



**Walterboro City Council  
Regular Meeting  
April 4, 2023  
City Hall  
6:15 P.M.**

**REVISED AGENDA**

**I. Call to Order:**

1. Invocation
2. Pledge of Allegiance

**II. Public Input on Agenda Items:**

**III. Approval of Minutes:**

1. Regular Meeting – February 14, 2023.
2. Regular Meeting – March 7, 2023.

**IV. New Business:**

1. **Ordinance # 2023-04**, AN ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, AUTHORIZING EXPENDITURE OF CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS (Introduction and 1<sup>st</sup> Reading).
2. **Ordinance # 2023-05**, AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY OF WALTERBORO TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT RELATING TO SOUTH CAROLINA LOCAL REVENUE SERVICES; TO PARTICIPATE IN ONE OR MORE LOCAL REVENUE SERVICE PROGRAMS; TO EXECUTE AND DELIVER ONE OR MORE PARTICIPANT PROGRAM SUPPLEMENTS; AND OTHER MATTERS RELATING THERETO (Introduction and 1<sup>st</sup> Reading).
3. **Resolution # 2023-01**, A RESOLUTION DESIGNATING APRIL 2023 AS FAIR HOUSING MONTH AND APPROVAL OF ANNUAL NONDISCRIMINATION POLICY.
4. A Proclamation to Designate April 2023 AS CHILD ABUSE PREVENTION MONTH IN THE CITY OF WALTERBORO (Proclamation Attached).
5. A Proclamation to Designate April and May 2023 AS KEEP AMERICA BEAUTIFUL/GREAT AMERICAN CLEANUP MONTH (Proclamation Attached).
6. Consideration of requests from the Colleton County Veterans Council to commemorate Memorial Day 2023 (Letter Attached).
7. Consideration of a request from the Colleton County Citadel Club, Ireland Creek Duck Race and BBQ Cookoff, Saturday, April 29, 2023, 1-4 PM (Letter Attached).

**V. City Manager's Report:**

1. 2023 CDBG Prioritization.

**VI. Executive Session:**

1. Personnel Matters:
  - a. Appointment to Historic Preservation Commission.
  - b. Appointment to Tree Protection Committee.

**VII. Open Session:**

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

**VIII. Adjournment**

Walterboro City Council

City Hall

February 14, 2023

**Minutes**

A rescheduled meeting of Walterboro City Council was held at City Hall on Tuesday February 14, 2023, at 6:15 P.M., with Mayor Bill Young presiding.

**Present:** Joined in the meeting were: Mayor Bill Young, Councilmembers: Carl Brown, Judy Bridge, Paul Siegel, James Broderick, and Ladson Fishburne. City Manager Jeff Molinari, Assistant City Manager Ryan McLeod, City Clerk Adrienne Nettles, City Attorney Brown McLeod, Director of Tourism and Downtown Development, Scott Grooms, and Police Chief Wade Marvin. Councilmember Greg Pryor was not in attendance.

**Call To Order:**

With the above-mentioned Councilmembers present, Mayor Young called the meeting to order, and invited everyone to join in as he gave the invocation. Councilmember Brown led the Pledge of Allegiance to our flag.

**Public Input on Agenda Items:**

There was no public input on agenda items.

**Approval of Minutes:**

Upon motion of Councilmember Broderick, Seconded by Councilmember Bridge, the following minutes were unanimously approved.

1. Regular Meeting - January 3, 2023.

**New Business:**

1. **Ordinance #2023-01**, AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, TO PROVIDE FOR AN ADDITION TO CHAPTER 2, SECTION 4.2, PERMITTED USES TABLE, OF THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO (Introduction and First Reading).

2. **Ordinance #2023-02**, AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, TO PROVIDE FOR AN ADDITION TO CHAPTER 3, SECTION 3.5.6, MOBILE FOOD COURTS, OF THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO (Introduction and First Reading).

City Manager Jeff Molinari asked Mr. Mayor and members of City Council if it is okay, we would like to discuss both Ordinance #2023-01 and Ordinance #2023-02, as both deal with mobile food trucks parks. As City Council is aware the Planning Commission has been looking at this and working on this very issue for the past year. They have made some recommendations to amend the Unified Development Ordinance. Assistant City Manager Ryan McLeod provides the staff support for the Planning Commission. He is going to brief City Council on both ordinances. I would like to add one thing, for Ordinance #2023-02 there was a section that was left out, item G. In front of City Council, you have the updated ordinance showing item G.

Assistant City Manager Ryan McLeod stated good evening, Mayor, and members of City Council. As Mr. Molinari stated the Planning Commission has been working on this for about a year. A resident and property owner came to us in February of 2022 and asked if this was something the City would consider. Currently food trucks parks are not an allowable use in the UDO. We have diligently worked on this for over a year. We have got some information from other cities, Maryville Tennessee, and a small town in Florida and took some ideas to try and apply to our city. City Manager Molinari and I have made some site visits to other local food trucks parks. We saw things that we liked and some things that we did not like. We brought those ideas back to the Planning Commission and I feel like we put an ordinance in front of you that portrays the quality that the City of Walterboro is looking for. As you see the item that was added refers to power hookups. If you frequent the food trucks at the Wildlife Center parking lot, you can hear the generators running. We dove into this pretty deep and feel like we put a quality ordinance in front of you.

Councilmember Broderick asked was there any discussion about any retail vendor trucks?

Assistant City Manager McLeod answered no, we are going to stick to food trucks. The only real change we had was more for alcohol purchases. That is if they have the required SLED background and licensing.

Councilmember Broderick asked when it says provide restrooms facilities, are you talking about free standing permanent restrooms?

Assistant City Manager McLeod answered yes that is correct.

Councilmember Bridge asked if this is dealing with a permanent section?

Assistant City Manager McLeod answered so in essence if an investor wanted to come to the city and purchase a piece of property, they could apply for this as permanent use. With that we would have landscaping requirements.

Councilmember Bridge I am just thinking about the food trucks in a permanent area, not like we have in the city parking lot.

Assistant City Manager McLeod answered exactly, the mindset here we would have a permanent location set up as a food truck park, it would act as a gathering place. There is some required green space where you can picture a family coming to get dinner, or a father and son throwing a football around. We are trying to get that gathering feeling where there is energy, versus just coming to grab food and leaving. That is the ultimate idea behind this food truck park.

City Manager Molinari stated to Councilmember Bridge the big difference right now is food trucks are a secondary use and under this proposed ordinance the food trucks would be the primary use.

Mayor Young stated this would be like someone establishing a food truck food court.

Councilmember Bridge stated yes, do we have something in place that addresses where someone wants to come in and put a food truck? Would they have to ask for permission to put a food truck on Main Street for an event?

Assistant City Manager McLeod stated this will not be event based, this is for permanent use. This will be like a business that can operate Monday through Sunday if they wish to do so. They can also lease out their spots to other food trucks.

Councilmember Bridge asked will the ordinance state where they can locate this as conditional use?

Assistant City Manager McLeod stated it will be a conditional use and it will follow under the zoning as food trucks do currently. We referenced the conditional use so within that it will show your zoning requirements. There will be certain zoning districts that food trucks will not be allowed.

