

MINUTES

A Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, February 24, 2009 at 6:15 P.M. with Mayor Charlie Sweat presiding.

PRESENT WERE: Mayor Charlie Sweat, Council Members: Randy Peters, Charles Lucas, Bill Young, Ted Parker, Franklin Smalls and Mary Anne Cannady. City Manager Jeff Lord, City Clerk Betty Hudson and Ashley Amundson, representing City Attorney George Cone, were also present. There were approximately 22 persons present at the meeting.

The meeting was called to order by Mayor Sweat. Council Member Smalls gave the invocation and Council Member Parker led the Pledge of Allegiance to the flag.

The Mayor then introduced the City Manager Jeff Lord, who gave a brief presentation on the 2009 City Council Retreat and upcoming projects for the year.

PRESENTATION:

Jeff Lord, City Manager - Update on 2009 City Projects

Mr. Lord stated that at the last Council Meeting, he reported on the 2008 retreat and what had been accomplished since that retreat, including what was still yet to be accomplished. He then reported on the 2009 Retreat.

-At the 2009 Retreat Council did not change the Vision Statements nor the goals adopted in 2008.

-Council reviewed the status of the 2008 projects and identified new projects which were still within the scope of the original goals.

- The Vision statement is as follows: Through strong leadership and managing growth, the City of Walterboro continuously strives to be recognized as a very prideful community with a good quality of life for all socioeconomic groups through building on its historical background, protecting and enhancing its natural resources and providing and supporting educational, recreational, arts, cultural, tourism, commercial and industrial opportunities.

Mr. Lord identified the goals established by Council at the 2009 retreat and identified the following new projects/tasks to be completed by staff in order to accomplish the goals:

1. To improve complaint response/resolution time, staff is to put an additional Code Enforcement Officer in the budget for review by Council.
2. Staff is to research and recommend Building Inspection Software upgrades to improve inspection tracking.
3. Research a comprehensive underground wiring program.
4. Complete a new Economic Development Function in the budget for Council to review.
5. Staff is to commission a Retail Market Study. The retail marketing study is the same study approved by Council at the last Council Meeting.
6. Secure a complete landscape design that is compatible with current landscaping for the I-95 Loop project.
7. Clean up parks to include landscaping and graffiti removal.
8. Update and replace signage in the parks.
9. Park equipment and amenities to be evaluated and upgraded as budget allows.
10. Reestablish the North Lemacks Revitalization Committee.

11. Pursue CDBG grants for neighborhood revitalization and make improvements in the area based upon the committee's recommendations: These could include:
 - a. Street scape improvements.
 - b. Removal of unsafe structures.
 - c. Construction of affordable housing.
 - d. Improvements to existing housing.
12. Install security cameras in the Great Swamp Sanctuary.
13. Bells Highway Pump Station Upgrade Project is to be designed.
 - a. Pursue funding via the Economic Recovery Act of 2009.
14. Study WWTP capacity improvements. Mr. Lord stated that this project was an item on tonight's agenda.
15. Staff is to seek funding for Phase II of the Sewer System Rehabilitation Project. Under this project, Mr. Lord stated as a little background to this, 6 or 7 years ago, about ½ of the city sewer pipes were inspected and realigned where necessary and fixed. This new project would be for the other ½ of the city to address an infiltration we may have from ground water and prevent any future stoppages.
16. Seek grant funding for the remaining three small looping projects - on Rivers, Henderson and Hampton Streets.
17. Assess the downtown water tank for restoration.
18. Present a 75' ladder truck in the budget for Council to review.
19. Staff to implement a community outreach program. Working with the Chief of Police and the staff of the Public Safety Department, this is a comprehensive program to get our Police Officers in the community talking to our citizens before something bad happens. We want our officers to be known in the community. It is actually taking individual officers and making them responsible for certain geographical areas.
20. Staff to commission a study of the sustainability of the downtown trees and landscaping.
21. Expansion of white lights in the Central Business District (CBD) to be reviewed by Council in the budget.
22. Staff to pursue providing curbside recycling.
23. Staff to seek funding, in cooperation with SCDOT, to rehabilitate existing sidewalks and identify possible locations for new sidewalks.

