



**WALTERBORO CITY COUNCIL  
REGULAR MEETING  
AUGUST 1, 2023  
CITY HALL  
6:15 P.M.**

**AGENDA**

**I. Call to Order:**

1. Invocation
2. Pledge of Allegiance

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

**III. Public Hearing:**

1. **Ordinance # 2023-10**, AN ORDINANCE TO AMEND ORDINANCE # 2023-06, SO AS TO SET THE LOCAL OPTION SALES TAX CREDIT FACTOR IN THE FISCAL YEAR 2023-2024 BUDGET (Second and Final Reading).

**IV. Presentations:**

1. Jimmy Hiott, CEO Colleton Medical Center - Community Impact Report.
2. Stewart McAdoo, President, Colleton County Chamber of Commerce.

**V. Approval of Minutes:**

1. Regular Meeting – June 6, 2023.
2. Rescheduled Regular Meeting – July 11, 2023.

**VI. Old Business:**

1. **Ordinance # 2023-10**, AN ORDINANCE TO AMEND ORDINANCE # 2023-06, SO AS TO SET THE LOCAL OPTION SALES TAX CREDIT FACTOR IN THE FISCAL YEAR 2023-2024 BUDGET (Second and Final Reading).

**VII. New Business:**

1. Consideration of a request from the Colleton County Veterans Council to hold the annual Veteran's Day Parade on Sunday, November 5, 2023, at 3:00 PM (Attached).
2. Consideration of a request from B.I.R.T.H to hold their 2<sup>nd</sup> Annual "Celebration of Life" walk on March 23, 2024 (Attached).
3. Consideration of a request from Anthony Herndon to operate carriage tours October 20-22, 27-29, 2023 (Attached).

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

**IX. Executive Session:**

1. Contractual Matters:
  - a. Consideration of Purchase of Property.
  - b. Consideration of Sale of Property.
  - c. Forest Hills Tennis Center.
2. Provision of Water/Sewer Service to Northwest Waltherboro.

**X. Open Session:**

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

**XI. Adjournment:**

ORDINANCE # 2023-10

AN ORDINANCE TO AMEND ORDINANCE # 2023-06, SO AS TO SET THE LOCAL OPTION SALES TAX CREDIT FACTOR IN THE FISCAL YEAR 2023-2024 BUDGET.

WHEREAS, the fiscal year 2023-2024 budget was adopted with the passage of Ordinance # 2022-06 on June 6, 2023; and,

WHEREAS, City Council has determined that a need exists to amend said budget to set the Local Option Sales Tax Credit Factor for the fiscal year 2023-2024 budget.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF WALTERBORO, SOUTH CAROLINA, IN COUNCIL ASSEMBLED, that the fiscal year 2023-2024 budget be amended as follows:

1. A local option sales tax credit factor of .002218 shall be established.

This ordinance shall become effective upon adoption.

ADOPTED, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

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

ATTEST:

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

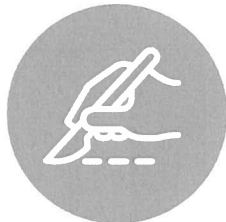
First Reading: July 11, 2023

Public Hearing: \_\_\_\_\_

Second Reading: \_\_\_\_\_

# Colleton Medical Center Health Impact Report

**BY  
THE  
NUMBERS**  
2022 data



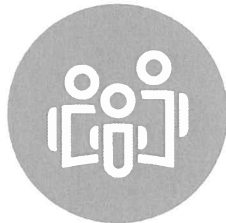
**67,346**  
Patients Treated



**30,767**  
ER Visits



**541**  
Colleagues



**\$39.1M**  
Salaries, Wages  
and Benefits



**\$7.3M**  
in Charity &  
Uncompensated Care



**\$3.1M**  
in Taxes Paid



**\$9.5M**  
in Capital  
Investments



**271**  
Babies Born

## RECOGNITIONS:

- Earned an "A" grade on the most recent safety scorecard released by The Leapfrog Group.
- The Lown Institute ranks Colleton Medical Center #1 in SC when it comes to community benefit.

**Colleton**  
Medical Center

Walterboro City Council

City Hall

June 6, 2023

**Minutes**

A Regular Meeting of Walterboro City Council was held at City Hall on Tuesday May 2, 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, Finance Director Amy Risher, Utilities Director Wayne Crosby, City Attorney Brown McLeod, and Hybrid Engineer Doug Clary.

**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 Siegel led the Pledge of Allegiance to our flag.

**Public Input on Agenda Items:**

Ms. Juanita Harvey stated Mr. Mayor and members of City Council I know we are not on the agenda, but we would like to bring to your attention some issues. There is a proposed night club coming into our community. We, the members of the community, ask that when this is presented for a permit that you consider the area of the nightclub. The community is in an uproar over this.

Councilmember Brown asked what type of club is it?

Ms. Harvey answered we have been told it will be a nightclub or gentlemen's club.

Councilmember Pryor asked is there a place he is going to move into or is he going to build?

Ms. Harvey answered it is a tin building on Henderson Street.

Mayor Young stated they will have to get permits and meet required zoning requirements, but we will investigate this. Thank you for making us aware of it.