City Manager Molinari stated it is neighborhoods, general commercial, highway commercial, and interstate interchange which is consistent with the ordinance that City Council currently has on the books that allows food trucks as a secondary use.

Mayor Young stated this does not change anything as far as food trucks for events.

Assistant City Manager McLeod stated yes, everything will stay the same and this will provide a permanent area.

Mayor Young stated under item D, where it says each food court should have an agent or manager. Is that what it needs to say, or does it need to say something different?

Assistant City Manager McLeod stated it does need to say agent or manager.

Councilmember Broderick stated I would like to say I visited a food park truck when I was in Connecticut. It was a good environment. This place actually built a bigger building on the lot, so they have an indoor restaurant with food trucks around. I think this is a good move for the city.

Councilmember Bridger asked with all the areas mentioned will plans with development change?

Assistant City Manager McLeod stated it will go under Planning and Zoning. Everything will go through Planning and Zoning. If it is in the allowed district, and it is going to be able to meet the requirements of water, sewer, and landscaping, it will be treated like a business.

Councilmember Bridge asked can this be stopped if something has already been developed in this area?

Assistant City Manager McLeod stated no it cannot. If there is a brick and mortar building 300 feet that will not affect it. The Planning Commission agreed that competition is a good thing. For example, there is a resident next door to a potential property that is being looked at. We held a public hearing and 95% of the feedback was positive and supportive. The one person who was not in favor and spoke against it was the neighbor. I have assured him that our landscape requirements require a buffer. They will operate under normal business hours.

City Manager Molinari stated Mayor and City Council members if that is a concern, instead of making the food truck park a conditional use you can make it a special exception in addition to a conditional use where all applications have to go before the Board of Zoning Appeals and it would take into account various factors. How it is set up now is if they meet all the conditional use requirements specified in the UDO then they have a use by right. If Council wanted to go in that direction that would provide another level that would be more site specific as opposed to a use by right.

Councilmember Bridge stated I would support that.

Councilmember Broderick stated I would support that as well.

City Manager Molinari stated whatever Council pleases we can do. We can still give first reading tonight. Ryan has a Planning Commission meeting next week and we can bring it back to Council in March for a second and final reading with those changes included if council so desires.

Mayor Young asked do we need to handle these separate as far as voting on them?

City Manager Molinari stated yes.

**Ordinance #2023-01**, AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, TO PROVIDE FOR AN ADDITION TO CHAPTER 2, SECTION 4.2, PERMITTED USES TABLE, OF THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO (Introduction and First Reading).

Motion: Councilmember Broderick; Seconded by: Councilmember Brown

Discussion: None

Carried: All ayes

**Ordinance #2023-02**, AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, TO PROVIDE FOR AN ADDITION TO CHAPTER 3, SECTION 3.5.6, MOBILE FOOD COURTS, OF THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO (Introduction and First Reading).

Motion: Councilmember Brown; Seconded by: Councilmember Broderick

Discussion: None

Carries: All ayes

3. Appointment to Walterboro-Colleton County Airport Commission - Mayor Bill Young

Mayor Young stated just to make it official I am appointing Kenny Blakeney who will replace Sabrina Johnson to the Airport Commission. Ms. Johnson resigned, and we appointed Mr. Blakeney to replace her.

4. Consideration of 2023 Rice Festival Request for April 28-29, 2023, Scott Grooms, Chairman, Colleton County Rice Festival.

Scott Grooms stated we are requesting the closure of the streets, parade route, and the Rice Run route. None of these routes have changed.

Councilmember Broderick asked did the Walterboro Criterium cancel this year.

Scott Grooms stated yes, the Criterium did cancel for this year.

Councilmember Brown asked where did the money go for that? We did allocate some money for that.

Mayor Young stated I do not know if they have received the money for this year yet.

City Manager Molinari stated I will have to check with Amy.

Scott Grooms stated they did get \$19,000 A-Tax funds that they are talking about refunding.

Mayor Young asked have the funds gone to the Criterium Committee for this year?

Scott Grooms stated no, those funds are still in the bank.

Councilmember Bridge asked have the funds been used for advertisement?

Scott Grooms stated no they have not.

Councilmember Brown asked if money that is refunded back, do we save it for next year?

City Manager Molinari stated any A-Tax funds that are not allocated by City Council go back to the A-Tax fund for future marketing and promotion.

Motion: Councilmember Bridge; Seconded by: Councilmember brown

Discussion: None

Carried: All ayes

5. Consideration of 2023 Juneteenth Festival and Parade June 16-18, 2023, Latosia Simmons, Chairman, Juneteenth Headquarters.

City Manager Molinari stated Mr. Mayor and members of City Council you have in your agenda packet a letter and a parade permit request from Ms. Latosia Simmons for the Juneteenth Festival. What they are requesting is use of the city parking lot. That is the parking lot off East Washington and Hampton Street. They would like to use the parking lot on Friday June 16, 2023 and Saturday June 17, 2023 at 10 A.M. They would also like permission to conduct a parade on Saturday, June 17, 2023. Chief Marvin and I have met a few times with Ms. Simmons and we are comfortable with her request and ask Council for their favorable consideration.

Motion: Councilmember Fishburne; Seconded by: Councilmember Broderick

Discussion: None

Carries: All ayes

6. Consideration of a request from downtown merchants for approval to block streets for First Thursday events through the end of December 2023. Provision of restroom facilities from the city and funding for advertisements, decorations, and entertainment.

Rilee Westbury stated I would like to first thank you all for letting us do this. This has been trial and error for us. The month of February was not good due to the weather and the trial going on. One thing that we need to figure out a resolution to is the restroom situation. Ladson was able to get S&S to donate a porta potty to us for the month of December. For the month of January, they were not willing to do that, which we do not expect them to. To get one porta potty it cost around \$325. It is hard for the merchants to do this because a lot of us do so much for the First Thursday such as advertising and decorations. I am not sure what type of grants and funding are available. Also, when it comes to entertainment that is all voluntary and have stressed that. It is great if you want to come out and give us your entertainment because it is getting that person's name out there, but not everyone thinks that way. So, with that we are going to run out of people who want to volunteer. We are not an LLC, or a nonprofit organization and the merchants do not have the desire to form anything like that. The bigger it gets some things are going to have to change. Ryan, Jeff, and I can eventually meet to figure out the next steps. I do believe the restrooms are the most important thing. I know we have the Wildlife Center, and we hope to bring it to the center one day but until then we need at least one porta potty.

Mayor Young asked do we know the cost of the porta potties?

Rilee Westbury stated I think they are around \$325. S&S was the only company we reached out to; we did not call around.

Councilmember Brown asked, "have you tried to find sponsors?"

Rilee Westbury stated yes, we have people that will sponsor but I do not want to be responsible for the cash flow. I even thought about charging the vendors \$5.00 each month then we may have enough money for a porta potty. I personally do not want to handle that and neither do the other merchants.

Mayor Young stated we are probably the responsible entity right now since it is taking place downtown. Would the First Thursday be eligible for A-Tax money?

City Manager Molinari stated I can talk with Amy about that. I think the tough part about that is First Thursday the type of event that is going to bring people from the outside into our community and stay in our hotels. I will certainly look into it and see if it is an eligible expenditure.

Mayor Young asked what about the Hospitality tax?

City Manager Molinari stated you have a little more flexibility with that. If City Council wants to assist Ryan and I can coordinate with Rilee and see what we can come up with.

Mayor Young asked could we look at putting it in the budget for the next fiscal year.

Councilmember Broderick asked is this something that we could wrap up with the Main Street Program. We have a committee getting ready to form, would we be able to put some money into that budget?

City Manager Molinari stated that you could potentially do that and one of the real drivers of the Main Street process is we are going to need volunteers to work with specific things.

Councilmember Brown stated if we were to budget anything we would have to know where that money is going. This is going to take some thought.

Rilee Westbury stated I do not expect anything to be done right now. I do not think March is going to be that big. I can go around and ask if someone would want to donate a porta potty and I can list their name on the bottom of the flyer. I just do not want to collect funds from people.

Mayor Young stated I think you all have done a really well job advertising through social media. Also, if Council would like to make a motion to provide porta potties for the next few months until we get this figured out, we can do that.

Councilmember Brown stated you can put down for 2 months of porta potties, but you all really need to come up with a plan.

Councilmember Broderick asked could we do a motion to approve it through the end of the budget year, and then discuss it for the next budget year.

City Manager Molinari stated I would have it as a non-budget item for the fiscal year.

Mayor Young stated we are only talking about May and June. Carl is going to donate 2 months.

Motion: Councilmember Brown; Seconded by: Councilmember Fishburne

Discussion: None

Carries: All ayes



**City Manager's Report:**

1. 2023 Goals and Objectives.

City Manager Molinari stated Mr. Mayor and members of City Council in your agenda packet you have a summary from City Council's retreat that was held January 13, 2023. I am going to run through the different goals and objectives that Council identified at the retreat. If Council is comfortable with these goals and objectives, staff asks for Council to formally adopt them.

**Expand Water and Sewer:**

1. Secure funding for Exit 57 trunk line by June 30, 2023.
2. Begin construction of the WWTP expansion by July 1, 2023.
3. Identify existing sewer lines without recorded easements by December 31, 2023.

**Improve Overall Appearance of City:**

1. Direct Planning Commission to develop a plan for an overlay district for the South Jefferies corridor by December 31, 2023.
2. I-95 Business Loop Project Phase 2, completed by April 2023; begin design and engineering for Phase III by July 1, 2023.
3. Develop a plan for the use of the Ford property by December 31, 2023.
4. Pursue funding to demolish the old middle school building by June 30, 2023.
5. Finalize the timeline for the Ireland Creek project by June 30, 2023.
6. Work with legislative delegation to establish representation on CTC by December 31, 2023.
7. Identify City facilities in the downtown area and identify needs by December 31, 2023.

**Flooding and Stormwater Management:**

1. Mitigate Washington St. flooding by December 31, 2023.

**Growth Management:**

1. Annex properties in two "donut holes" by December 31, 2023.

**Recreation/Tourism:**

1. Develop a construction plan for Water Tower Park by December 31, 2023.
2. Replace the Hartzog Trail Boardwalk and identify next steps by December 31, 2023.

**Recreation/Tourism Cont'd**

1. Develop sidewalk connectivity/recreation spaces map; identify funding sources to address needs by April 30, 2023.
2. Fund improvements for tennis courts by December 31, 2023.
3. Establish three options and funding sources for a park on the south side of the City by June 30, 2023.
4. Establish EV charging stations in the City by June 30, 2023.

Councilmember Fishburne asked do we still need number 1 under Flooding and Stormwater damage?

City Manager Molinari stated last week SCDOT completed the slip line on that pipe.

Mayor Young asked did they replace that before we got all of the rain?

City Manager Molinari said yes, they did.

Motion: Councilmember Broderick; Seconded by: Councilmember Bridge

Discussion: None

Carried: All ayes

## 2. Board and Commission Reappointment

City Manager Molinari stated Mr. Mayor and members of City Council you have in your agenda packet an updated memorandum for reappointments to boards & commissions. The following have been reappointed and staff ask for Council's favorable consideration.

### **Accommodations Tax Committee:**

1. Casey Shoupe (3-year term expiring January 1 ,2026)
2. Tal Glover (3-year term expiring January 1, 2026)

### **Historic Preservation Commission:**

1. Lucille Powers (2-year term expiring January 1, 2025)
2. Scott Cook (2-year term expiring January 1, 2025)

### **Tree protection Committee:**

1. Mike Ferrari (2-year term expiring January 1, 2025)

### **Board and Zoning Appeals:**

1. Bud Linder (3-year term expiring January 1, 2026)

Councilmember Broderick asked does everyone want to be reappointed again?

City Manager Molinari stated yes.

Mayor Young asked do we have any cross over from the Main Street Committee?

City Manager Molinari stated yes, we have one.

Mayor Young asked is that allowable?

City Manager Molinari states yes, the Main Street Committee is an add hock committee as opposed to a statutory board or commission.

Motion: Councilmember Siegel; Seconded by Councilmember Fishburne

Discussion: None

Carried: All ayes

A motion was made to go into Executive Session by Councilmember Bridge, seconded by Councilmember Siegel. Mayor Young explained that City Council would be going into Executive Session to discuss Receipt of Legal Advice - Nuisance Properties, Provision of water and sewer service to Newsome tract, Potential purchase of property, Personnel Matters: Appointment to Main Street SC Steering Committee, Appointment to Building Board, and Appointment to Keep Waltherboro Beautiful Board.

**Executive Session:**

1. Receipt of Legal Advice - Nuisance Properties.
2. Provision of water and sewer service to Newsome tract.
3. Potential purchase of property.
4. Personnel Matters:
  - a. Appointment to Main Street SC Steering Committee.
  - b. Appointment to Building Board.
  - c. Appointment to Keep Walterboro Beautiful Board.

A motion to appoint Matt Mardell, Scott Cook, Rilee Westbury, David Smalls, Jean Harrigal, Kara Wrice, and Faith Clementson to the Main Street SC Steering Committee was made Councilmember Broderick, seconded by Councilmember Fishburne, all in favor motion carries.

A motion to appoint John Givens to the Building Board was made by Councilmember Broderick, seconded by Councilmember Brown, all in favor motion carries.

A motion to appoint Timothy Karls to the Keep Walterboro Beautiful Board was made by Councilmember Broderick, seconded by Councilmember Fishburne, all in favor motion carries.

A motion to come out of Executive Session was made by Councilmember Broderick, seconded by Councilmember Fishburne, all in favor motion carries.

There being no further business to consider, a motion to adjourn was made by Councilmember Brown, seconded by Councilmember Fishburne, and passed unanimously. Mayor Young adjourned the meeting at 8:02 P.M. Notice of the meeting was distributed with the agenda packets, to all local media, posted on City Hall bulletin board and posted on the City's Website at least twenty-four hours prior to meeting time.

Respectfully,

Adrienne Nettles  
City Clerk

Walterboro City Council

City Hall

March 7, 2023

**Minutes**

A regular meeting of Walterboro City Council was held at City Hall on Tuesday March 7, 2023, at 6:15 P.M., with Mayor Bill Young presiding.

**Present:** Joined in the meeting were: Mayor Bill Young, Councilmembers: Carl Brown, Judy Bridge, Paul Siegel, James Broderick, Greg Pryor, and Ladson Fishburne. City Manager Jeff Molinari, Assistant City Manager Ryan McLeod, City Clerk Adrienne Nettles, City Attorney Brown McLeod, Michell Knight with Lowcountry Council of Governments, Public Works Director Michael Crosby, and Wayne Crosby Utilities Director.

**Call To Order:**

With the above-mentioned Councilmembers present, Mayor Young called the meeting to order, and invited everyone to join in as he gave the invocation. Councilmember Fishburne led the Pledge of Allegiance to our flag.

**Public Input on Agenda Items:**

There was no public input on agenda items.

**Public Hearing:**

1. **Ordinance #2023-01**, AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, TO PROVIDE FOR AN ADDITION TO CHAPTER 2, SECTION 4.2, PERMITTED USES TABLE, OF THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO (Second and Final Reading).

2. **Ordinance #2023-02**, AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, TO PROVIDE FOR AN ADDITION TO CHAPTER 3, SECTION 3.5.6, MOBILE FOOD COURTS OF THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO (Second and Final Reading).

Assistant City Manager McLeod stated as we discussed last month, we were approached to put in a text amendment to our UDO to allow for mobile food truck parks to exist in city limits. This will allow for more than 3 food trucks to be stationed in one area. As you read through the ordinance and what was presented, it requires permanent bathrooms. The only feedback we received was for it to have a special exceptions requirement. I have changed the verbiage in the ordinance.

3. Black Street/Sub-Basin 12 Sewer Upgrade Project (CDBG #4-CI-20-021) Closeout-Michelle Knight, Lowcountry Council of Governments.

Ms. Knight stated we are here tonight to do the closeout public hearing for the Black Street/ Sub-Basin 12 Sewer Upgrade Project. As you all are aware the Black Street Project was awarded \$1.348 million in September of 2020 to address inflow and infiltration issues in Sub-Basin 12 in the City, which included most of the Black Street area. This included over 15,500 of linear feet of piping, raising manholes, and pump repairs. There was open cut work as well as pipe bursting, and cleaning of the lines. This project

benefited 500 people. 78.4% were considered low to moderate income. The total grant award was increased by \$24,000 in August 2021, to cover half of the low bid, because the bid was still over the budget of the grant. The City of Walterboro also committed additional funding to address some alternative bids that were necessary for the success of the project. That increased the total match on the project to \$228,535. This was for the additional work on the contract, alternative bids, and matching 50% of what the state had increased the project to, and covering engineering costs. Currently we have the monitoring done for the project. Next week we have the final monitoring for the project. We are pretty close to the completion of the project and the final paid application from the project. Our hope is to have this closed by the end of the month.

4. CDBG & Home Consortium Needs Assessment- Michelle Knight, Lowcountry Council of Governments.

The CDBG & Home Consortium Needs Assessment was presented by Michelle Knight, from the Lowcountry Council of Governments. Ms. Knight went through each section and gave a detailed explanation of each section. Mayor Young stated that the Lowcountry Council of Governments has been very helpful to the City and we appreciate all your efforts.

**Old Business:**

1. **Ordinance #2023-01**, AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, TO PROVIDE FOR AN ADDITION TO CHAPTER 2, SECTION 4.2 PERMITTED USES TABLE, OF THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO (Second and Final Reading).

Motion: Councilmember Broderick; Seconded by Councilmember Brown

Discussion: None

Carried: All ayes

2. **Ordinance #2023-02**, AN ORDINANCE TO AMEND THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, TO PROVIDE FOR AN ADDITION TO CHAPTER 3, SECTION 3.5.6 MOBILE FOOD COURTS OF THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF WALTERBORO (Second and Final Reading).

Motion: Councilmember Bridge; Seconded by Councilmember Pryor

Discussion: None

Carried: All ayes

**New Business:**

1. **Ordinance #2023-03**, AN ORDINANCE AUTHORIZING THE CITY OF WALTERBORO TO JOIN WITH THE WALTERBORO-COLLETON COUNTY AIRPORT COMMISSION AND COLLETON COUNTY IN CONVEYING 26.5 ACRES OF A PORTION OF REAL PROPERTY IDENTIFIED BY TMS NUMBER 132-00-00-018 TO FULLER PROPERTIES, LLC (First Reading).

Motion: Councilmember Broderick; Seconded by Councilmember Brown

Discussion: None

Carried: All ayes

**City Manager's Report:**

1. Consideration of bids for Sub-Basin 1 & 3 Sewer Upgrade Project - Contract II

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet a memo and supporting documentation for Sub-Basin 1 & 3 Sewer Upgrade Project- Contract II. On February 9<sup>th</sup> the Department of Public Works accepted bids to rehabilitate the sewer system in Sub-Basin 1 & 3. We received two bids, the low bid from Golf Coast Underground, LLC out of Theodore Alabama in the amount of \$710,286.65. The City was awarded a Community Development Block Grant for both contracts 1 & 2. Golf Coast Underground is the same contractor that is doing contract 1. Staff recommends awarding the contract to Golf Coast Underground, LLC in the amount of \$710,286.15 that it is contingent upon approval of the Department of Commerce.

Motion: Councilmember Brown; Seconded by Councilmember Pryor

Discussion: None

Carried: All ayes

2. Consideration of Task Order No. 22 – Engine Driven Emergency Power Supple System for WWTP, Hybrid Engineering.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet a memo and supporting documentation from Hybrid Engineering for Task Order 22. The City received a \$1,188,784.60 grant from FEMA to purchase and install a new generator and to construct a new gas line that will service the future expansion of the Wastewater Treatment Plant. This is the project that was initially part of the EDA Grant. Fortunately, we were able to secure money from FEMA and we are going to handle that as a separate project. The cost will include a 1,300 KW generator, concrete slab, electrical connections, a natural gas line extension to the site and engineering. FEMA's grant award represents 69.77% of the total project cost and the City's match will be \$515,065.40. The City's engineer, Hybrid Engineering, has provided a task order in the amount of \$98,419 to perform administrative investigation, permitting, contract administration, and construction observation services for the generator project. Staff recommends approval of Task Order 22 in the amount of \$98,419 to be paid from the 2021 water/sewer revenue bond. To make City Council aware the wastewater expansion project is currently out to bid. We have the bid opening scheduled for Tuesday April 4, 2023, at 2:00 P.M.

Motion: Councilmember Broderick; Seconded by Councilmember Pryor

Discussion: None

Carried: All ayes

3. Consideration of funding recommendations from the Accommodations Tax Advisory Committee.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council the Accommodations Tax Advisory Committee met February 16, 2023. The following request were approved by the ATAX Committee: The SC Artisans Center-AG + Art Tour SC in the amount of \$3,075, Hiram E Mann Chapter-Tuskegee Airman Memorial Project in the amount of \$12,273, and Lowcountry Resort Island-guide book and promotion in the amount of \$14,000. Should these requests be approved as submitted, the projected remaining balance for the 2022-2023 year will be approximately \$180,247. The remaining funds will be for consideration at the next scheduled meeting in June 2023. The ATAX Committee respectfully requests City Council to approve these items.