Concluding the presentation, Mr. Lord stated that some of the projects identified at the last meeting that needed to be completed are still on the list to be done. The projects identified here tonight are new projects that have come up.

PUBLIC HEARING:

CDBG Needs Assessment Hearing - Barbara Johnson, Lowcountry Council of Governments

Ms. Johnson stated that this was the City's annual needs assessment public hearing, which is conducted each year in order to get the City ready to apply for the Community Development Block Grant Funds that are administered by the SC Department of Commerce.

Ms. Johnson then gave the following highlights of the CDBG Funding Program, using an overhead screen and power point presentation format.

The State of SC has allocated approximately \$21,829,088 into Community Development Block Grant Funds for 2009. This allocation has been divided among the programs as follows:

1. Community Development has been allocated \$18,574,217, with 4 programs under this program:

- Community Infrastructure	\$8,074,217
- Community Enrichment	\$5,000,000

- Village Renaissance \$3,500,000
 - "Ready to Go" Public Facilities Program \$2,000,000
2. Business Development has been allocated \$2,000,000 with the following programs:
- Regional Planning Program \$500,000
 - State Technical Assistance (1%) \$218,290
 - State Administration (2% of allocation + \$100,000) \$536,581

Ms. Johnson stated that the CDBG Program projects must meet a national objective, meaning:

- a. Benefit low-to-moderate income (LMI) persons.
- b. Aid in the prevention or elimination of slums or blight.
- c. Meet other urgent community needs posing a serious threat to the health or welfare of the community, where other financial resources are not available to meet such needs.

In Colleton County, in the case of one person in the household, if your income is \$26,100 or less, you are considered to be Low-to-Moderate Income Qualified. The qualifying income amount goes up with the number of persons in your household. With 8+ persons in the household, the income amount for a Low-to-Moderate income person is \$49,250.

Ms. Johnson stated that Fair Housing is the Law. She stated that she had a few flyers to pass out on Fair Housing. April is Fair Housing Month. That's when you do your resolutions, and also the City of Walterboro has pledged to do something different this year.

- a. Pass out Fair Housing Flyers at meetings.
- b. Do public service announcements on local radio station throughout the month of April.
- c. Write an article for the local newspapers on Fair Housing and also document when it's published.

Ms. Johnson stated that as part of the requirements for the program under Fair Housing, the City is expected to undertake activities that promote fair housing. Title 8 of the Civil Rights Act of 1968 stipulates that we all have the right to be treated fairly regardless of our race, color, religion, sex, familial status, or national origin. This is in the sale and rental of housing, in residential real estate transactions and in the provision of brokerage services. If you feel that you have been a victim of discriminatory housing practices, you have avenues by which the matter can be investigated. She stated that Lowcountry Council of Government is committed to Fair Housing, and if you want additional information, you can contact us at 843-726-5536.

Ms. Johnson then gave a brief description of the CDBG programs to be funded:

1. Community Development: This program is designed to produce outcomes that improve citizens' quality of life and create a competitive environment for business by addressing essential community development needs, primarily of Low-to-Moderate income persons.

The Community Development application will compete within 3 categories that have the same general submission requirements, except the "Ready to Go" projects. The Ready to Go projects are not competitive funding. The applications for this program will be done as they come in and as long as the funds are available. The maximum amount available is \$2,000,000.

Under Community Development, are the following programs:

- a. Community Infrastructure. This is where you find your water, sewer, roads and drainage, or other activities that address one or more of the priorities listed in order of importance. These activities must address:
 - documented threats to the public health or areas located near business centers.
 - regional infrastructure solutions.
 - access to significantly improved public facilities that meet required quality standards.

