first round of cleaning. We have cleaned 9 properties and demolished 6 buildings.

2) Retail Market Study. Staff completed this study early in the year. A Development Corporation has been created and we have sent off for 501(c) 6 status. The Housing Authority is still in the process of being created.

3) Economic Development - This is our first year of economic development. It started in July of last year. We have focused on 5 areas:

1. Business Assistance and Growth
2. Business Recruitment and Retention
3. Relationship Building
4. Communications and Marketing
5. Analysis and Planning

Under **Business Assistance and Growth**, our economic efforts have been to establish an assistance program for small businesses. We worked with PRTC to help them purchase the Fred's Building. We tried to communicate between them and the Department of Commerce to help earn credits, to help make sure they come inside the city. We developed programs with surrounding entities to have a regional approach to economic development. An important part has been working with the businesses so that they would have help working with our city departments in permitting. We have worked with businesses to try and help develop their products and apply for numerous grants.

Under **Business Recruitment and Retention**, we worked with Sears to help them relocate in an effort to keep them in the city. We are showing the retail study to anybody we can. We have developed an incentive package to encourage smart growth. We are working right now with the Little Caesar that's in the old Aston Hill building. We are working with them in hopes that they would want to annex later in the city. We have been working with several companies trying to get them started here and we have created a Development Corporation.

Under **Relationship Building**, we have been working with local businesses. A survey was created to get an understanding of what businesses needed from the city and what we could provide to make them more successful.

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Walterboro City Council
Public Hearing and Regular Meeting
September 14, 2010

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We have worked with many organizations trying to get the word out on what we are doing. We have been working with utilities and co-ops because when it comes to Economic Development, they have a lot to do with a regional approach. We have been talking to state firms and developers to let them know the availability here. USDA Rural Development - We have been working with them to get grants. We have been successful. We have been working with the Department of Commerce, Developers Association, Shopping Centers and HUD.

Under **Communications and Marketing**, we have improved our website, done some Face book and some videos and that has been helpful. We are coordinating efforts with businesses, non profits, magazines and newspapers. Of course, we have the "Keep the Bucks in the Boro" Program.

Looking to the future, in the **Analysis and Planning**, we have identified the need to develop retail space that tenants want to expand into. That's redevelopment as well as development. Residential communities so we can have in-migration and not just migration from one neighborhood to another. Of course, the Exit 53 and 57 are vital when it comes to pulling businesses off the interstate and developing them as a destination. We can't forget downtown in how important it is to revitalization and redevelopment, once they get off the interstate and go through the city.

4) Improve Exit 53 & Exit 57 Through Adopt-An-Interchange Grant. This is currently under construction. It's been a long time coming, but it's finally happening.

5) The Design for the I-95 Loop Project. The preliminary design is complete and there is a public meeting scheduled next week to review the preliminary designs.

6) All neighborhoods are served by parks and playgrounds. We had to take over the parks. We had to clean them up and that has been done. We had to clean up a lot of graffiti. We have updated the signage - that's complete. The Preliminary design for the Park Master Plan is complete and was presented to Council and the public last week.

7) Youth Advisory Commission. This commission is currently meeting. There will be another update from Councilman Lohr tonight.

8) Improvements to Ireland Creek. We still remain a priority with the Corps of Engineers, but this item has not been allocated yet.

9) Great Swamp Sanctuary Invasive Species Rehabilitation. This project is ongoing. This project has been underway since the beginning of the year and we have another 2½ years to go.

10) Discovery Center. The Discovery Center has not progressed. We are still ready to go, and we have the documents done. We have all permits and the land, and we are still seeking an outside funding source.

At this point, Finance Director Bill Floyd stated that the City had received a grant from the Heritage Corridor for a new trail in the Great Swamp Sanctuary. We will be letting the bids for this project.

11) North Lemacks Revitalization Project. We have had a public hearing on this. We applied in the fall round. As I mentioned, we asked to be able to use our program income funds to do the study, but we were denied. We applied and they sent

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Walterboro City Council
Public Hearing and Regular Meeting
September 14, 2010

MINUTES/Page V

it back saying we should do a study and to apply for funding for the study. So this is moving forward slower than hoped.