**Presentations:**

1. Dana Cheney, Keep Walterboro Beautiful - Great American Cleanup and Keep Walterboro Beautiful Litter Stats.

Mr. Cheney stated Mr. Mayor and members of City Council the Great American Clean up is the nations largest clean up. This year Keep Walterboro Beautiful focused on three programs. Through a \$10,000 grant from Keep America Beautiful we were able to add azaleas and camellias to our parks as well as beautification to our police annex. Keep Walterboro Beautiful also participated in this year's Family Fun Day at the middle school, and we participated in the Rice Festival by handing out brochures on the Adopt-a-Street Program. This year's litter collecting was a great success. On March 31<sup>st</sup>, the Colleton County High School National Honor Society totaling 80 students and adults collected 90 bags of trash weighing

1,350 pounds of trash in 4 hours and walked a total of 27 miles. On Earth Day, our city employees collected 59 bags for a total of 835 pounds. Our Parks Department and Public Works Department cleaned up 2 huge dumpsters for a total of 3,500 pounds. Three members of City Council, councilmembers Broderick, Pryor, and Siegel completed the yearly index. I carried these gentlemen around the streets for 54 miles. This year's index was 1.4, one being the best. In 2019 it was at 1.19, and 2020 it was 1.46. I think we can say a clean city is a happy city.

### **Public Hearings:**

1. **Ordinance # 2023-06**, AN ORDINANCE ADOPTING THE CITY GENERAL FUND BUDGET FOR FISCAL YEAR 2023-2024 AND MATTERS RELATING THERETO (Second and Final Reading).

2. **Ordinance # 2023-07**, AN ORDINANCE ADOPTING THE CITY ENTERPRISE FUND BUDGET FOR FISCAL YEAR 2023-2024 AND MATTERS RELATING THERETO (Second and Final Reading).

Councilmember Bridge stated I want to thank our City Manager and Finance Director and all department heads who have put fourth the effort to make good sound decisions about the budget. The following is the budget summary:

### **Budget Summary:**

- \$13,506,158 total City Budget.
- \$8,479,534 General Fund Budget.
- \$5,026,624 Enterprise Fund Budget.
- No ad valorem property tax increase.
- No business license rate increase.
- Proposed increase in water bi-monthly minimum charges on large meters (AWWA standards).
- Proposed 5% increase in sewer volumetric rates.
- Proposed \$1.00 bi-monthly increase in facility charge for sewer – the current charge is \$5.00 for in-city customers.
- Proposed increase for in-city water taps to cover the cost of installation.
- Proposed \$3 bi-monthly increase in commercial sanitation charges – the current charge is \$37. Residential collection charges will remain \$30 bi-monthly.
- 1% increase in the employer portion of state retirement (Per PEBA, SCRS increases to 18.56% and PORS increases to 21.24%). The 1% credit for employers' retirement system contributions is funded in the House FY 2023-2024 budget. This will be the final incremental rate increase that began in 2017.
- Workers' Compensation (SCMIT) rates increased by 39%.
- Property and casualty insurance (SCMIRF) increased by 15%.
- Proposed 1.5% cost of living adjustment for city employees.
- Proposed \$50 Christmas bonus increase for full-time and part-time employees.
- Increased gas and oil line items throughout entire budget.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council I am going to run through each of the departments and highlight some items in the budget.

### **Mayor and City Council**

- November 2023 City Election.
- \$35,000 appropriation to Lowcountry Regional Airport.

### **City Manager**

- Status quo.

### **Finance**

- Vehicle allowance for Finance Director.

### **Public Works**

- Purchase of yard debris truck (USDA grant) – will take delivery in 2024-2025.
- Purchase of LED reader board sign (Palmetto Pride/SCMIT/SCMIRF grants).

### **Planning and Development**

- \$25,000 allocated for demolition of substandard properties.

### **Police**

- Two (2) new patrol vehicles (USDA grant).

### **Judicial**

- Status quo.

### **Fire**

- Reclassified three (3) Fire Fighter/Driver Operator positions to three (3) Fire Lieutenant positions.
- Debt Service on 2023 Pumper truck with equipment.

### **Parks**

- Converted two (2) part-time positions into one (1) full-time position.
- Contracting out maintenance of landscaping at exits 53/57/loop project.
- Ventrac ballfield renovator and groomer plus 3 pt hitch conversion for tractor (USDA Grant).
- Purchase two pickup trucks (USDA Grant).

### **Tourism**

- Main Street South Carolina expenses.

### **Walterboro Wildlife Center**

- Status quo.

### **Water**

- Increase for chemicals due to rising material costs.
- Continue to purchase new radio read meters.
- Asphalt roller and trailer (USDA grant).
- Service truck (USDA grant).
- Pickup truck (USDA grant).

### **Utility Support**

- Status quo.

### **Sanitation**

- Residential garbage truck – will take delivery in 2024-2025 (USDA grant).

### **Sewer**

- Status quo.

### **Sewer Support**

- Status quo.

City Manager Jeff Molinari stated that concludes my remarks on the General Fund and Enterprise Budget.

3. **Ordinance # 2023-08**, AN ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, AMENDING THE COMPREHENSIVE FEE SCHEDULE FOR THE UTILITY SUPPORT DEPARTMENT (Second and Final Reading).

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet an updated fee schedule which reflects the increases that Councilmember Bridge mentioned in her report. Those proposed adjustments will need to be codified by ordinance and put into the City Code of Ordinances.

### **Approval of Minutes:**

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

1. Regular Meeting – May 2, 2023.
2. Special Called Meeting – May 16, 2023.

### **Old Business:**

1. **Ordinance # 2023-06**, AN ORDINANCE ADOPTING THE CITY GENERAL FUND BUDGET FOR FISCAL YEAR 2023-2024 (Second and final Reading).

Motion: Councilmember Brown; Seconded by Councilmember Fishburne

Discussion: None

Carried: All ayes

2. **Ordinance # 2023-07**, AN ORDINANCE ADOPTING THE CITY ENTERPRISE FUND BUDGET FOR FISCAL YEAR 2023-2024 AND MATTERS RELATING THERETO (Second and Final Reading).

Motion: Councilmember Pryor; Seconded by Councilmember Fishburne

Discussion: None

Carries: All ayes



3. **Ordinance # 2023-08**, AN ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, AMENDING THE COMPREHENSIVE FEE SCHEDULE FOR THE UTILITY SUPPORT DEPARTMENT (Second and Final reading).

Motion: Councilmember Siegel; Seconded by Councilmember Bridge

Discussion: None

Carries: All ayes

**New Business:**

1. **Ordinance # 2023-09**, AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF WALTERBORO, SOUTH CAROLINA, TO PROVIDE FOR CHANGES IN THE ZONING DISTRICTS OF THE CITY OF WALTERBORO BY CHANGING THE ZONING CLASSIFICATION OF ONE PARCEL OF LAND DESIGNATED AS TMS # 147-14-00-056, LOT 2 FROM HIGHWAY COMMERCIAL DISTRICT (HCD) TO MEDIUM DENSITY RESIDENTIAL (MDR) (Introduction and First Reading).

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet Ordinance # 2023-09. On April 18<sup>th</sup> the Planning Commission conducted a public hearing to consider a change in the zoning classification for a portion of TMS # 147-14-00-056, to change the zoning classification from Highway Commercial District to Medium Density Residential. It is my understanding that the owner wishes to re-plat the lot and has not been assigned a new TMS number yet from the county. As you see in your agenda packet there is a plat included delineated as lot 2. The property surrounding lot 2 is all Medium Density Residential. The Planning Commission passed a resolution to approve the zoning recommendations. We have our Assistant City Manager Ryan McLeod who provides staff support for the Planning Commission who can answer any questions.

Councilmember Pryor asked what does the gentlemen want to do with the property?

Assistant City Manager McLeod stated that it will more than likely be a single-family duplex.

Motion: Councilmember Broderick; Seconded by Councilmember Bridge

Discussion: None

Carried: All ayes

2. Consideration of rescheduling the July 4, 2023, Regular City Council Meeting.

The Regular City Council Meeting will be rescheduled to July 11, 2023.

Motion: Councilmember Brown; Seconded by Councilmember Fishburne

Discussion: None

Carried: All ayes

3. Request to waive business license fees for Juneteenth Festival.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet a letter from Ms. Latosia Simmons requesting that the city waive the business license requirements for the vendors associated with the Juneteenth event.

Motion: Councilmember Broderick; Seconded by Councilmember Pryor

Discussion: None

Carried: All ayes

**City Manager's Report:**

1. Consideration of bids for Wastewater Treatment Plant Expansion Project.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet a memo and supporting documentation on the Wastewater Treatment Plant Expansion Project. On April 11, 2023 we held a bid opening for phases 1 and 2 of the City's Wastewater Treatment Plant Expansion Project. We received a total of four (4) bids. This project will expand the capacity of the City's Wastewater Treatment Plant from 2.624 MGD to 5.625 MGD. We have accepted the low bidder, The Harper Corporation – General Contractors out of Johns Island, SC in the amount of \$36,631,400.00. We have several different funding sources that we have pieced together. We are receiving \$25,668,446 from EDA. We are allocating \$3,918,000.00 from the 2021 Waste/Sewer Revenue Bond and we will also have to do an additional 2023 Water/Sewer Bond. We are hoping to bring that to City Council this summer in the amount of \$7,044,954. I would also like to take this time to recognize our Finance Director Amy Risher, Utilities Director Wayne Crosby, and our engineer Doug Clary. As City Council is aware the bids were much higher than we anticipated. They have worked the last 2 months trying to figure out how to get the project done and how to get it funded. I would also like to thank Michelle Knight with LCOG. She was able to assist us with getting an additional \$10,000,000.00 from EDA. Mr. Doug Clary from Hybrid Engineering is here to give a summary of the project. I would also like to ask when Council makes a motion if you could make it contingent upon approval of EDA.

Mr. Doug Clary stated Mr. Mayor and members of City Council it is a pleasure to be here. We have detailed the proposed site plan on the left and the proposed schematic of how the water will flow through the plant. This is a comprehensive expansion and improvement project that will take care of influent pumping, grit removal, biological treatment, and tertiary filtration. We will get away from chlorine disinfectant and start using ultraviolet disinfectant. We undertook what I would characterize as the most intense bidder outreach program that we have undertaken. We know about the pressure on the economy right now. The city was able to attract bidders from all over the Southeastern United States. We undertook a full day bid opening conference. We even postponed the bid opening twice to give these guys as much time as they needed. We issued 6 addenda throughout the bidding process and every bidder's question got answered. We feel that The Harper Corporation is a fine company. We feel that this is the time to move forward and start the project. If we were to reject everything and start over, we could end up with a much higher bid.