- b. Community Enrichment: This is where you find your workforce development, healthy communities and obstacles to economic competitiveness. The workforce development examples include libraries, workforce quick jobs programs and workforce on-the-job training (equipment only). Healthy communities' projects include health clinic facilities or equipment, and firefighting facilities or equipment. Obstacles to economic development projects include: developing energy efficiencies for a public facility, Brownfield Projects/Demolition of obsolete buildings, building reuse or conversion, downtown street scape infrastructure, planning regional infrastructure, smart growth or sustainable development (with cost reasonable cap).

- c. Village Renaissance. Examples of Village Renaissance are:
 - infrastructures - to serve your housing development - which includes water, sewer, drainage and roads.
 - public facilities such as sidewalks, security lighting and cameras, police substations, technology, homework centers, walking trails, green space, landscaping.
 - housing - the construction of rental or single family affordable and workforce housing that has significant leveraging.
 - demolition or clearance of vacant and dilapidated properties.
 - neighborhood planning and design and citizen involvement.

- d. "Ready to Go" Public Facilities Program
 Basically this is what it says, "Ready to Go." When you submit your request for application, the application is due 30 days later. This should include your product design, environmental review and acquisition and permits. This is a new program.

Application Request Deadlines:

Ready-to-Go Projects - Ongoing

Community Infrastructure - March 20, 2009 at 5:00 P.M.

Community Enrichment and Village Renaissance - August 21, 2009 at 5:00 P.M.

Applications Due by:

Community Infrastructure - April 20, 2009 at 5:00 P.M.

Community Enrichment and Village Renaissance - September 22, 2009 at 5:00 P.M.

Ready-to-Go and Business Development Projects are due 30 days after a request is made.

Maximum and Minimum Awards:

Minimum of \$50,000 for any project

Community Infrastructure	\$50,000 minimum	\$500,000 maximum
Community Enrichment		
-Facilities	\$50,000 minimum	\$500,000 maximum
-Services other Activities	\$50,000 minimum	\$300,000 maximum
Village Renaissance	\$50,000 minimum	\$500,000 maximum
Ready-to-Go	\$50,000 minimum	\$200,000 maximum
Workforce Housing		\$300,000 maximum
Economic Development		\$500,000 maximum

Match Requirements:

- Matching fund requirements for all projects are now 10% of the grant request. However, additional leveraging for Community Development projects will make your project more competitive.

Concluding the presentation, Ms. Johnson stated that at the last needs assessment hearing, Council identified the following priority needs for the City as follows:

1. Addressing water and sewer in the city and adjacent areas where there were low water pressures, and malfunctioning lift stations.
2. A need to develop community facilities in the city.
3. Additional economic development basically to foster growth of downtown areas and gateways into the city, and also a request that the city continue to work with the county on the Industrial Park Project.
4. Downtown revitalization.
5. Addressing housing issues in the city's poor neighborhoods which would include Lemacks Street and Moore Street.

City Manager Lord then asked Council if it wished to retain or change its list of identified priority needs. He pointed out that the list of identified priority needs were as follows:

1. Infrastructure - water and sewer.
2. Community facilities.
3. Economic Development.
4. Downtown Revitalization.
5. Housing.

It was agreed by a consensus to keep the same identified priority needs as noted. The hearing was then closed and the regular meeting began.

APPROVAL OF MINUTES:

The Minutes of the February 10, 2009 Regular Meeting were approved as submitted on the motion of Council Member Lucas, seconded by Council Member Young with all members voting in favor.

OLD BUSINESS:

Consideration of Appointments to City Boards and Commissions

Accommodations Tax Board:

The Mayor opened by stating that the only vacancy that we can fill on this board is William Richardson or John Rodgers, because we can only take one of the two, they are conflicting. He stated that William Richardson is with Cracker Barrel and his application is submitted.