12) Security Cameras in the Great Swamp Sanctuary. This is complete.

13) Bells Highway Pump Station Upgrade. This is complete.

14) The Wastewater Treatment Plant Capacity Improvements. We did a study of the wastewater treatment plant capacity improvements. The recommendations were 1 million gallons a day improvement in the next four years and another million in the next four years after that.

15) Phase II of the System Rehabilitation Project. Staff was to seek funding. That funding was found under the Recovery Act and that project is currently under construction and is due to be complete in October.

16) Seek Grant Funding for Remaining Four Small Looping Projects. The Rivers Street and Henderson Streets waterline extensions are complete. We are still seeking funding for Hampton Street, applied under USDA. The Witsell Street project is done and was amended at the last Council Meeting to spend some of the leftover money in the area.

17) Assessment of the Downtown Water Tank for Restoration. Our engineers advised that it was better for us to improve the system than replace or repair the tank. Some of those improvements include the Francis Street Water Line Project which is under construction. That is a CDBG Grant-funded project and we also have a USDA application in for the Hampton Street and Washington Street waterline improvements.

18) Highway 63 and I-95 Pump Stations. Both of those projects are complete.

19) Wastewater Treatment Plant Upgrades to the Effluent Station. This project is complete.

20) Pine Needle Pump Station Upgrade. This is complete.

21) Gravity Line to the New Quick Jobs Center. This is complete.

22) Airport. We were asked to look at the airport and come up with a plan for improvement for water and sewer to be able to attract industry. That is complete. We got that about 2 weeks ago. We have been reviewing it in-house. The next stage for us is to decide if we want to pursue construction documents.

23) Implement the Community Outreach Program in the Public Safety Dept. We have done this, adjusted it and will continue to try to improve it.

24) Patrol Laptop Upgrades. This has been implemented. We finally received authority from SLED for using the air cards so we can get automated ticket processing. On this agenda, you have a grant acceptance for further upgrades for printers, etc.

25) The Gun Buy-Back Program was an initiative that Council wanted to pursue, but it was actually initiated by a non-governmental organization, the Ministerial Alliance.

26) Drug Team. This team has been created and active for a little over 3 months. This team has been a very effective instrument for us to address crime. We

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Walterboro City Council
Public Hearing and Regular Meeting
September 14, 2010

MINUTES/Page VI

received notice today that we have been awarded \$174,777 grant for the Drug Team and that will be on the next agenda for your acceptance.

27) Commission a Study for the Downtown Trees and Landscaping. The study has been completed, reviewed and currently bid documents are being developed. The kiosk is complete. We have updated it once and probably will update it again.

28) Expansion of White Lights in the Central Business District. We originally did one block the first year and this year we have already done the other block, and we still have more to do in this year's funding.

29) Buy Local Campaign to Keep the Bucks in the Boro. This is a complete project.

30) Social Media. Today, we had 916 people as fans on Facebook. Twitter has not been as successful, but we have not been as active with Twitter as we have with Facebook.

31) Comprehensive Plan - Has been completed.

32) Zoning Ordinance Revision - is currently underway. The payday and check cashing ordinance has been completed.

33) Curb Side Recycling - We are still talking to the county because we need them to participate to do this project. We have had some discussions with corporations that provide it. This is still something we are working on.

34) Sidewalk Rehabilitation Project. SCDOT is doing this. They have been doing the sidewalks, basically on Hampton Street, Carn Street and streets in between. They have been doing a lot of handicapped ramps and accessible ramps and repairing the sidewalks. They are doing a beautiful job.

35) Recodification of the Code. Of course, this is complete. It was done early in the year. Electronic documents are complete and we have been posting our agendas on line.

Mr. Lord reported the following current ongoing projects:

The Finance Department/Economic Development has been doing the GASB 45 conversion. They have been working on the North Lemacks Street Revitalization, and the development and housing authority.

Public Safety has been working on reevaluating preparation for the ISO. Working on the patrol work stations, the drug team and the community involvement initiative, which is the community policing, mentoring, neighborhood watches, etc.

