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

STAFF: Adam Emrick, City Administrator; Kevin Chestnut, Public Works Director; Jessica Hucks, Zoning Administrator; