

**TOWN OF MONCKS CORNER
MINUTES OF REGULAR COUNCIL MEETING
HELD IN TOWN HALL
TUESDAY, JUNE 21, 2016**

Present: Mayor Michael A. Locklear

Council Members: Mayor Pro-Tem David A. Dennis, Jr.
Charlotte A. Cruppenink James N. Law, Jr.
Chadwick D. Sweatman Dr. Tonia A. Taylor

Staff Present: Jeffrey V. Lord, Town Administrator
Roland H. Windham, Interim Town Administrator
Marilyn M. Baker, Clerk-Treasurer
John S. West, Attorney
Lisa M. Hancock, Accountant
Ehrichs B. Ollic, Police Chief
Michael Roach, Police Lieutenant
Mark Fields, Police Lieutenant
David A. Miller, Fire Chief
Sara Anderson, Events Coordinator
Butch Svagerko, Public Service Director
Doug Polen, Planning Director
Chance Price, Chief Building Official
Robert E. Watson, Administrative Judge

Absent: Johna T. Bilton, Council Member
Jessica Morgan, Accounts Payable/Payroll Clerk
Ralph Jones, Recreation Director

Call to Order:
Mayor Locklear called the Regular Meeting to order at 6:27 p.m.

Invocation:
The invocation was given by Reverend Frank Moses, Moncks Corner AME Church

Pledge of Allegiance:
Mayor Locklear asked Councilman Sweatman to lead everyone in the Pledge of Allegiance to the American Flag.

Recognition:

- Employee of the Quarter - Parker "Cole" Tracy was recognized as the Employee of the Quarter for the period of January thru March, 2016. He was presented with a plaque. Mayor Locklear, Town Council Members and his Supervisor Public Service Director Butch Svagerko thanked Cole for his service to the Town.

Approval of Minutes:

Regular Meeting of Monday, May 17, 2016:

Motion to approve the Regular Meeting Minutes of May 17, 2016 was made by Mayor Pro-Tem Dennis. Motion was seconded by Councilman Sweatman and was unanimously approved.

COMMITTEE REPORTS

Finance Committee:

Mayor Locklear reported that the Finance Report was discussed during the Finance Meeting. He had nothing to add.

Interim Administrator Roland Windham had nothing to add.

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

Municipal Court:

Councilwoman Taylor reported that she had spoken with Judge Watson earlier today. Things are going well in the Court Department. She had nothing else to add.

Administrative Judge Robert Watson reported that he met with the new Town Administrator Jeff Lord and Interim Administrator Roland Windham earlier today. He was encouraged by his meeting with them and anticipates good things to come for the Municipal Court Department as we move forward into the new budget year. He wanted Council to know that Lisa Hancock, Marilyn Baker, Jessica Morgan and Interim Administrator Roland Windham have been very helpful to him since he became Administrative Judge. He expressed his appreciation for the assistance given to him.

Police Department:

Mayor Pro-Tem Dennis had nothing to add.

Chief Rick Ollic reported that Jycohia Ravenell graduated on Friday from the SC Criminal Justice Academy. She is now a certified officer. Alison Sauer is currently attending the SC Criminal Justice Academy. He added that he is proud to report that Ms. Sauer is currently serving as a squad leader at basic training. He had nothing else to add.

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

Fire Department:

Councilwoman Bilton was absent.

Chief David Miller reported that the Fire Department was awarded a FEMA Grant in the amount of \$155,429. The 5% match is \$7,771. The grant will be used to replace their

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10 year old self-contained breathing apparatus.

Interim Administrator Windham reported that he had come upon a serious fire in Foxbank Plantation recently. Even though the Fire Department had to come all the way from down town, they were the first on the scene and the fire was rolling heavily. They did a tremendous job containing the fire which could have been a whole lot worse. The vinyl siding on the house next to the structure had begun to melt. If they had arrived on the scene any later then there would have been two structures involved. They were very professional and diligent in handling the situation. He was very proud of them. This also shows that a Fire Station is needed in Foxbank. Mayor Locklear added that the Town is waiting on the developer to deed the property over to the Town; we can then move forward to do the proper testing to make sure that the property is suitable to build a fire department. Administrator Windham concurred. Fire Chief Miller added that Goose Creek City, Whitesville Rural and Moncks Corner Rural assisted with the fire.

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

Recreation Department:

Councilman Law reported that there were two parking spaces added at the Farmers Market.

Director Ralph Jones was absent.

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

Public Service Department:

Mayor Pro-Tem Dennis had nothing to add.

Public Service Director Butch Svagerko had nothing to add.

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

Grand Tree Removal: Cooper Ridge Subdivision

Public Service Director Butch Svagerko recommended approval to remove five (5) grand trees and to propose mitigation for the following:

- #2829 - 26" Willow Oak
- #5231 - 26/28" Live Oak
- #5232 - 28" Red Oak
- #5561 - 26" Hickory
- #5568 - 33" Red Oak

Motion was made by Councilman Law to allow removal with mitigation of the five trees removed. Motion was seconded by Councilman Sweatman and unanimously approved.

