PRESENT: Mayor Barbara Jo Blain-Bellamy, Mayor Pro Tem Larry A. White, and Council members Thomas J. Anderson II, William M. Goldfinch IV, Shane Hubbard, Ashley Smith, and Jean M. Timbes

STAFF: Adam Emrick, City Administrator; Vicky Lefler, Deputy City Administrator; Kevin Chestnut, Public Works Director; Mary Catherine Hyman, Planning Director; Robert Cooper, Building Official; James Friday, Public Utilities Director; Addison Jarrell, Parks, Recreation and Tourism Director; Reggie Jenrette; Solid Waste Director; Tammy Carter, Police Captain; Timmy Williams, Grounds and Maintenance Director; Taylor Newell, Public Information Officer; Lynn Smith, Human Resources Director; Le Hendrick, Fire Chief; Allison Williams, Finance Director; Barbara Tesser, City Clerk

OTHERS: Robert Scarborough, Sarah Rich, Kathy Ropp and others

The requirements for posting notice of this meeting under South Carolina’s Freedom of Information Act (FOIA) were met.

CALL TO ORDER: Mayor Blain-Bellamy called the meeting to order. She introduced Josh Finklea of The Rock Church who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

APPROVAL OF AGENDA: Motion: White made a motion, seconded by Timbes, to approve the agenda as presented. Vote: Unanimous. Motion carried.

CONSENT AGENDA:

A. Ordinance #ZA2019-01-07 (A) An Ordinance to annex approximately 0.53 of an acre of property located on Glass Hill Drive (PIN 339-15-02-0015) and to rezone the property to Low Density Residential (R) upon annexation

B. Purchase of water meters for Public Utilities Department (budgeted item)

C. Minutes of City Council meeting – December 17, 2018

Motion: Anderson made a motion, seconded by Hubbard, to approve the consent agenda as presented. Vote: Unanimous. Motion carried. Council Member Smith abstained; all others voted in the affirmative. Motion carried.

ELECTION OF MAYOR PRO TEM: White nominated Council Member William Goldfinch for the office of Mayor Pro Tem for 2019. The nomination was seconded by Anderson. Timbes made a motion, seconded by Smith, to close the nominations. Vote: Unanimous. Motion carried.
The Mayor called for a vote on the nomination of Goldfinch for the office of Mayor Pro Tem for 2019. **Vote:** Unanimous. Motion carried.

**PUBLIC INPUT:** Robert Scarborough requested that the underlying cause of pavement failure, which he said was the improper repair of cuts for utility work, be addressed before Laurel Street is repaved.

Sarah Rich asked Council to consider installing a bike lane on the elevated sidewalk across the Main Street Bridge and along Highway 501 Business to connect Coastal Carolina University with downtown Conway.

**SPECIAL PRESENTATION:** Employee Longevity Award – Danner Thompson, Recreation Department, was not able to be present for his longevity award and will be recognized at a future meeting.

**ITEMS FOR CONSIDERATION:**

A. **Acceptance of construction bid and designation of project contingency funds – 4th Avenue ECT conversion project, Phase 1.** Bids were solicited for construction of the first phase of the 4th Avenue ECT conversion project which extends from the Kingston Lake Bridge to Beaty Street, including Browns Alley. Two bids were received. DDC Engineering, project engineers, recommended that the contract be awarded to Greenwall Construction, the low bidder, in the amount of $2,679,174.17. Chestnut also advised Council that, with no complete record of underground utilities, in this older side of the City, there will likely be construction issues that were not anticipated. Therefore, DDC also recommended a $100,000 contingency fund be made available for the project. **Motion:** Anderson made a motion, seconded by Smith, to accept the bid submitted by Greenwall Construction for Phase 1 construction of the 4th Avenue ECT conversion project with a bid of $2,679,174.17 and that a $100,000 contingency fund be established for the project. **Vote:** Unanimous. Motion carried.