Motion: Councilmember Brown; Seconded by Councilmember Bridge

Discussion: None

Carried: All ayes

2. Consideration of bids for Walterboro Wildlife Sanctuary Boardwalk Replacement Project – Canoe Launch and Hartzog Trail.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet a memo and supporting documentation of the first phase of the City's Boardwalk Replacement Project. This will replace the Canoe Launch and Hartzog Trail. We had a bid opening on May 15, 2023, and the city received four (4) bids. The project will include the demolition of 1,405 feet of existing boardwalk and

two bridges. The construction of 12,996 square feet of PermaTrak boardwalk. The construction of two new bridges, and a block retaining wall as recommended by the City's engineer. The city has \$2,431,073.55 available for the project coming from:

- 2022 A-Tax /H-Tax Revenue Bond - \$2,117,747.55
- Undiscovered SC Grant - \$200,000.00
- Tornado Funds - \$110,826.00
- FROGS Account - \$2,500.00

City Staff recommends awarding the contract to Wildwood Contractors (Walterboro, SC) in the amount of \$1,887,794.70 to be paid from allocating the listed funds. City staff asks for Councils favorable consideration of this request.

Motion: Councilmember Broderick; Seconded by Councilmember Fishburne

Discussion: None

Carried: All ayes.

### 3. Water and Wastewater Capacity Fee Study

City Manager Jeff Molinari stated Mr. Mayor and members of City Council I have attached a proposal from Willdan Financial Services in the amount of \$29,500.00 to conduct a water and wastewater capacity fee study. This study will assist the city's efforts in funding future capital needs of the City's water and sewer system due to anticipated residential, commercial, and industrial growth. The study will be funded from the 2021 Water/Sewer Revenue Bond. City staff asks for Council's favorable consideration of the request.

Motion: Councilmember Bridge; Seconded by Councilmember Broderick

Discussion: None

Carried: All ayes

### 4. Judicial and City Prosecutor Reappointments

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet the Judicial reappointments and City Prosecutor reappointment.

The term for Municipal Judge Morrison Payne expires on June 30, 2023. Judge Payne would like to continue to serve as Municipal Judge. If reappointed, her term will run for two (2) years and will expire on June 30, 2025.

The term for Associate Municipal Judge, Tim Rowe expires on June 30, 2023. Judge Rowe would like to continue to serve as Associate Municipal Judge. If reappointed, his term will run for two (2) years and will expire on June 30, 2025.

The term for City Prosecutor, Maryann Blake expires on June 30, 2023. Ms. Blake would like to continue to serve as City Prosecutor. If reappointed, her term will run for one (1) year and will expire on June 30, 2024.

Motion: Councilmember Pryor; Seconded by Councilmember Fishburne

Discussion: None

Carried: All ayes

A motion was made to go into Executive Session by Councilmember Fishburne, seconded by Councilmember Pryor. Mayor Young explained that City Council would be going into Executive Session to discuss Personnel Matters – Boards and Commission Appointments, Historic Preservation Commission, Planning Commission, and Keep Waltherboro Beautiful.

**Executive Session:**

1. Personnel Matters – Board and Commission Appointments:
  - a. Historic Preservation Commission.
  - b. Planning Commission.
  - c. Keep Waltherboro Beautiful

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

A motion to appoint Crystal Herrington to the Keep Waltherboro Beautiful Board and Carmella Rosenberg to the Historic Preservation Commission was made by Councilmember Brown, seconded by Councilmember Pryor, all in favor motion carries.

There being no further business to consider, a motion to adjourn was made by Mayor Young, seconded by Councilmember Bridge, and passed unanimously. Mayor Young adjourned the meeting at 7:15 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 the meeting.

Respectfully,

Adrienne Nettles  
City Clerk

**Walterboro City Council**

**City Hall**

**July 11, 2023**

**Minutes**

A Rescheduled Regular Meeting of Walterboro City Council was held at City Hall on Tuesday July 11, 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, Finance Director Amy Risher, and Fire Chief Paul Seigler.

**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 Bridge 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 # 2023-09**, AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF WALTERBORO, SOUTH CAROLINA, TO PROVIDE FOR CHANGES IN THE ZONING DISTRICTS OF THE CITY OF WALTERBORO BY CHANGING THE ZONING CLASSIFICATION OF TMS # 147-14-00-128 FROM HIGHWAY COMMERCIAL DISTRICT (HCD) TO MEDIUM DENSITY RESIDENTIAL (MDR) (Second and final reading).

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet an ordinance as well as a plat of the property involved. I do want to point out that in between the first reading and the meeting tonight the County assigned a tax map number for that parcel, which has been subdivided. When we did the first reading it was listed as lot 2, that lot is now designated as TMS # 147-14-00-128. The request is to rezone the property from Highway Commercial District to Medium Density Residential. The Planning Commission conducted a public hearing on April 18, 2023, and unanimously recommends rezoning the property to Medium Density Resident.