Motion: Councilmember Bridge; Seconded by Councilmember Broderick

Discussion: None

Carried: All ayes

A motion was made to go into Executive Session by Councilmember Brown, seconded by Councilmember Fishburne. Mayor Young explained that City Council would be going into Executive Session to discuss Personnel Matters: City Board and Commission Meetings Rules of Order, Appointment to City Building Board, Appointment to Historical Preservation Commission, and Appointment to Planning Commission.

**Executive Session:**

1. Personnel Matters:

- a. City Board and Commission Meetings Rules of Order.
- b. Appointment to City Building Board.
- c. Appointment to Historical Preservation Commission.
- d. Appointment to Planning Commission.

A motion to appoint Clayton Stoddard to the City Building Board to fill an unexpired 4- year term through January 1, 2024, a motion to appoint Michael Crowe to the Historic Preservation Commission to fill an unexpired 2-year term through January 1, 2024, and a motion to appoint Samantha Crowe to the Planning Commission to fill an unexpired 4-year term through January 1, 2025, was made by Councilmember Bridge and seconded by Councilmember Fishburne, all in favor motion carries.

A motion to come out of Executive Session was made by Councilmember Pryor, seconded by Councilmember Broderick, all in favor motion carries.

There being no further business to consider, a motion to adjourn was made by Councilmember Broderick, seconded by Councilmember Pryor and passed unanimously. Mayor young adjourned the meeting at 7:16 P.M. Notice of the meeting was distributed with the agenda packets, to all local media, posted on City Hall bulletin board and posted on the City's Website at least twenty-four hours prior to meeting time.

Respectfully,

Adrienne Nettles  
City Clerk

**ORDINANCE #2023-04**

**AN ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, AUTHORIZING EXPENDITURE OF CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS**

**WHEREAS**, on September 7, 2021, City Council adopted Resolution 2021-R-16 designating an authorized representative and contact person for the purposes of the American Rescue Plan Act of 2021; and

**WHEREAS**, on September 29, 2021, the City received the first tranche of funding from the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) totaling \$1,350,650.66. On October 14, 2022, the City received the second tranche of funding totaling \$1,350,650.66. Total allocation from the State of South Carolina as appropriated by the American Rescue Plan Act of 2021 was \$2,701,301.32; and

**WHEREAS**, expenditures of SLFRF funds are required to be approved by City Council; and

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF WALTERBORO, SOUTH CAROLINA, IN COUNCIL, ASSEMBLED**, that the following SLFRF funds are to be obligated as follows:

1. 2020 Revenue Loss totaling \$236,346.00
2. 2021 Revenue Loss totaling \$197,360.00
3. Economic Stabilization (Ford Property) \$377,620.04
4. 2022 Revenue Loss totaling \$106,136.00

**WHEREAS**, with these expenditures and interest accrued, there will remain a SLFRF balance of \$1,814,192.19 for future expenditures.

This ordinance shall be effective immediately.

**DONE**, this 2<sup>nd</sup> day of May, 2023.

\_\_\_\_\_  
William T. Young, Jr.  
Mayor

ATTEST:

\_\_\_\_\_  
Adrienne Nettles  
City Clerk

First Reading: April 4, 2023  
Public Hearing: \_\_\_\_\_  
Second Reading: \_\_\_\_\_



Date: February 28, 2023

To: Mayors, Managers, Administrators, Clerks and  
Local Revenue Service Contacts

From: Caitlin Cothran, Manager for Local Revenue Services

Re: Ordinance, Agreement, and Supplement for Local Revenue Service Programs  
**PROMPT ACTION REQUIRED**

---

For many years, the Municipal Association has offered collection programs for certain business license taxes. These programs include the Insurance Tax Collection Program, the Brokers Tax Collection Program, and the Telecommunication Tax Program. The Municipal Association has collectively rebranded these programs as Local Revenue Services and has renamed the three business license programs as the Insurance Tax Program (ITP), the Brokers Tax Program (BTP), and the Telecommunication Tax Program (TTP).

In addition, by Act 176 of 2020,<sup>1</sup> the General Assembly standardized business licensing in the State of South Carolina. Following the adoption of this Act, the Municipal Association provided a revised model business license ordinance. Every municipality in the State has adopted a revised business license ordinance based on Act 176 and the new model ordinance.

As a result of the Local Revenue Services rebranding and the adoption of new local business license ordinances under Act 176, the Association is required to update the ordinances and agreement by which municipalities may participate in Local Revenue Services. Please note as follows:

- There are THREE attachments to this memo: (1) an ordinance to participate in Local Revenue Services, (2) an intergovernmental agreement for the programs, and (3) a program participant supplement by which a municipality elects which programs to join.
- In order to continue to participate in Local Revenue Services, **your municipality must (1) enact the attached ordinance and, (2) once the ordinance is enacted, sign the attached agreement and supplement.**
- The ordinance must be **completed where highlighted and then enacted exactly as written.**
- The agreement must be **signed exactly as written.**
- The supplement must be **completed where highlighted and then signed exactly as written.**
- The Setoff Debt Program is not affected by the attached documents, which relate only to ITP, BTP, and TTP.
- The Association must have a certified copy of your amended ordinance, together with the original signed agreement and supplement, by **May 26, 2023**. We will send you a copy of the final agreement with the Municipal Association's signature for your file. If you require an original signed agreement for your files, provide two signed agreements to the Municipal Association.

---

<sup>1</sup> The Business License Standardization Act, found at S.C. Code Sec. 6-1-400 to -420.

The new program documents will not substantially change the operation of the Local Revenue Services programs from your perspective. The Municipal Association will continue to administer and collect business license taxes within ITP, BTP, and TTP. The rates for the Municipal Association's services will remain exactly the same as they are now. Finally, distributions of collected amounts will be made in the same manner and at approximately the same times as they are now.

The substantial changes to the Local Revenue Services programs are as follows:

- The new agreement is an intergovernmental agreement among all of the participating governments, rather than a series of standalone agreements.
- Local Revenue Services will act in its own name as a division of the Municipal Association and will be governed by a committee of the Municipal Association's Board of Directors.
- The terms on which the Municipal Association is delegated the authority to resolve litigation on behalf of its members have been clarified.
- An appeals process, as required by and consistent with Act 176, has been formally adopted.

If you have questions about the attached documents, please contact Caitlin Cothran at (803) 354-4786 or [ccothran@amsc.sc](mailto:ccothran@amsc.sc).

If your municipal attorney has questions about the attached documents, please direct him or her to contact Eric Shytle, General Counsel of the Municipal Association, at (803) 933-1214 or [eshytle@masc.sc](mailto:eshytle@masc.sc).