B. **Proposed project lists for street resurfacing and repairs, sidewalk improvements, and medium drainage projects.** Chestnut presented proposed project lists of asphalt repairs, sidewalk repairs, drainage projects, and surveying which includes City and state-owned roads within the city limits of Conway. Chestnut noted that, the City budgeted $400,000 for these projects and, if approved, staff will request matching funds from the Horry County Transportation Committee. **Motion:** Anderson made a motion, seconded by Timbes, to approve the project lists and authorize staff to request matching funds from the Horry County Transportation Committee. **Vote:** Unanimous. Motion carried.

C. **Proposed extension of lease agreement with New Cingular Wireless (AT&T) for space on City water tower.** The current contract with AT&T expires January 19, 2019. The proposed agreement would renew the existing lease under the same terms and conditions, with the exception of rent, up to three 60 month terms. Beginning January 20, 2019, the rent will increase to $52,000 and will increase 3% every year thereafter. **Motion:** White made a motion, seconded by Goldfinch, to approve the renewed lease agreement with New Cingular Wireless PCS, LLC for space on the City’s water tower on Gardner Lacy Road. **Vote:** Unanimous. Motion carried.
CITY ADMINISTRATOR’S REPORT:

- There have been four properties purchased to date under the FEMA buyout program. Two additional closings are scheduled.
- The Main Street Bridge has closed for the bridge maintenance project. Emrick asked for support of downtown merchants during the bridge closure.
- A training session simulating the City’s EOC response to an ice storm will be conducted by staff on January 10th. Council members were invited to attend.
- The PRT team was congratulated on its new initiative, the CORE program. Emrick noted a recent video tournament that was held at the Recreation Center was an example of the program’s ongoing effort to offer events that might not be sports-oriented. More than 130 youth have signed up to be part of the CORE program to date.

COUNCIL INPUT:

Goldfinch expressed interest in Council considering the possibility of allowing the current tenant at the marina store to offer more services.

Timbes requested staff to research the possibility of prohibiting vape shops in the City, especially in the downtown area, and to present the findings at an upcoming meeting. She noted that the high school would like the City’s help on this issue. She also commented on the positive changes to the access channel.

White noted that The Horry Independent had recently printed an article on regulatory efforts that the City of Lumberton, NC, had taken to address future floods.

Hubbard offered condolences to Chief Long on the recent passing of his mother-in-law.

Mayor Blain-Bellamy announced that she had been selected by Governor McMaster to sit on a new state floodwater commission.

The Mayor also announced that discussion on the request to annex and rezone approximately 50 acres of property on East Cox Ferry Road, listed as a Workshop item on the agenda, will be deferred until a later date at the request of the applicant.

WORKSHOP:

A. Discussion on first drafts of the Community Facilities and Priority Investment elements of the City of Conway Comprehensive Plan. Hyman informed Council that the Community Facilities Element considers water supply, treatment, and distribution; sewage system and wastewater treatment; solid waste collection and disposal; fire protection, emergency medical services, and general government facilities; education facilities, libraries, and other cultural facilities. The Priority Investment Element analyzes the likely federal, state and local funds available for public infrastructure and facilities during the next ten years and recommends projects for expenditure of those funds, such as water, sewer, roads and schools. The first drafts of these two elements were shared with Council for review and input.
OUTCOME: Staff was asked to include other medical facilities in the City that meet the definition of urgent care. Council was invited to submit any other recommendations to staff. The Planning Commission will review both elements prior to presentation to Council for consideration.

B. Discussion on status of the year-long pilot program allowing food trucks on private property. Hyman reminded Council that food trucks have been allowed to operate on private property since April 2018 as a pilot program. Only one food truck is operating in this program. The pilot program is currently set to expire in April 2019. OUTCOME: Staff was asked to obtain feedback from the sole vendor in the program and draft an amendment to remove the program from pilot status for Council’s consideration.