Newell Street Update:

Public Service Director Svagerko reported that he

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received notification today that the survey crews for the SCDOT have an impending work order on Newell Street. The original survey crew works out of Columbia. They anticipate surveying Newell Street within 2 to 3 weeks to identify the true rights-of-way. Once that is done he will follow up with Mr. George Newell to answer his questions pertaining to that street.

Grady Park Tree:

Councilwoman Cruppenink reported that a very large section of a very large tree located in Grady Park was damaged during a recent storm. It appears that the tree is rotten on the inside. She expressed concerns of the safety of children playing in the park and around the tree. She asked Public Service Director Svagerko if he could examine the tree to see what can be done with the tree.

After some discussion, the consensus of Council was for Director Svagerko to put caution tape around the park until the tree can be removed.

Planning Department:

Councilwoman Cruppenink had nothing to add.

Director Polen reported that members of the Corner Renaissance Board of Directors will make a short presentation to Council.

Ray Herndon, Chairman of the Design Committee reported that the SC Baseline Study recommends that the Design Committee concentrate on improving the appearance of everything that is visual downtown. The Committee believes that the easiest way to begin the beautification process on Main Street is with new flowers, trees and a fresh coat of paint. The Committee requested permission to coordinate efforts with Public Service Director Butch Svagerko and his department along with the Department of Transportation to place flowers and other vegetation on main street, re-paint curbs, fire hydrants and no parking and similar areas to give a fresh look to downtown. They would also like to explore ways to increase the walkability of downtown to include crosswalks at multiple locations on Main Street. Areas they have identified are South Coast Bank to Howards Restaurant, Carolina Avenue to the new Barber Shop, Delta Pharmacy to the Railroad Avenue shopping and dining area and a new railroad pedestrian crossing to more safely and comfortably cross the tracks. They urged Council to consider funding a Downtown Master Plan Charrette Study in the upcoming budget cycle. The project can be expensive but they believe that the study is absolutely vital to the long term renaissance of Main Street Moncks Corner. Mayor Locklear asked if they had any idea as to how much money it would cost for the study. Planning Director Polen responded that the individual studies could cost anywhere from \$15,000 to \$20,000 each. But if we do all three studies at the same time it would cost between \$40,000 to

\$50,000. Mayor Locklear asked if we have reached out to try to solicit some funding for the studies. Director Polen responded yes that they will be working on that.

Markie Williams is a volunteer for the Promotions Committee. She reported that one of the main recommended items per the Baseline Study was to promote the "Shop Local" Campaign. The Shop Local Campaign is a great way to increase traffic on Main Street with all the retailers, restaurants and Farmers Market. They would like to pair this with the Farmer's Market one Thursday per month. They are requesting assistance from the Town to promote this series of events as well as the use of Unity Park. They want to use the park to have local musicians play, along with some art displays and other items during the event to help promote shopping downtown within the defined boundaries that they are working on. They have also been surveying customers at the Farmers Market regarding current events and festivals that is being put on by the Town. A lot of the feedback they received is the lack of communication within the community pertaining to events and other activities. In order to help promote the events, they will need assistance from the Town for advertising. They have a few ideas on how to advertise. They would like to start a Corner Renaissance facebook page. This would give everyone a central place to find out information pertaining to local events, times and places. This would also provide the merchants another avenue to get involved and to cater their business hours, possibly staying open longer, or opening on days that they would normally not be open to maximize their sales. The Committee is requesting more funding to increase their marketing budget to promote advertising through television, radio, mailers, flyers, ads etc. She also encouraged Council to consider funding the Downtown Master Plan Charrette so they can come up with a Downtown Master Plan Design. Through this they can also come up with some type of branding and imaging for the Town. Lastly, she reported that the Baseline Study recommended that the Corner Renaissance Committee pick one annual festival that is currently on going in the Town and to use that festival to join the SC Festival and Events Association. The Committee would like to take over the Halloween Festival for this purpose since it is a festival that is heavily supported by the local merchants. It will give the merchants an opportunity to participate and to promote their businesses. Mayor Locklear suggested that they also get with the Berkeley Chamber of Commerce to help promote the event.

John Joe Salazar, Chairperson for the Economic Vitality Committee. He reported that the Committee would like to staff one of their committee members at the Recreation Complex when events are held, mainly on the weekends. During these events they will try to collect data from out of town visitors. With this information they will try to quantify some of the customer base to potentially market

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their needs such as restaurants, service based retail and hotels. Secondly, they would like to research and propose at a later date, a possible economic development incentive package to recruit new businesses and to retain existing businesses. Thirdly, the Town should conduct a professional retail marketing analysis to set a baseline on what the community can actually support, such as additional retail, restaurants, accommodations and related businesses. He reiterated the costs of the studies and would like Council's support.

Mayor Locklear and members of Council expressed their appreciation to the committee members in putting so much effort into the Downtown Project.

Planning Director Polen added that MASC has a \$25,000 grant that we can apply for. If awarded, it would go a long way toward the project.

The consensus of Council was to allow the Committee to move forward.

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

Building Department:

Councilman Law asked if the integration with Meritage was still going well.

