

**TOWN OF MONCKS CORNER  
MINUTES OF REGULAR COUNCIL MEETING  
HELD IN TOWN HALL  
TUESDAY, NOVEMBER 17, 2015**

**Present:** Mayor Michael A. Locklear

Mayor Pro-Tem David A. Dennis, Jr.  
**Council** Johna T. Bilton Charlotte A. Cruppenink  
**Members:** Chadwick D. Sweatman Dr. Tonia A. Taylor

**Staff**

**Present:** Roland Windham, Interim Town Administrator  
Marilyn M. Baker, Clerk-Treasurer  
Cam West, Attorney  
Lisa M. Hancock, Accountant  
Jessica Morgan, Accounts Payable/Payroll Clerk  
Chad Caldwell, Police Chief  
Mark Murray, Police Captain  
Michael Roach, Police Lieutenant  
David A. Miller, Fire Chief  
Ralph Jones, Recreation Director  
Butch Svagerko, Public Service Director  
Chance Price, Chief Building Official  
Doug Polen, Planning Director

**Absent:** Laura M. Perdue, Council Member  
John S. West, Town Attorney

**Call to Order:**

Mayor Locklear called the Regular Meeting to order at 6:03 p.m.

**Invocation:**

The invocation was given by Council Member Dr. Tonia Taylor. David Ensor, Executive Pastor of Point North Community Church was unable to attend.

**Pledge of Allegiance:**

Mayor Locklear asked Councilwoman Bilton to lead everyone in the Pledge of Allegiance to the American Flag.

**Recognition of Employee of the Quarter:**

Mayor Locklear presented a plaque to Thomas "Jay" Brittle as "Employee of the Quarter" for the period of July - September, 2015. He thanked Mr. Brittle for his dedicated service to the Town of Moncks Corner.

**Approval of Minutes:**

**Regular Meeting of Tuesday, October 20, 2015:**

Motion to approve the Regular Meeting Minutes of October 20, 2015 was made by Mayor Pro-Tem Dennis. Motion was seconded by Councilwoman Taylor and was unanimously approved.

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## COMMITTEE REPORTS

### Finance Committee:

Mayor Locklear had nothing to add.  
Administrator Roland Windham reported that the Town's annual finance audit will begin soon and should be completed sometime in February, 2016

A copy of the Finance report was included in the Council agenda packets.

### Municipal Court:

Councilwoman Taylor had nothing to add.  
Administrative Judge Robert Watson was not in attendance.

### Police Department:

Mayor Pro-Tem Dennis had nothing to add.  
Chief Chad Caldwell reported that the Crime Watch meetings for the months of November and December have been cancelled. Meetings will resume in January, 2016.

A copy of the Police Department Report was included in the Council agenda packets.

### Fire Department:

Councilwoman Bilton reported that Chief Miller filled the vacant position of Firefighter in his Department.  
Chief David Miller had nothing to add.

A copy of the Fire Department Report was included in the Council agenda packets.

### Recreation Department:

Councilwoman Perdue was absent from the meeting.

Director Ralph Jones reported that Habitat For Humanity of Berkeley County will be holding "The Walk of Thanksgiving" this Saturday, November 21<sup>st</sup> from 9 a.m. - 11 a.m. The walk will begin at President's Circle and will end at the Moncks Corner Regional Recreation Complex. Santa Pictures will be held at the Train Depot on Saturday, December 5<sup>th</sup> from 10 a.m. - 2 p.m. The Christmas parade will be held on Sunday, December 6<sup>th</sup>. The parade will begin at 3:30 p.m. at Berkeley High School and will end at the Recreation Complex.

A copy of the Recreation Department Report was included in the Council agenda packets.

### Public Service Department:

Public Service Director Butch Svagerko reported that there are quite a few leaks in the roof of the Municipal Complex and Fire Station as a result of the flood. He is in the

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preliminary stages of getting estimates for the repairs. The insurance company should provide some coverage for the repairs. During the kick-off meeting with FEMA he learned that they may also cover some of the repairs. Mayor Pro-Tem Dennis had nothing to add.

A copy of the Public Service Department Report was included in the Council agenda packets.