**ORDINANCE # 2023-05**

**AN ORDINANCE AUTHORIZING AND DIRECTING THE CITY OF WALTERBORO TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT RELATING TO SOUTH CAROLINA LOCAL REVENUE SERVICES; TO PARTICIPATE IN ONE OR MORE LOCAL REVENUE SERVICE PROGRAMS; TO EXECUTE AND DELIVER ONE OR MORE PARTICIPANT PROGRAM SUPPLEMENTS; AND OTHER MATTERS RELATING THERETO.**

**WHEREAS**, the City of Walterboro (the "Municipality") is authorized by S.C. Code Section 5-7-30 and Title 6, Chapter 1, Article 3 to impose a business license tax on gross income;

**WHEREAS**, under State law, certain business license taxes are applicable in a manner or at a rate that applies throughout the State ("Statewide Business License Taxes");

**WHEREAS**, such Statewide Business License Taxes include without limitation the business license taxes applicable to insurers under Title 38, Chapter 7 of the S.C. Code; to brokers under Title 38, Chapter 45 of the S.C. Code; and to telecommunications companies under Title 58, Chapter 9, Article 20 of the S.C. Code;

**WHEREAS**, the Municipal Association of South Carolina (the "Association") has previously established local revenue service programs in which the Association administers Statewide Business License Taxes on behalf of and for the benefit of participating municipalities;

**WHEREAS**, such local revenue service programs include a program known as the Insurance Tax Program ("ITP") that administers business license taxes applicable to insurers under Title 38, Chapter 7 of the S.C. Code; a program known as the Brokers Tax Program ("BTP") that administers business license taxes applicable to brokers under Title 38, Chapter 45 of the S.C. Code; and a program known as the Telecommunications Tax Program ("TTP") that administers business license taxes applicable to telecommunications companies under Title 58, Chapter 9, Article 20 of the S.C. Code;

**WHEREAS**, the Municipality currently participates in ITP, BTP and TTP;

**WHEREAS**, by Act No. 176 of 2020, known as the South Carolina Business License Tax Standardization Act and codified at S.C. Code Sections 6-1-400 to -420 (the "Standardization Act"), the South Carolina General Assembly imposed additional requirements and conditions on the administration of business license taxes;

**WHEREAS**, following the enactment of the Standardization Act, the Municipality enacted Ordinance No. 2021-06 on July 6, 2021, in order to comply with the requirements of the Standardization Act (the "Current Business License Ordinance");

**WHEREAS**, in connection with the enactment of the Standardization Act and the adoption of locally compliant business license ordinances, the municipalities of the State have determined that it would be advisable and prudent to update the existing local revenue service programs;

**WHEREAS**, in particular, the municipalities of the State have determined to establish and join South Carolina Local Revenue Services ("LRS") by intergovernmental agreement, which among other things will administer Statewide Business License Taxes on behalf of its participants, including but not limited to by continuing to offer the services provided by the ITP, BTP, and TTP;

**WHEREAS**, Article VIII, Section 13(A) of the South Carolina Constitution provides that “(a)ny county, incorporated municipality, or other political subdivision may agree with the State or with any other political subdivision for the joint administration of any function and exercise of powers and the sharing of the costs thereof;”

**WHEREAS**, the City of Walterboro Council of the Municipality (the “Council”) now wishes to authorize and direct the Municipality to join LRS and to participate in one or more local revenue service programs;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Walterboro, as follows:

**SECTION 1. Direction to Apply to and Join LRS.** The form of the Local Revenue Services Agreement (the “Agreement”) pursuant to which a municipality may request to participate in LRS and, if approved, become a participant is attached hereto as Exhibit A. The Mayor (the “Executive Officer”) is hereby authorized and directed to apply to participate in LRS. If the Municipality’s application is approved by LRS, then the Executive Officer shall execute and deliver a counterpart to the Agreement in substantially the form attached hereto. The Council hereby approves the terms and conditions of and agrees to comply with the Agreement upon the execution and delivery thereof by the Executive Officer.

**SECTION 2. Participation in Local Revenue Service Programs.** The Council determines that, if admitted to LRS, the Municipality will participate in the ITP, the BTP, and the TTP. The Executive Officer is hereby authorized and directed to execute and deliver any required Participant Program Supplements (as such term is defined in the Agreement) as may be necessary to participate in such local revenue service programs.

**SECTION 3. Business License Taxes Applicable to Insurance Companies.** Notwithstanding anything in the Current Business License Ordinance to the contrary, the following provisions shall apply to insurance companies subject to Title 38, Chapter 7 of the S.C. Code.

- a) Except as set forth below, “gross premiums” for insurance companies means gross premiums written for policies for property or a risk located within the municipality. In addition, “gross premiums” shall include premiums written for policies that are sold, solicited, negotiated, taken, transmitted, received, delivered, applied for, produced or serviced by (1) the insurance company’s office located in the municipality, (2) the insurance company’s employee conducting business within the municipality, or (3) the office of the insurance company’s licensed or appointed producer (agent) conducting business within the municipality, regardless of where the property or risk is located, provided no tax has been paid to another municipality in which the property or risk is located based on the same premium.
- b) As to fire insurance, “gross premiums” means gross premiums (1) collected in the municipality, and/or (2) realized from risks located within the limits of the municipality.
- c) As to bail bonds, “gross premiums” shall exclude any amounts retained by a licensed bail bondsman as defined in Title 38, Chapter 53 of the S.C. Code for authorized commissions, fees, and expenses.

- d) Gross premiums shall include all business conducted in the prior calendar year. Gross premiums shall include new and renewal business without deductions for any dividend, credit, return premiums, or deposit.
- e) Solicitation for insurance, receiving or transmitting an application or policy, examination of a risk, collection or transmitting of a premium, adjusting a claim, delivering a benefit, or doing any act in connection with a policy or claim shall constitute conducting business within the municipality, regardless of whether or not an office is maintained in the municipality.
- f) The business license tax for insurance companies under Title 38, Chapter 7 of the S.C. Code shall be established at the rates set forth below. Declining rates shall not apply.

**NAICS Code**

- 524113     **Life, Health, and Accident.** 0.75% of Gross Premiums.
- 524126     **Fire and Casualty.** 2% of Gross Premiums.
- 524127     **Title Insurance.** 2% of Gross Premiums.

- g) License taxes for insurance companies shall be payable on or before May 31 in each year without penalty. The penalty for delinquent payments shall be 5% of the tax due per month, or portion thereof, after the due date until paid.

**SECTION 4. Business License Tax Applicable to Brokers.** Title 38, Chapter 45 of the S.C. Code (the "Brokers Act") establishes a blended premium tax rate applicable to brokers of 6 percent, comprising a 4 percent State premium tax and a 2 percent municipal premium tax, each to be collected by the South Carolina Department of Insurance. Pursuant to §§ 38-45-10 and 38-45-60 of the Brokers Act, the Municipal Association of South Carolina is designated the municipal agent for purposes of administration of the municipal broker's premium tax.