C. Discussion on possible extension of the Redevelopment Enhancement Incentive Program. In 2016, Council approved the Redevelopment Enhancement Incentive to lessen the burden of opening or expanding a new business endeavor in the Central Business District, Core Commercial district or commercial property fronting Highway 378 or Highway 701 (Main Street/4th Avenue). The program started with only the offer of reimbursement of capital recovery fees. Council, at that time, established an expiration of the incentive at the end of three years, which will be April 18, 2019. Hyman stated that only one business had applied and been approved for the incentive. There was discussion on how this incentive is publicized by staff and the Chamber of Commerce, if the program actually incentivizes development in the target area, and the need for feedback from developers. OUTCOME: Staff will prepare a proposed amendment extending the term of the Redevelopment Enhancement Incentive Program for three years under the same terms and conditions for Council to consider at a future workshop.

D. Discussion on proposed amendment of Sections 6.4.1 and 8.1.4 of the Unified Development Ordinance relative to off-street parking and loading requirements for the Central Business District Waccamaw River Districts 1 and 2. Staff was asked by Council to explore changes to the Unified Development Ordinance relative to off-street parking and loading requirements for the Central Business District and Waccamaw River Districts 1 and 2. The purpose would be to remove the parking requirements for those zoning districts and allow the City to provide infrastructure and parking in these areas. Hyman noted that these changes would allow developers more flexibility and allow the City to determine the best locations for parking according to the Downtown Master Plan. OUTCOME: Staff will prepare an amendment for Sections 6 and 8 of the UDO removing parking requirements in the Central Business District and Waccamaw River Districts 1 and 2 for Council’s consideration after review by the Planning Commission.

E. Consideration of proposed projects for FY 2019-20 (Year 12) of the HUD/CDBG funding cycle. Hyman advised Council that, as part of the requirements of the Conway agreement with Horry County under the Urban County Entitlement Grant, the City of Conway must submit projects that are to be included in the Annual Action Plan for Year 12. In previous funding cycles, monies were shifted away from the former Whittemore School project due to delays, and staff proposed to restore most of the funding this project in Year 12. Total funding is expected to be approximately $281,000. Staff proposed an allocation of $278,000 for the former Whittemore School project, $1,000 for the Youth Program, $1,000 for the Home Repair Program, and $1,000 for property acquisition for the Grand
Strand Housing & CDC Home Rental Program. Hyman explained that putting additional projects on the list as “placeholders” will give the City flexibility to shift funding among projects in the plan should there be further project delays. The Mayor asked for an update on home repair projects at the appropriate time. Staff was also asked to look at the possibility of the City’s partnering with another agency for home repairs. **OUTCOME:** A public hearing and consideration of projects by Council will be on the February 4, 2019 Council agenda.

**EXECUTIVE SESSION:** **Motion:** Anderson made a motion, seconded by Hubbard, to enter into executive session to consider appointments to boards, commissions, and committees; pending legal claims; and the annual job performance evaluation of the City Administrator. **Vote:** Unanimous. Motion carried. While in executive session, no decisions were made and no votes were taken.

**RECONVENE FROM EXECUTIVE SESSION.** **Motion:** Timbes made a motion, seconded by Hubbard to come out of executive session. **Vote:** Unanimous. Motion carried.

**ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION:**

A. **Appointments to Boards, Commissions and Committees.** **Motion:** White made a motion, seconded by Hubbard to reappoint Council Member Anderson to the Fireman’s Insurance and Inspection Fund Oversight Committee for 2019. **Vote:** Unanimous. Motion carried.

B. **Annual Job Performance Evaluation of City Administrator.** **Motion:** Smith made a motion, seconded by Anderson, to approve the evaluation of the City Administrator and to authorize the Mayor to review the document with the City Administrator. **Vote:** Unanimous. Motion carried.

**ADJOURNMENT:** **Motion:** Hubbard made a motion, seconded by Goldfinch, to adjourn the meeting. **Vote:** Unanimous. Motion carried.

**APPROVAL OF MINUTES:** Minutes approved by City Council this 26th day of January, 2019.

Barbara A. Tessier, City Clerk