**Old Business:**

1. **Ordinance # 2023-09**, AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF WALTERBORO, SOUTH CAROLINA, TO PROVIDE FOR CHANGES IN THE ZONING DISTRICTS OF THE CITY OF WALTERBORO BY CHANGING THE ZONING CLASSIFICATION OF TMS # 147-14-00-128 FROM HIGHWAY COMMERCIAL DISTRICT (HCD) TO MEDIUM DENSITY RESIDENTIAL (MDR) (Second and Final Reading).

Motion: Councilmember Broderick; Seconded by: Councilmember Pryor

Discussion: None

Carried: All ayes

**New Business:**

1. **Ordinance # 2023-10**, AN ORDINANCE TO AMEND ORDINANCE # 2023-06, SO AS TO SET THE LOCAL OPTION SALES TAX CREDIT FACTOR IN THE FISCAL YEAR 2023-2024 BUDGET (Introduction and 1<sup>st</sup> Reading).

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet an ordinance to set the Local Option Sales Tax Credit Factor. A Sales Tax Credit Factor of .002218 is established by dividing the Anticipated Local Option Sales Tax Collection of \$1,189,315.00 by the Total Appraised Value of Property in the City of \$536,240,66. Staff asks Council for their favorable consideration.

Motion: Councilmember Pryor; Seconded by Councilmember Bridge

Discussion: None

Carried: All ayes

**City Manager's Report:**

1. Consideration of Funding Recommendations for the Accommodations Tax Advisory Committee.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council, you have in your agenda packet a memo from the A-TAX Committee. At its regular meeting held on June 15, 2023, the Accommodations Tax Advisory Committee approved the following requests:

**Request for 30% Designated Marketing Organization:**

1. Walterboro Tourism Commission requests \$70,000, approved \$70,000.

**Request for 65% Tourism Fund:**

1. Colleton County Veterans Park: requested \$8,575, approved \$8,575.

2. Colleton County Rice Festival 2024: requested \$30,000, approved \$30,000.

3. SC Artisans Center- marketing and promotions: request \$ 32,000, approved \$32,000.

4. Walterboro Tourism Commission: request \$ 60,000, approved \$ 60,000.

Should these requests be approved as submitted, the projected remaining balance for 2023-2024 will be approximately \$276,075. The remaining funds will be for consideration at the next scheduled meeting in October 2023. Therefore, the Accommodations Tax Advisory Committee respectfully request City Council approve these items.

Motion: Councilmember Bridge; Seconded by: Councilmember Brown

Discussion: None

Carried: All ayes

A motion was made to go into Executive Session by Councilmember Brown, seconded by Councilmember Broderick. Mayor Young explained that City Council would be going into Executive Session to discuss

Contractual Matters: 114 North Walter Street, and Project Suds. Personnel Matters: Appointment to the Planning Commission, and Appointment to the Keep Walterboro Beautiful Board.

**Executive Session:**

1. Contractual Matters:
  - a. 114 North Walter Street.
  - b. Project Suds.
2. Personnel Matters:
  - a. Appointment to the Planning Commission.
  - b. Appointment to the Keep Walterboro Beautiful Board.

A motion to accept Jack Jackson's resignation from the Planning Commission with regret and to thank him for his years of service and to appoint Mark Rosenberg to the Planning Commission for a 4-year unexpired term ending January 1, 2024 and to appoint Sharon Courtney to the Keep Walterboro Beautiful Board for an expired 4-year term ending January 1, 2027 was made by Councilmember Bridge, seconded by Councilmember Pryor, all in favor motion carries.

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

There being no further business to consider a motion to adjourn was made by Councilmember Bridge, seconded by Councilmember Pryor, and Passed unanimously. Mayor Young adjourned the meeting at 7:42 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

## *Colleton County Veterans Council*

PO BOX 256  
WALTERBORO, SC 29488  
843-549-1412

JOHNNY HOLMES, CHAIRMAN  
DAVID LIES, SECRETARY

JANET D. SMITH, VA OFFICER  
ROBERT TIEGS, TREASURER

DATE: July 18, 2023

TO: City of Walterboro  
ATTN: Mr. Jeff Molinari, City Manager

FROM: Johnny Holmes, Chairman CCVC

RE: 2023 Veterans Day Parade

The Colleton County Veterans Council has begun preparing for our Annual Veterans Day parade.

With the City's approval, the parade will be held Sunday, November 5, 2023, at 3:00 pm. Attached is a copy of the Parade Permit Request. Trophies will be awarded to the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place best patriotic floats.

The Veterans Council requests the City's permission for the following items:

- Street Closure for parade route at 2:30 pm (see attached sketch)
- Permission to post 25 signs to announce the parade date and time. (see Right of Way Sign Permit application and a draft of the sign)
- Approval for 4 Food Vendors and Colleton County Veterans Organizations (VFW, DAV and American Legion), to setup food trucks, canopies/tables for recruitment of membership between the hours of 1:00pm – 4:00pm, along the parade route on Hampton Street, the intersection of Jefferies Blvd and Washington Street.

Thank you in advance for your support.