**Planning Department:**

Councilwoman Cruppenink welcomed the Town's new Planning Director Doug Polen. She added that she is looking forward to working with Mr. Polen on the Downtown Revitalization Project.

Planning Director Doug Polen thanked Council and added that he is looking forward to working with the Town.

The Planning Department did not have a report during the month of October due to a change in personnel. A report will be available next month.

**Building Department:**

Councilman Sweatman had nothing to add.

Chief Building Official Chance Price reported that a Certificate of Occupancy was issued at 1204 Ryan's Pointe in Stony Landing Subdivision contingent upon the installation of approximately 65 feet of sidewalk in front of the residence to comply with the Code and ADA requirements. The homeowner is questioning why he has to install a sidewalk when some of the other residents within the subdivision didn't install sidewalks. Director Price explained that the other two homes on each side of him have met the requirements and have installed sidewalks. He would be the only one in his cul-de-sac that is not in compliance. The other homes in question were built 8 to 12 years ago. He cannot answer why they were not required to install the sidewalks at that time. He asked Council for guidance on the proper way to proceed with getting the other homes in compliance. He suggested sending out letters to the other homeowners giving them a specified amount of time to comply. Council Member Bilton suggested that this be referred to the Town Attorney. Attorney Cam West responded that we would need to research what was in effect at the time these homes were built. Mayor Locklear also agreed that we should find out what was in effect at that time before we proceed. Planning Director Doug Polen added that he will work with Director Price on getting some additional information on this issue.

A copy of the Building Department Report was included in the Council agenda packets.

**First Reading by Title Only:** An Ordinance to amend the Code of Ordinance for the Town of Moncks Corner pertaining to revisions of the Business License Tax Rates.

Motion was made by Councilman Sweatman; motion was seconded by Councilwoman Cruppenink and unanimously approved.

**Proclamations:**

• **South Carolina Native American Heritage Month**

Councilwoman Cruppenink read the Proclamation. Representatives of the Tribal Community were present to accept the Proclamation. They expressed their appreciation to Mayor Locklear and Council for recognizing them and proclaiming November, 2015 as Native American Heritage Month in the Town of Moncks Corner.

• **National Hospice Palliative Care Month**

Mayor Locklear reported that he presented the Proclamation to representatives of Hospice during the Annual Moncks Corner Barbeque Festival.

**Public Input:**

There was no input from the public.

**Mayor's Report:**

Mayor Locklear recognized Ms. Paige Austell and her Government Class Students. He thanked them for their interest and attending the meeting.

Mayor Locklear recognized and congratulated newly elected Members of Council, David Dennis, Jr., Chad Sweatman and Jay Law. He stated that he believes the Town has a strong group of Town Council Members and is looking forward to working with them all.

Mayor Locklear reported that he along with some other representatives of the Town met with representatives of the Municipal Association in reference to our application to participate in the SC Main Street Program. The program is directed toward revitalization of the Downtown Area. The Town is one of three finalists. Two cities will be chosen to participate in the program. The Town will be notified the week after Thanksgiving of the results. Mayor Locklear thanked Santee Cooper, Home Telephone and Berkeley Electric Cooperative for their support.

Mayor Locklear invited everyone to come out and visit the Farmer's Market held every Thursday from 3 p.m. - 7 p.m. at the Recreation Complex.

Mayor Locklear announced that he has received approximately 43 applications for the Police Chief's position. He expressed his appreciation to Chief Caldwell and Captain Murray for their 15 years of service with the Town.

The employee Christmas luncheon will be held on Friday, December 18<sup>th</sup> @ the Fire Department.

Councilwoman Cruppenink reminded everyone to take the time to visit the "Celebrate the Season" Festival of Lights at the Santee Canal Park.

**Adjourn:**

Motion was made by Mayor Pro-Tem Dennis to adjourn the Regular Meeting. Motion was seconded by Councilwoman Taylor and was unanimously approved. Meeting was adjourned at 6:30 p.m.

*A copy of this meeting's agenda was e-mailed to the Post and Courier, The Berkeley Independent, Channel 4 and Agenda Depository. As required, the agenda was posted on the bulletin board at Town Hall at least 24 hours prior to the meeting.*

**Minutes Approved and Adopted:**

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Marilyn M. Baker/Clerk-Treasurer

December 15, 2015

DATE