Councilman Sweatman asked how the Department was doing workload wise.

Chief Building Official Chance Price responded that the Meritage system is still working well. He added that he will be requesting a part time individual in the FY 2017 Budget to help with the workload.

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

First Reading By Title Only: An Ordinance of the Mayor and Council of The Town of Moncks Corner, South Carolina, amending Chapter 8 of the Town Of Moncks Corner Code of Ordinances, by adding a Section 8-12, relative to fire damaged structures and unsafe residential structures.

Motion to amend Chapter 8, Section 8-12 of the Town Code as stated above was made by Councilman Law. Motion was seconded by Mayor Pro-Tem Dennis and approved unanimously.

First Reading By Title Only: An ordinance to re-classify improved real property located within the corporate limits of the Town of Moncks Corner Located at 117 East Main Street, TMS#142-07-02-061, from TD, Transitional District, to C-2, General

Commercial, and to amend the official zoning map of the Town Of Moncks Corner to so Reflect.

Motion to reclassify property located at 117 East Main Street from TD, Transitional District to C-2, General Commercial was made by Councilman Law. Motion was seconded by Councilman Sweatman and approved was unanimously.

Second Reading and Public Hearing: Ordinance No. 2016-08

An Ordinance to amend Section 16-26 of the Town of Moncks Corner, South Carolina Code of Ordinances pertaining to the definition of nuisances.

Public Hearing: There were no comments from the public.

Motion was made by Mayor Pro-Tem Dennis. Motion was seconded by Councilwoman Cruppenink to amend Section 16-26 of the Town Code as stated above. Motion to approve was unanimous.

Second Reading and Public Hearing: Ordinance No. 2016-09

An Ordinance to amend Section 4-12 and Section 4-20 of Chapter 4 of the Town Of Moncks Corner Code Of Ordinances restricting the hours of operation of establishments that allows for the consumption of alcoholic beverages commercial on-premises and to provide penalties for violations.

Public Hearing: There were no comments from the public.

Motion was made by Councilman Sweatman. Motion was seconded by Councilman Law as stated above. Motion to approve was unanimous.

Public Input: There were no comments from the public.

Mayor's Report:

Mayor Locklear reported that the construction of the intersection of Highway 6 and Highway 17-A has been awarded and will begin within the next 30 to 90 days.

Mayor Locklear reported that the Playground Committee is still trying to raise funds to place a playground at the new Recreation Complex. He encouraged everyone to donate and support the committee as they diligently work to raise funds.

Mayor Locklear reported that tonight's Council Meeting is Interim Administrator Roland Windham's last day with the Town. He expressed his appreciation to Mr. Windham for his service and wished him well. Mr. Windham expressed his appreciation to Mayor Locklear and Town Council for giving him the opportunity. He commented that the Town was a great place to work and appreciated the wonderful working relationship he had with Town Council and Department Heads.

Mayor Locklear introduced the new Town Administrator, Jeff Lord. He comes to the Town from West Minster, SC. Administrator Lord thanked Mayor Locklear and Town Council for the opportunity.

Mayor Locklear reminded everyone that the Farmers Market is from 3 - 7 p.m. every Thursday.

Mayor Locklear recognized Mr. Bill Taylor from MASC. Mr. Taylor commented that he knew Mr. Windham for many years and was mentored by Mr. Windham's father. He also added that he knows Jeff Lord as well and is confident that he will do a good job for Moncks Corner.

Mayor Locklear also recognized former Mayor Pro-Tem David Kizer and thanked him for attending tonight's meeting.

Executive Session: Executive Session: To discuss matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries, or other businesses in the area served by the Town; or discussions of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property, the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claim, or the position of the Town in other adversary situations involving the assertion against the Town of a claim.

- Contractual Matters

In Executive Session:

Motion to go into executive session was made by Mayor Pro-Tem Dennis. Motion was seconded by Councilman Sweatman and unanimously approved.

Out of Executive Session and Reconvene to the Regular Meeting:

Motion to go out of executive session and to reconvene to the regular meeting was made by Mayor Pro-Tem Dennis. Motion was seconded by Councilman Sweatman and was unanimously approved.

Reconvene to the Regular Meeting:

Motion to go out of executive session and to reconvene to

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the regular meeting was made by Councilwoman Taylor. Motion was seconded by Councilman Cruppenink and was unanimously approved.

Property Acquisition Agreement- 309, 311, 313 East Main Street:

Motion was made by Councilwoman Taylor to enter into an agreement with the Law Family to purchase property located at 309, 311 and 313 East Main Street (TMS#142-07-02-017, 142-07-02-018 and 142-07-02-019).

Councilman Law asked to be recused from voting on this matter due to the fact that the property is owned by members of his extended family.

Motion was seconded by Councilwoman Cruppenink and approved by majority vote. For the record, Councilman Law did not vote on this matter.

Adjourn:

Motion was made by Councilman Law to adjourn the Regular Meeting. Motion was seconded by Councilman Sweatman and was unanimously approved. Meeting was adjourned at 7:17 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:

Marilyn M. Baker/Clerk-Treasurer

July 26, 2016
DATE