The Utilities Department is working on the Francis Street waterline, and still working on the Witsell Street Project, because it has been amended. They are working through our fire hydrant replacement program to help improve our ISO rating. We have a grant in the works for the Hampton and Washington Street waterline projects.

Planning and Codes is still working on property and abatement. They have finished the first round and about to start the second round. They have also been working on the North Lemacks revitalization and the Zoning Ordinance revision.

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The Tourism Department has been working on event development to try to get more tourists in the downtown, and tv promotions. We have done a couple of commercials, and had some good coverage on some of the tv channels. There is an International Eco-tourism Conference coming to Hilton Head in 2011 and they are working with that conference to get some conference sessions here.

The Parks Department is currently working on the adopt-an interchange and rehabilitating the parks that we took over. They are designing the loop street scape, the downtown Arborscape and the invasive rehab project are underway. Also, the Public Works Department is working on those projects in addition to working on recycling and sewer rehab.

Concluding the presentation, Mr. Lord gave the following stats on the grants that the city has received. The city has obtained \$887,928 in grants. The City has an application in to USDA for a project under \$200,000 that we have a good shot at. For CDBG we talked about \$25,000 and a probable \$500,000 coming this year. So, we have a legitimate expectation that we will exceed more than \$1 million in outside funding sources this year.

In conclusion, Mr. Lord stated, we have 45 projects and 31 of those are either complete or substantially complete. 12 are underway, and only 2 projects have no end in sight. (Ireland Creek and the Discovery Center).

Council Member Buckner then asked whether the Tourism Department had looked at marketing some other element of the city, in addition to antiques and the Great Swamp Sanctuary.

Tourism Director Donna Laird responded, we have four themes that we concentrate on: art, (which is the South Carolina Artisans Center); the antiques; history (we have 5 historic sites on our self guided tour) and nature, which is the Great Swamp Sanctuary.

With regard to economic development and jobs, Council Member Buckner then asked, is the focus on trying to recruit industry or smalls businesses or is there a combination of both? Mr. Lord responded that the focus now has been to building a foundation and trying to understand what our advantages are and how we can take advantage of them. We have focused on commercial. Industrial is out there, but the county has focused on that, and there is an effort not to duplicate efforts. We do focus on commercial development.

Mr. Buckner asked if the Economic Development Department had defined a specific number of jobs it hoped to create over a certain time period. Mr. Lord said, as many as we can get, but no specific goal has been set for a time period.

Finance Director Bill Floyd noted that the city works really hard with the county, but as far as industrial recruitment, that really is more of a county function, since all the sites are in the county. It requires an enormous amount of effort to do industrial recruitment. The laws that enable the giving of incentives to those types of things normally are authorized to County Councils. City Council really can't give those types of incentives.

3. Discussion of Crime - Councilman Dwayne Buckner

Councilman Buckner then stated, I asked that this item be placed on the agenda, because as I go throughout the community, the two things that folks want to talk about are "crime and jobs." As it relates to crime, the question is always what are

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you doing and how are you addressing this particular issue. We have in place the 10-point plan which we developed after the range of "incidences" and that has been a great plan to follow. However, what I would like to see is an expansion of that 10-point plan into a more comprehensive plan, looking at specific goals and objections on how we are going to reduce crime in the City of Walterboro over the next three years, and reduction in violent crimes - looking at how we can better foster relationships between the Police Department and our citizens, so that when things happen, the citizens would be more apt to give information. The concern and what I wanted to bring to Council for consideration is a plan. The motto of most Police Departments and it is the same here is to "serve and protect." I think the issue now is dealing more on the protection side of things, which is citizen protection. I've raised that issue in light of the recent incidents in the city. It seems the crimes are becoming more heinous. We have more and more robberies, burglaries not only of commercial businesses, but residential. Therefore, I think we need a plan to address this. I think we've got all this information together and we are doing this, but I would like for us to put all this together in a package that we can present to the citizens of Walterboro, put it on the internet, and say this is our "Strategic Comprehensive Plan for Public Safety in the City of Walterboro." I wanted to bring this out tonight to get the Council's views on this particular type of plan. I have submitted an example to everyone prior to this meeting. I just wanted to get other Council Members' thoughts about putting together such a plan.