Respectfully,



Johnny L. Holmes Chairman  
Colleton County Veterans Council



**CITY OF WALTERBORO**  
**PARADE/PROCESSION PERMIT REQUEST**

(PLEASE PRINT INFORMATION REQUESTED)

Application Date: July 18, 2023

1. Person submitting application: Janet D. Smith  
Address: 219 S. Lemacks Street, Walterboro  
Telephone: (843) 549-1412
  
2. Name of Organization: Colleton County Veterans Council  
Chairperson/President: Johnny Holmes  
Address: 824 Wesley Grove, Cottageville, SC  
Telephone: (843) 908-2123
  
3. Parade Chairman: Same as above  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_
  
4. Date/Time of Parade: Sunday, November 5, 2022 @ 3pm
  
5. Parade Route requested (Attach Sketch) Hampton - Washington Streets
  
6. Number of Vehicles/Floats: 30 Number of Animals: 0
  
7. Portion (width) of street parade will occupy: \_\_\_\_\_
  
8. Additional Information (Upon Request): Request Street Closure 2:30pm

Johnny Holmes  
Signature/Parade Chairman

\_\_\_\_\_  
Signature/Organization Chairperson

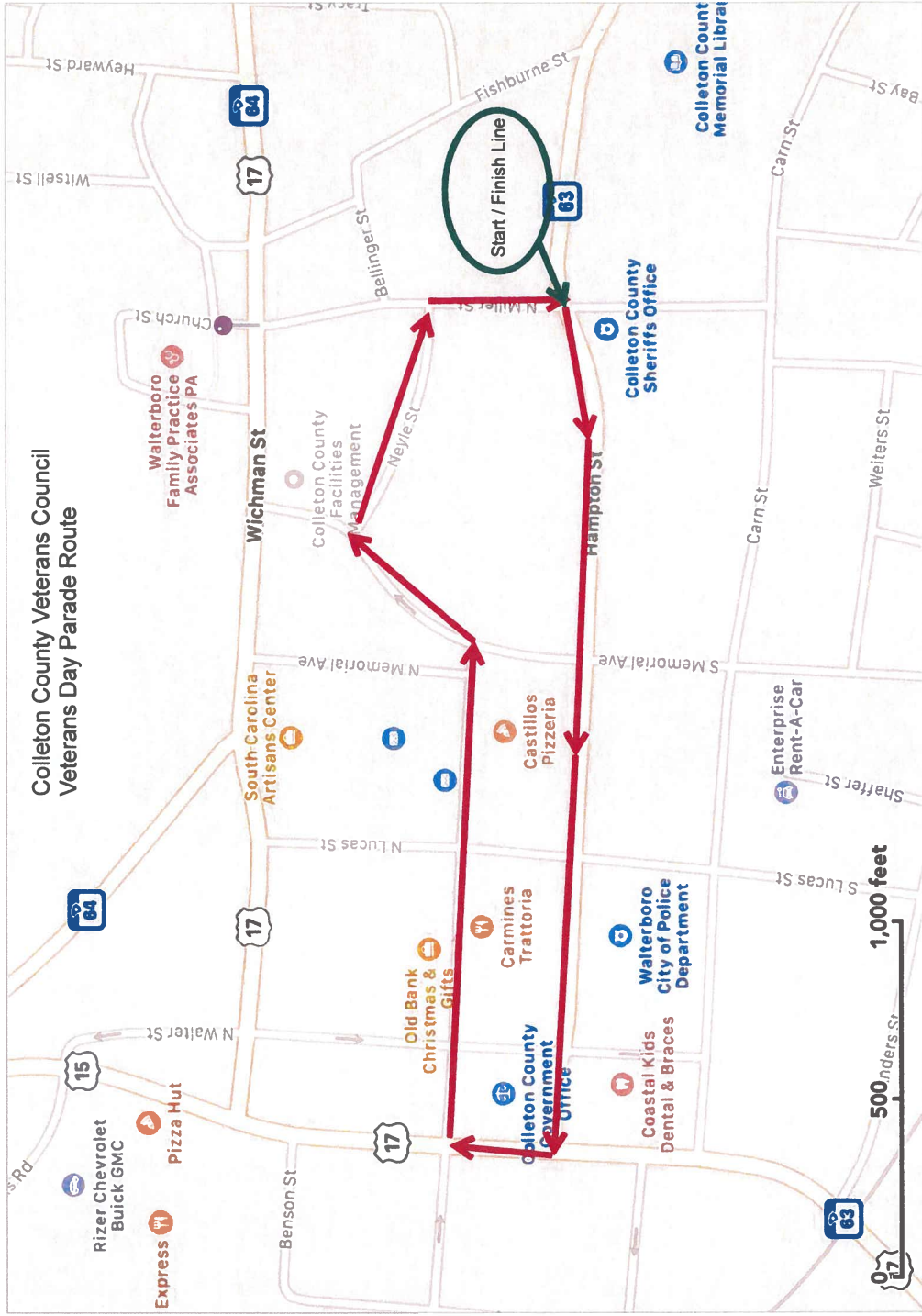
\_\_\_\_ Approval

\_\_\_\_ Disapproval

\_\_\_\_\_  
Police Chief

\_\_\_\_\_  
City Manager

**NOTE:** >>> Call Police Chief (782-1032) to confirm Parade/Procession Route three days prior to parade.



## PUBLIC RIGHT-OF-WAY SIGN PERMIT APPLICATION

City of Walterboro, SC 29488

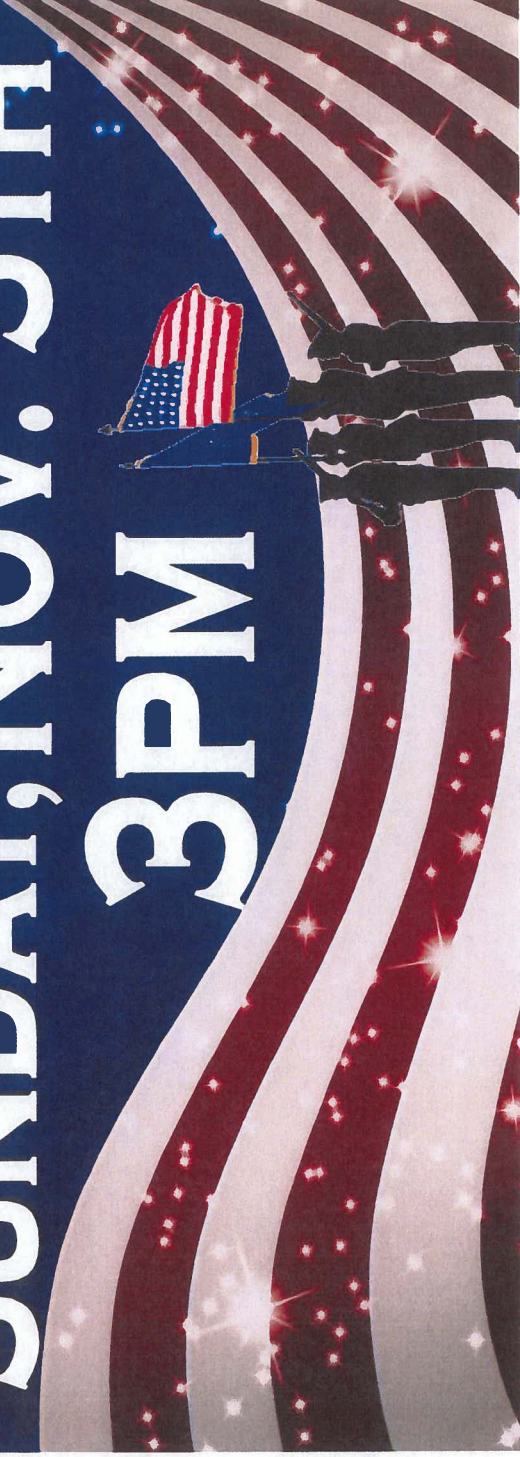
**Applicant to complete all numbered spaces.**

<b>1. Sign Locations:</b>		<b>Location:</b> Sniders Crossroad	
<b>Location:</b> Robertson Blvd.		<b>Location:</b> Jefferies Blvd	
<b>Location:</b> Greenpond Hwy 303		<b>Location:</b> Cottageville	
<b>Location:</b> Hampton Street		<b>Location:</b> Bells Hwy	
<b>2. Name:</b> Johnny Holmes		<b>Mail Address</b> PO Box 256, Walterboro	<b>Phone</b> 843 549-1412