**SECTION 5. Business License Taxes Applicable to Telecommunication Companies.**

- a) Notwithstanding any other provisions of the Current Business License Ordinance, the business license tax for "retail telecommunications services," as defined in S. C. Code Section 58-9-2200, shall be at the maximum rate authorized by S. C. Code Section 58-9-2220, as it now provides or as provided by its amendment. Declining rates shall not apply.
- b) The business license tax year for retail telecommunications services shall begin on January 1 of each year. The business license tax for retail telecommunications services shall be due on January 1 of each year and payable by January 31 of that year, without penalty. The delinquent penalty shall be five percent (5%) of the tax due for each month, or portion thereof, after the due date until paid.
- c) In conformity with S.C. Code Section 58-9-2220, the business license tax for "retail telecommunications services" shall apply to the gross income derived from the sale of retail telecommunications services for the preceding calendar or fiscal year which either originate or terminate in the municipality and which are charged to a service address

within the municipality regardless of where these amounts are billed or paid and on which a business license tax has not been paid to another municipality. The measurement of the amounts derived from the retail sale of mobile telecommunications services shall include only revenues from the fixed monthly recurring charge of customers whose service address is within the boundaries of the municipality. For a business in operation for less than one year, the amount of business license tax shall be computed on a twelve-month projected income.

- d) Nothing in this Ordinance shall be interpreted to interfere with continuing obligations of any franchise agreement or contractual agreement. All fees collected under such a franchise or contractual agreement shall be in lieu of fees or taxes which might otherwise be authorized by this Ordinance.

**SECTION 6. No Exemption for Interstate Commerce.** Properly apportioned gross income from interstate commerce shall be included in the gross income for every business subject to a business license tax.

**SECTION 7. LRS to Appoint Business License Official and to Designate Appeals Board.** Pursuant to the Agreement, LRS is hereby authorized to appoint one or more individuals (each, an "LRS Business License Official") to act as the Municipality's business license official for purposes of administering Statewide Business License Taxes. In addition, LRS is hereby authorized pursuant to the Agreement to designate an appeals board (the "Appeals Board") for purposes of appeals arising with respect to such taxes. The LRS Business License Official so appointed and the Appeals Board so designated shall have all of the powers granted to the Municipality's business license official and appeals board under the Current Business License Ordinance, except as may be modified by this ordinance.

**SECTION 8. Appeals Process.** With respect to the calculation, assessment, and collection of Statewide Business License Taxes, in lieu of the appeals process described in the Current Business License Ordinance, the following appeals process required by S.C. Code Section 6-1-410 shall apply:

- a) If a taxpayer fails or refuses to pay a Statewide Business License Tax by the date on which it is due, the LRS Business License Official may serve notice of assessment of the Statewide Business License Tax due on the taxpayer by mail or personal service. Within thirty days after the date of postmark or personal service, a taxpayer may request, in writing with reasons stated, an adjustment of the assessment. An informal conference between the LRS Business License Official and the taxpayer must be held within fifteen days of the receipt of the request, at which time the taxpayer may present any information or documents in support of the requested adjustment. Within five days after the conference, the LRS Business License Official shall issue a notice of final assessment and serve the taxpayer by mail or personal service with the notice and provide a form for any further appeal of the assessment by the taxpayer.
- b) Within thirty days after the date of postmark or personal service, the taxpayer may appeal the notice of final assessment by filing a completed appeal form with the LRS Business License Official, by mail or personal service, and by paying to LRS in protest at least eighty

percent of the business license tax based on the final assessment. The appeal must be heard and determined by the Appeals Board. The Appeals Board shall provide the taxpayer with written notice of the hearing and with any rules of evidence or procedure prescribed by the Appeals Board. The hearing must be held within thirty days after receipt of the appeal form unless continued to another date by agreement of the parties. A hearing by the Appeals Board must be held at a regular or specially called meeting of the Appeals Board. At the appeals hearing, the taxpayer and LRS have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The hearing must be recorded and must be transcribed at the expense of the party so requesting. The Appeals Board shall decide the assessment by majority vote. The Appeals Board shall issue a written decision explaining the basis for the decision with findings of fact and conclusions and shall inform the taxpayer of the right to request a contested case hearing before the Administrative Law Court. The written decision must be filed with the LRS Business License Official and served on the taxpayer by mail or personal service. The decision is the final decision of LRS on the assessment.

- c) Within thirty days after the date of postmark or personal service of LRS's written decision on the assessment, a taxpayer may appeal the decision to the Administrative Law Court in accordance with the rules of the Administrative Law Court.

**SECTION 9. Repealer, Effective Date.** All ordinances in conflict with this ordinance are hereby repealed. This ordinance shall be effective on the date of final reading.

**ENACTED IN REGULAR MEETING**, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Mayor William T. Young, Jr.

ATTEST:

\_\_\_\_\_  
City Clerk Adrienne M. Nettles

First reading: \_\_\_\_\_

Final reading: \_\_\_\_\_

**RESOLUTION NO. 2023-R-01**

**FAIR HOUSING RESOLUTION**

**WHEREAS**, April 11, 2023, marks the 55<sup>th</sup> anniversary of the passage of the U.S. Fair Housing Law, Title VIII of the Civil Rights Act of 1968, as amended and the State of South Carolina enacted the South Carolina Fair Housing Law in 1989, that both support the policy of Fair Housing without regard to race, color, national origin, sex, familial status, and disability, and encourages fair housing opportunities for all citizens; and

**WHEREAS**, the City of Walterboro is committed to addressing discrimination in our community, to support programs that will educate the public about the right to equal housing opportunities, and to plan partnership efforts with other organizations to help assure every citizen of their right to fair housing; and

**WHEREAS**, the City of Walterboro rejects discrimination on the basis of race, religion, color, sex, national origin, disability and/or familial status in the sale, rental, or provision of other housing services; and

**WHEREAS**, the City of Walterboro desires that all its citizens be afforded the opportunity to attain decent, safe and sound living environment; and

**WHEREAS**, April is recognized nationally as Fair Housing Month.

**NOW, THEREFORE BE IT RESOLVED**, that the City Council of the City of Walterboro, South Carolina does hereby designate April 2023 as being Fair Housing Month, and recognizes the policy supporting Fair Housing by encouraging all citizens to endorse Fair Housing opportunities for all not only during Fair Housing Month but throughout the year.

**ADOPTED**, this \_\_\_\_ day of April, 2023 by Walterboro City Council.

---

William T. Young, Jr., Mayor

Attest:

---

Adrienne Nettles  
Municipal Clerk



# CHILD ABUSE PREVENTION AND AWARENESS MONTH

## PROCLAMATION

**WHEREAS**, South Carolina's future prosperity is dependent on nurturing the healthy development of the 1.1 million children currently residing in the diverse communities across our state; and

**WHEREAS**, all children deserve to have the safe, stable, nurturing homes and communities they need to foster their healthy growth and development; and

**WHEREAS**, in fiscal year 2022, there were 9,031 children in founded investigations of child maltreatment in South Carolina; and

**WHEREAS**, child abuse is a public health issue with serious societal consequences, as data shows the link between the abuse and neglect of children and a wide range of costly medical, emotional, psychological and behavioral problems into adulthood; and

**WHEREAS**, preventing child abuse and neglect must be a priority that requires individuals, families, youth-serving organizations, faith-based groups, businesses, government agencies, and everyone that makes up our community to support the physical, emotional, and educational development of all children and their families; and

**WHEREAS**, effective child abuse prevention exists in communities that provide parents with the social support, knowledge of parenting and child development, and concrete resources they need to cope with the stress and nurture their children, help to ensure that all children can grow to their full potential; and

**NOW, THEREFORE BE IT RESOLVED**, the City of Walterboro, SC in conjunction with Hopeful Horizons, Child Abuse Prevention Association (CAPA), and support service programs around the state, designates the month of April as

### CHILD ABUSE PREVENTION & AWARENESS MONTH

while urging all citizens to dedicate themselves to protect quality of life for every child.