Council Member Lucas made the following comment. He stated, I know that some cities once a year publish a "State of the City," where each department gives a summary of good things. It would be something like what we have done, but it would be in print. If we did a whole city report once a year, we could mail it out with the water bills to give the people an idea of what we are doing in the city. That could be incorporated into that also if we wanted to do that.

Council Member Peters stated, I think what Councilman Buckner has said is 100% true, but there are two sides to every story. I think before Council can really sit down and discuss a plan or future plan, we really need to sit down with our City Manager and our Police Chief and find out exactly everything that's already in the hopper. Jeff highlighted a lot of it tonight, and I am sure a lot of people were not aware of what is going on, and Mr. Lord touched on a lot of things that Councilman Buckner presented with the items about the agenda. In all fairness to all of us, I think that we should hear both sides before we come up with some type of strategic plan that will 1) work and 2) things that we are already doing. We haven't had that meeting, so it could be a work session or whatever we wanted to do. In order to make an important decision as to what we need to post a strategic plan for law enforcement, we need to listen to both sides.

Mayor Young stated that it might be that this would be a good retreat item. Also, I agree with Councilman Peters that we need input from the City Manager and the Chief and we need to be careful as we make policy that we don't cross the line between making policy and management too. Looking through what Councilman Buckner sent out to us - the Strategic Plan for Winston, Salem, I think we are pretty much doing everything that's in that plan. We just don't have it set out in a concise package the way they do. But looking through it, we are already doing those things. Putting it in a package might be some that Council would want to look at.

City Manager Lord pointed out that there are two ways to approach this. One would be a way for us to prepare a document that delineates what we are doing. That's part of the effort that created the 10-point plan was to communicate. These are the efforts that are ongoing to address the issues before us. The other way would be in form of a management perspective - to include this in a performance

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measurement type system. Of course, that is a management tool and to do that you would be looking at setting down with Council, going through the mission statement and the goals. Getting from those goals what kinds of action that you would like to see happen and then work with the department heads. So, it goes all the way from Council's vision to expectations of an employee.

Councilman Lohr then stated, I think Mr. Buckner has raised a very good point in terms of communications about what they are doing. I think when you saw those statistics tonight about what has happened, and I suspect the public maybe does not know about that. I think that obviously has kept the Chief and all his workers extremely busy. My first comment is maybe that's the kind of information we need to get out. The only thing that troubles me is that I hope we would not create something such as was created around 1983 in education, called "Goals 2000". Anybody remember the report you got in the year 2000? I don't either. I would say just be cautious, based on my experience. One thing we should remember, "while it sounds compassionate," it sounded ridiculous to all the teachers. As far as I know, there was not a single teacher who helped to put "Goals 2000" together. It stated that by the year 2000, all students will be proficient in reading, their first language, mathematics, and social studies. What kind of frustration do you suppose the teachers faced from that type of thing? So, let's don't end up doing this. Let me also say "be careful" and be cautious. You don't control other people's desires. Can we make them uncomfortable, absolutely. The statistics showed me there are some people around here getting really uncomfortable. If we get up in that ivory tower, I am going to remind you where we are. That's my only caution I want to give Council and the public.

4. Economic Development and Jobs - Councilman Dwayne Buckner

Council Member Buckner stated that this item had already been covered in Mr. Lord's Report and that he had gotten his questions answered. He stated that I want to commend Mr. Lord on a great presentation. I feel a lot better about the situation, the status and how things are going with the city, and keep up the good work. He then withdrew this item from the agenda.

APPROVAL OF THE MINUTES:

The Minutes of the August 24, 2010 Regular Meeting were approved as submitted on the **MOTION** of Council Member Peters, seconded by Council Member Lucas, and passed with all members voting in favor.

OLD BUSINESS:

There was no Old Business before Council.