<b>3. Public Event Being Advertized:</b>		<b>Organization:</b>	
		Colleton County Veterans Council	
<b>4. Description of Signs:</b>		<b>(ATTACH DRAWINGS/PHOTOS WITH MEASUREMENTS)</b>	
18 X 24 Sign - See attached			
<p>***Maximum number of days allowed:***                  ***Up to 14 days prior to public event and shall be removed within 5 days after such event.***</p>			
<b>5. Requested dates signs will be displayed:</b> Oct 22nd - Nov.6th			
		<b>Permit Fee:</b>	<b>NO CHARGE</b>
<b>SPECIAL CONDITIONS:</b> ONLY GROUND MOUNTED SIGNS ALLOWED. Person Signing Permit is Responsible for Removal of All Debris.			
<b>Application Accepted By:</b>	<b>Plans Checked by:</b>	<b>Approved by:</b>	
<b>NOTICE</b> TEMPORARY SIGNS WITHIN THE PUBLIC RIGHT-OF-WAY ARE ONLY ALLOWED BY PERMIT FOR THE PURPOSE OF INFORMING THE PUBLIC OF MAJOR EVENTS THAT ARE OPEN TO THE PUBLIC AND ARE DETERMINED TO BE OF COMMUNITY-WIDE INTEREST OR REGIONAL SIGNIFICANCE.			
I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW.			
		<b>Permit #</b>	
<b>Signature of Owner or Authorized Agent</b>		<b>Date</b>	
		<b>NO CHARGE</b>	

**VETERANS DAY PARADE**

**SUNDAY, NOV. 5TH**

**3PM**



## Adrienne Nettles

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**From:** Tarsha Howell <Thowell@adeleknits.com>  
**Sent:** Monday, July 17, 2023 12:11 PM  
**To:** Adrienne Nettles  
**Subject:** Celebration of Life Walk  
**Attachments:** 20230717123809817.pdf

**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!**

Good afternoon, Ms. Nettles

B.I.R.T.H's "Celebration of Life" walk was very successful last year, and I want to thank the City of Walterboro for allowing me to come home and do something special.