\_\_\_\_\_  
WILLIAM T. YOUNG, JR., MAYOR

ATTEST:

\_\_\_\_\_  
ADRIENNE NETTLES, CITY CLERK





## Keep Walterboro Beautiful Great American Cleanup 2023 Proclamation

WHEREAS, Keep America Beautiful is the nation's iconic community improvement nonprofit organization that envisions a country in which every community is a clean, green and beautiful place to live, and has established the Great American Cleanup as its signature national effort for involving American citizens in improving their community environment;

WHEREAS, Keep America Beautiful's Great American Cleanup is the nation's largest community improvement program, engaging more than 5 million volunteers and participants every year to create positive change and lasting impact in local communities;

WHEREAS, the City of Walterboro of Colleton County seeks to protect its natural resources and bring people together to transform public spaces into beautiful places.

WHEREAS, the City of Walterboro recognizes its commitment to engage citizens, civic and government officials, and business leaders to work together to End Littering, Improve Recycling, and Beautify America's Communities;

WHEREAS, Keep Walterboro Beautiful, and the City of Walterboro are committed to elevate the importance of volunteerism and motivate everyone in our community to become stewards of the environment;

NOW, THEREFORE, I, Bill Young, Mayor do hereby proclaim these months of March, April and May (Keep America Beautiful/Great American Cleanup months) and call upon our citizens to join in activities that promote responsible environmental stewardship and help us renew our commitment to building a better world today and for future generations. I so declared on this 7<sup>th</sup> day March 2023.

---

Bill Young Mayor

# Colleton County Veterans Council

P.O. BOX 256  
WALTERBORO, SC 29488  
TELEPHONE: (843) 908-2123

JOHNNY HOLMES  
CHAIRMAN

DAVID LIES  
SECRETARY

BOB TIEGS  
TREASURER

JANET D. SMITH  
VA OFFICER

Date: March 8, 2023

Mr. Jeff Molinari, City Manager  
P.O. Box 709  
Walterboro, SC 29488

Dear Mr. Molinari:

The Colleton County Veterans Council has begun preparations for this year's Memorial Day Ceremony. The Ceremony is scheduled for Monday, May 29, 2023, 9:00 a.m. at the Downtown Plaza, Washington Street.

Below are the requests for the agenda in April. The Veterans Council requests the City's approval of the following:

1. Display the US flags on Washington Street the month of May.
2. Reserve the Waterfall Plaza for setup and turn the water off from 12:00 pm - May 28th to May 29th, 12:00 pm.
3. Close Washington Street on Monday, May 29th from 8:00 a.m. to 12:00 pm.

The Veterans Council appreciates your continued support. If you have any questions, please give me a call on my cell at (843) 908-2123.

Respectfully,

  
Johnny Holmes  
Council Chairman

## Jeffrey Molinari

---

**From:** Lee Petrolawicz <Lee.Petrolawicz@southstatebank.com>  
**Sent:** Wednesday, March 29, 2023 3:29 PM  
**To:** Jeffrey Molinari  
**Subject:** RE: Citadel Club Duck Race - Friday, April 28

**CAUTION: This email originated from outside of the organization! Do not click links, open attachments or reply, unless you recognize the sender's email address and know the content is safe!**

Glad you asked. The event has been pushed to April 29 at 1pm. The event timing works for the Rice Festival. It is after the parade and (I believe) before the Corn Hole competition.



**Lee T. Petrolawicz**  
Senior Vice President  
City Executive

520 North Jefferies Blvd  
Walterboro, SC 29488

**Office** 843.549.8231

**Mobile** 843.599.2223

**Fax** 843.549.8222

**SouthStateBank.com**

**Connect with Us** | [f](#) [@](#) [in](#) [t](#)

**From:** Jeffrey Molinari <jmolinari@walterborosc.org>  
**Sent:** Wednesday, March 29, 2023 3:17 PM  
**To:** Lee Petrolawicz <Lee.Petrolawicz@southstatebank.com>  
**Subject:** [EXTERNAL] RE: Citadel Club Duck Race - Friday, April 28

Lee,

Is it the same time as last year – 4-7 PM? Will you be doing the BBQ cookoff as well?

Jeff

**From:** Lee Petrolawicz <[Lee.Petrolawicz@southstatebank.com](mailto:Lee.Petrolawicz@southstatebank.com)>  
**Sent:** Thursday, March 23, 2023 9:11 AM  
**To:** Brian Hefner <[bhefner@edistoelectric.com](mailto:bhefner@edistoelectric.com)>; [teresa2me@yahoo.com](mailto:teresa2me@yahoo.com); [smurdaugh@murdaughlawgroup.com](mailto:smurdaugh@murdaughlawgroup.com); [shawn.lyons@coastal.coop](mailto:shawn.lyons@coastal.coop)  
**Cc:** Jeffrey Molinari <[jmolinari@walterborosc.org](mailto:jmolinari@walterborosc.org)>  
**Subject:** Citadel Club Duck Race - Friday, April 28  
**Importance:** High

**CAUTION: This email originated from outside of the organization! Do not click links, open attachments or reply, unless you recognize the sender's email address and know the content is safe!**

I spoke to Jeff (City Manager) regarding the Duck Race. Jeff didn't have a concern other than asking for a copy of our insurance coverage for the event and a quick summary of the event for City Council's approval. City Council approved the event last year.

Please respond to this email with the required insurance policy and event summary.

Thank you.

Lee.



**Lee T. Petrolawicz**  
Senior Vice President  
City Executive

520 North Jefferies Blvd  
Walterboro, SC 29488

**Office** 843.549.8231

**Mobile** 843.599.2223

**Fax** 843.549.8222

**[SouthStateBank.com](http://SouthStateBank.com)**

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## MEMORANDUM

---

**TO:** Mayor and City Council  
**FROM:** City Manager  
**DATE:** March 13, 2023  
**RE:** CDBG Prioritization

Pursuant to the goals and objectives adopted by City Council, I recommend the following CDBG priority needs for the next funding cycle.

1. Public Infrastructure and Facilities
  - Upgrades of water and sewer lines as needed
  - Other projects as identified
2. Community Enrichment
  - Demolition of properties that are attractive nuisances
  - Adaptive reuse of existing structures
  - Others as identified
3. Special Projects as identified.
  - Trail connector for Wildlife Center and Wildlife Sanctuary
  - Other projects as identified
4. Multiple Activity Neighborhood Improvement Projects
  - Neighborhoods as identified
5. Economic Development projects as identified.

If you have any questions, comments, or suggestions, please do not hesitate to call me, or come by City Hall at your convenience.

Sincerely,

Jeffrey P. Molinari  
City Manager