NEW BUSINESS:

1. Resolution # 2010-R-07

A **MOTION** was made by Council Member Peters, seconded by Council Member Smalls, to adopt Resolution # 2010-R-07, A Resolution Authorizing Submission of a CDBG Grant Application for the North Lemacks Street Neighborhood Revitalization Plan in the Amount of \$25,000 and Committing 10% (\$2,500) in Local Match Funds. The motion passed unanimously. A copy of the resolution is attached.

2. Resolution # 2010-R-08

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A **MOTION** was made by Council Member Parker, seconded by Council Peters, to adopt Resolution # 2010-R-07, A Resolution Authorizing Participation in the South Carolina Other Retirement Benefits Employer Program. The motion passed with all members voting in favor. A copy of the resolution is attached.

3. Authorization to Expend \$11,556 Edward Byrne Memorial Justice Assistance Grant (JAG) for Police Equipment

City Manager Lord announced that this is a grant received from the Justice Department to purchase new thermal printers for the computers in the police cars. The printers will occupy less space and would be a more reliable method of printing the tickets. This is a 100% grant and it does not require a match.

A **MOTION** was made to accept the Edward Byrne Memorial Justice Assistance Grant in the amount of \$11,556 for police equipment was made by Council Member Smalls, seconded by Council Member Parker. In discussing the motion, Councilman Buckner asked if this grant would be used to help write tickets? Mr. Lord explained that the Department has an in-car computer system, so our officers can automatically print out the ticket. When we did this, it saved us a lot of problems because of handwriting errors. The judicial department took a lot of time entering tickets. We have the system in place to enter the ticket, print it and hand it to the person. This will enable us to replace the old printers with new thermal printers. They are smaller and take us less space in the cars and are more reliable.

Council Member Peters then asked how many computers were working in the cars. Chief Otis Rhodes was not sure of the exact number, but stated that the law officers have computers and all are working. Some officers are having some problems with their printers and this will take care of that problem, but the computers are all working. Mr. Peters then asked if this had to do anything to with being able to check licenses, etc. Chief Rhodes responded, not right now, this is just for the printers.

The motion then passed with all members voting in favor.

Mayor Young congratulated those persons responsible for the writing and receipt of the \$174,777 grant for Public Safety. They were Chief Otis Rhodes, Sgt. Jason Captain, Captain Clint Crouse, and Major Ken Dasen.

4. Request to Use the City Parking Lot for Walterboro Fire Department Celebration for 140 Years of Service, October 2, 2010

A **MOTION** was made by Council Member Buckner, seconded by Council Member Smalls, to approve the request made by Tourism Director Donna Laird to use the City Parking Lot for the Walterboro Fire Department 140-Yr. Celebration on October 2, as requested.

Ms. Donna Laird stated, we are very excited about this 140-year celebration for the Walterboro Fire Department. We have been distributing a flyer. It would take place from 11:00 A.M. until 2:00 P.M. About 11:30, the Mayor will present a few plaques in a short ceremony to recognize past fire fighters. The Boy Scouts will be serving food and we'll have a fire truck slide. There will be lots of fun.

The motion then passed unanimously.

5. Request to Use the City Parking Lot for Salkehatchie Stew on Saturday, October 23, 2010

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Mr. Harry Tobin, from the Salkehatchie Stew Planning Committee, present with Jean Harrigal and Sarah Miller, appeared before Council to explain this event. He made three requests to successfully carry out this event on Friday, October 22 and Saturday, October 23, 2010.

- 1) On Saturday, October 23, close off ½ of the City Parking Lot, that is the portion from the middle down to East Washington Street. That area would house two vendors, the same as last year, the Lion's Club and the St. Anthony Catholic Women's Club, the Swapping Grounds for storytelling and the port-o-lets
- 2) The entrances and exits from Washington Street to the Parking Lot would be closed off from 8:00 A.M. to 3:00 P.M. on Saturday, October 23 with traffic cones, etc.
- 3) The downtown waterfall to be turned off on Friday evening, October 22, during the performance of the Mystery Stroll and during the choir performance on Saturday, October 23, between 1:00 P.M. and 4:00 P.M.