A motion was made by Council Member Parker, seconded by Council Member Smalls to newly appoint Mr. William Richardson to the Accommodations Tax Board for an unexpired term. The motion passed without a dissenting vote, with Council Members Young, Parker, Smalls, Cannady and Mayor Sweat voting in favor of the motion and Council Members Lucas and Peters being marked "Present".

Building Board:

A motion was made by Council Member Young, seconded by Council Member Cannady, to reappoint Mr. Carl Brown to the Building Board for another 4-year term. The motion passed unanimously.

Board of Zoning Appeals:

A motion was made by Council Member Cannady, seconded by Council Member Lucas to reappoint Mr. Travis Godley to the Board of Zoning Appeals for another 3-year term. The motion passed unanimously.

City Appearance Board:

Upon motion by Council Member Cannady, seconded by Council Member Lucas, the following appointments were made to the City Appearance Board:

Eliza Williams was reappointed for another 4-year term.
Horace Simmons was reappointed for another 4-year term.
Sue McCunn was reappointed for another 4-year term.
The motion passed unanimously.

Economic Development Commission:

A motion was made by Council Member Cannady, seconded by Council Member Lucas to reappoint Joanna Angell to the Economic Commission for another 4-year term and to newly appoint Mr. Hank Admundson to the Economic Commission for a 4-year term. The motion passed unanimously.

At this point a concern was raised by Council Member Peters. He said there were some letters that have come in and Council is not discussing any of these people. He felt that Council needed to have some discussion before the vote is called. When questioned by the Mayor which appointment he wanted to discuss, Council Member Peters said he wanted to go back to the Accommodations Tax Board. He pointed out that two people applied - John Rodgers and William Richardson. Mayor Sweat explained that both candidates are in the food industry and only one of them qualifies. Council Member Peters asked what makes one unqualified. Mayor Sweat explained that the other 2 seats would need to be filled by someone from the accommodations industry. Council Member Cannady asked where does it say that. City Manager Lord explained that the seats of the members on the accommodations tax board are made by state law. There are a certain number of seats for accommodations and a certain number of seats for hospitality. There is one seat for at-large and there is one seat for cultural. There are 3 seats that are vacated, which is two from accommodations industry and one from the hospitality industry. Council Member Peters then said that then explains it.

Mayor Sweat then stated that Council Member Young had expressed concern that there was another person who applied for the Economic Development Commission, who is Mr. Randall Mixon. Council Member Peters also pointed out that a letter was received from Mr. Gary Davis for the Economic Development Commission. Council Member Cannady added that a letter had also been received from Mr. James Broderick some months ago who was interested in serving. City Manager Lord explained that staff did not include the letters received from last year. He asked if Council wanted to include those. Council Member Cannady stated that Council never made any appointments after receiving those letters. She felt that the letters should have been included. Mayor Sweat then suggested that Council defer the rest of the appointments until the next meeting, in order for the City Manager to bring forth all of the letters for consideration.

NEW BUSINESS:

1. Resolution # 2009-R-02

A motion was made by Council Member Peters, seconded by Council Member Lucas and passed unanimously to approve Resolution # 2009-R-02, being: A Resolution to Authorize the Mayor of the City of Waltherboro, or His Designee, to Sign an Agreement with Coastal Electric

Cooperative, Inc., for the Purpose of Accepting Wastewater from an Industrial Site on I-95. A copy of the Agreement with Coastal Electric Corp was attached to the resolution. A copy of this resolution is attached as part of these minutes.

2. Request to Place Informational Banner for National Law Enforcement Memorial Day

Next, Council considered a request to place an informational banner across Jefferies Blvd. announcing National Law Enforcement Memorial Day. In a letter submitted by Messrs. Jackie Dasen, Tammy Cook, Kim Crouse and Angela Schumaker, it was noted that Police Week begins on Sunday, May 10, 2009 to May 16, 2009. Permission was requested to display a banner May 9 - 17, 2009, and that the City Hall flag be flown at half-mast on Friday, May 15th, which is the official National Law Enforcement Day. Ms. Jackie Dasen, present at the meeting, noted that the banner would be displayed in recognition of all of the police officers and in memory of Colleton County Deputy Dennis Compton.

A motion was made by Council Member Cannady, seconded by Council Member Smalls to approve the request as submitted to place the informational banner across Jefferies Blvd. announcing Police Week on May 9-17, 2009. The motion passed unanimously.

3. Consideration of Recommendation to Award Engineering Services Contract for the Design of the Wastewater Treatment Plant Improvement Project.

The Mayor announced that this agenda item would be postponed until after Executive Session.

4. Discussion of Proposal to Repaint Mural, Downtown on East Washington Street

Mr. David Evans, President of the Walterboro Merchants Association, addressed Council. He stated that the Merchants Association has been talking about its spring fund-raising. The group has decided to take on the mural which is across from the post office on the vacant building next to Lucas Realty. The group has contacted the property owner and received the permission to paint the mural on the building. A sketch copy of the proposed mural had been submitted to Council. Mr. Evans stated that group would be selling sponsorships as a fund-raiser to pay for the mural project. Any extra money left over would go to pay for the beautification of the bottom part of that street, which will be to finish the flower beds this year. Mr. Evans proposed that the group wished to do a raffle. He then asked if a raffle permit were necessary from the City. Mr. Jeff Lord responded that no permit was needed for a raffle. Mayor Sweat felt this was a very good project for the group to do. Council Member Lucas then asked if the building could be inspected to insure security of the structure for the mural. City Manager Lord noted that Mr. David Dodd, Codes Enforcement, would inspect the building.

A motion was then made by Council Member Peters, seconded by Council Member Young, to approve the redesign of the mural downtown by the Walterboro Merchants Association. The motion passed unanimously.

There were no Committee Reports given.

The Mayor then opened the floor to receive Public Comments.

Ms. Marsha Johnson commented that the Downtown Merchants Association has really done a great job in the city downtown. She said, it's nice to see that they are so actively involved.

The Mayor then announced that a request had been made to go into an executive session for a contractual matter according to the City Manager. A motion was then made by Council Member Lucas, seconded by Council Member Smalls to enter an executive session for a contractual matter. The meeting then entered into an executive session.

The meeting returned to Open Session, and the Mayor announced that Council would now consider the following items:

Recommendation to Award Engineering Services Contracts for:

- 1. Design of the Wastewater Treatment Plant Improvement Project,**
- 2. Evaluation of the City Water Tank Downtown.**
- 3. Evaluation of the Sewer System Rehab.**

A motion was made by Council Member Parker, seconded by Council Member Cannady to award the engineering services contracts to B. P. Barber and Associates as recommended. The motion passed unanimously. Council Member Young then suggested that the money amounts of the contracts be read into the records.

City Manager Lord identified the following costs for the engineering contracts awarded to B. P. Barber and Associates:

Wastewater System Rehabilitation - cost not to exceed \$18,700.

Evaluation of the Concrete Water Tank - cost not to exceed \$18,700.

Preliminary Engineering Report for the Wastewater Treatment Plant -cost not to exceed \$25,000.

Before adjourning, Council Member Randy Peters announced that the highway signs were put up this week on Hampton Street for rerouting of truck traffic. He then asked the City Manager if this would now be enforced. City Manager Lord noted that staff can now go ahead and enforce the truck traffic problem since the signs are now up.

There being no further business to consider, a motion to adjourn was made by Council Member Cannady, seconded by Council Member Parker and passed unanimously. The Mayor adjourned the meeting at 7:10 P.M. Notice of this meeting was distributed to all local media and posted on the City Hall bulletin board at least twenty-four hours prior to meeting time.

Respectfully,

Betty J. Hudson
City Clerk

APPROVED: March 24, 2009