B.I.R.T.H would like to come back March 23<sup>rd</sup>, 2024, for its second annual "Celebration of Life" walk. I have attached the request to this email. The walkers loved last years route; therefore, we will travel the same route.

Next year, I would like the streets to be blocked off allowing the walkers to have more room to walk freely. Is a different process I need to go through to make this happen?

B.I.R.T.H is a non-profit organization for Mothers who have loss a child. This organization guides mothers on this tragic journey to live and not just exist through monthly Zoom meetings, grief education, and personal support.

I am a native of Walterboro South Carolina. B.I.R.T.H was started in 2021 after I loss my son. This walk is an opportunity for mothers, fathers, siblings, aunts, uncles, friends, etc. to honor there loved one in a positive way. It also gives them the chance to connect with other families on the journey letting them know they are not alone.

I look forward to hearing from you soon. Once again, thank you for your help. I appreciate you.

Tarsha

Thank you,

Tarsha Howell  
Human Resources Manager  
Office: 336-331-4858  
Fax: 336-499-6010  
[thowell@adeleknits.com](mailto:thowell@adeleknits.com)



**CITY OF WALTERBORO**  
**PARADE/PROCESSION PERMIT REQUEST**

(PLEASE PRINT INFORMATION REQUESTED)

Application Date: 7-17-2023

1. Person submitting application: Tasha Howell  
Address: 431 Park Ridge Lane, Unit T, Winston Salem, Nc  
Telephone: 843-568-0452
  
2. Name of Organization: B.I.R.T.H., Inc  
Chairperson/President: Tasha Howell  
Address: P.O. Box 2111, Winston-Salem, N.C. 27107  
Telephone: 843-879-1199
  
3. Parade Chairman: Tasha Howell  
Address: 431 Park Ridge Ln, Unit T, Winston-Salem N.C  
Telephone: 843-568-0452
  
4. Date/Time of Parade: March 23<sup>rd</sup>, 2024 @ 7am
  
5. Parade Route requested (Attach Sketch) \_\_\_\_\_
  
6. Number of Vehicles/Floats: 0 Number of Animals: 0
  
7. Portion (width) of street parade will occupy: \_\_\_\_\_
  
8. Additional Information (Upon Request): \_\_\_\_\_

Tasha Howell  
Signature/Parade Chairman

Tasha Howell  
Signature/Organization Chairperson

\_\_\_\_ Approval

\_\_\_\_ Disapproval

\_\_\_\_\_  
Police Chief

\_\_\_\_\_  
City Manager

**NOTE: >>> Call Police Chief (782-1032) to confirm Parade/Procession Route three days prior to parade.**

## Walking Route

Starting point: Pinckney Park

- Leaving Pinckney Park make a left
- At the stop sign make a left onto Hampton Street.
- Left onto Howell Street.
- Left onto Padgett Loop.
- Left onto Wichman Street
- Left onto N. Jeffries.
- Left onto Hampton Street.
- Left on N. Miller Street back to Pinckney Park.



HOME OF THE BRICE HERNDON DRAFT HORSE AND CARRIAGE COMPANY  
1193 Bells Highway, Walterboro, South Carolina 29488

July 19, 2023

City of Walterboro  
Mayor and City Council  
Post Office Box 709  
Walterboro, South Carolina 29488

Dear City Officials,

We are preparing for the upcoming 2023 holiday season and one of our proposed activities is a joint venture between our carriage company and the Colleton County Historical and Preservation Society for Halloween. We are requesting to be placed on the City Council agenda for Tuesday, August 1, 2023. We wish to once again operate, "Front Porch Phantoms" which will be horse-drawn carriage rides recounting ghost tales and history stories through the Historic District of Walterboro and the Hickory Valley Neighborhood.

This joint venture will also serve as a fundraiser for the Colleton County Historical and Preservation Society (CCHAPS). The Brice Herndon Draft Horse and Carriage Company will provide the carriages, horses, drivers, and most advertising and CCHAPS will provide the stories and narrators for the event. We will sell tickets in advance as well as at the door.

Our proposed dates and tentative times for this, all depending on ticket sales are as follows:

Friday, October 20, 2023, 7pm, 8pm, 9pm

Saturday, October 21, 2023, 5pm, 6pm, 7pm, 8pm

Friday, October 27, 2023, 7pm, 8pm, 9pm

Saturday, October 28, 2023 5pm, 6pm, 7pm, 8pm, 9pm

\*other dates or additional times to be added if needed because of rain cancellation or oversales,  
Sunday October 22, and Sunday October 29.

These tours will last approximately 45 mins and will begin and conclude at the Little Library in Walterboro. We will utilize two of our large 10 passenger surreys which will be pulled by two draft horses. Our parent company, The Brice W. Herndon and Sons Funeral Homes, maintains liability insurance and proof of which is also attached. Please also know, these horses are traffic safe and will need no consideration for blocking or stopping traffic in any areas. They are highly trained carriage horses and work daily in larger cities, such as Charleston and downtown Savannah, Georgia.

We request permission to operate Front Porch Phantoms through Hickory Valley and the Walterboro Historic District with the use of our carriages on public roads. We also request that the Church Street between Fishburne and North Miller Street be closed during the tours starting 1 hour before the first tour until 1 hour after the return of the last tour. This is the area between the Bedon-Lucas House and the Little Library Park.