City Manager Lord pointed out that usually only 1/3 of the parking lot is closed off for events, so that people can still park there and be patrons to the businesses. He asked if the committee had considered doing it that way. Mr. Tobin said, whether it's 1/3 or 1/2, just so we have sufficient area. Mr. Tobin further stated, our concern is that if you have people in there with strollers, or small children running about, we just wanted to eliminate the possibility there could be some sort of incident. By blocking it off the way we did last year, it was very successful. Mr. Lord said, it can go either way, but usually we do 1/3 or 2/3 and it has worked successfully for other events.

A **MOTION** was made by Council Member Buckner, seconded by Council Member Peters, to approve the use of the City Parking Lot for the Salkehatchie Stew on Saturday, October 23. The Mayor then told Mr. Tobin to get with Chief Rhodes on the setup. He said, I think that can be worked out. The motion granting the request then passed with all members voting in favor.

6. Request to Hang Banner Across Jefferies Boulevard on September 17-27, 2010 Announcing the Walterboro Band Classic by the Band of Blue Booster Club

A **MOTION** was made by Council Member Lucas, seconded by Council Member Parker, to approve the request to hang a banner across Jefferies Blvd. on September 17-27 announcing the Band Classic as submitted. The motion passed unanimously.

7. Designation of Voting Delegate for the 2010 NLC Congress of Cities Meeting in Denver, CO, November 30-December 4, 2010

Council Member Parker nominated Council Member Franklin Smalls as the Voting Delegate. Council Member Lucas seconded the motion. Vote on the motion was unanimous, except Council Member Smalls did not vote. Council Member Parker then nominated Council Member Lucas as the Alternate Voting Delegate. Mayor Young seconded the motion. The vote on the motion was unanimous except Council Member Lucas did not vote.

COMMITTEE REPORTS:

1. Update on the Youth Advisory Commission - Council Member Tom Lohr

Council Member Lohr reported that the commission has held 3 meetings since mid-July. He told Council that the first meeting was basically a discussion and exchange of ideas on what to do to help the youth in Walterboro. The second meeting was a

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follow-up on things we needed more information about, came back and shared that and developed other new things. At the third meeting, they were basically given the task to look at all the information that we had discussed and reviewed. They were asked to choose their top 5 or 6 things (short term or long term) in order to narrow things now and make the job of Council a littler easier. I think it's a very good advisory committee, but Council will be the ultimate decision maker in what they would like to undertake or address.

About Wednesday of this week, all the recommendations of this committee will be typed and copies send to all Council Members between Wednesday this week, but no later than Wednesday next week. Which means I am assigning each Council Member the responsibility of at least reading that information and then trying to develop what we didn't do. He asked that each Council Member develop a list of 5 or 6 priorities to narrow the list to a workable number. He further stated, I hate to give you that assignment, but I see no way around it. I don't want to take it onto myself because I am a liaison person. I try my best to have as little influence as possible. I try to keep the meeting going, and I think most of them went rather smoothly. As a matter of information, Chief Rhodes and Councilman Smalls also attended one of our meetings. This a very nice cooperative committee, it has been a pleasure working with them and I believe we now have things up and running.

A motion to enter an Executive Session was then made by Council Member Lucas and seconded by Council Member Smalls. The motion passed unanimously. The Mayor announced that the meeting would convene into an Executive Session for a Personnel Matter on Boards and Commissions Appointments, a Discussion of proposed contractual arrangements and receipt of legal advice.

The meeting returned to Open Session, and a **MOTION** was made by Council Member Peters to appoint Mr. Joel F. Thompson, Jr. and Ms. Carol J. Marshall to the Tree Protection Committee. Council Member Parker seconded the motion that passed unanimously.

There being no further business to consider, a **MOTION** to adjourn was made by Council Member Parker, seconded by Council Member Lucas and passed unanimously. The Mayor adjourned the meeting at 8:18 P.M. Notice of this meeting was distributed to all local media and posted on the City Hall bulletin board at least twenty-four hours prior to meeting time.

Respectfully,

Betty J. Hudson
City Clerk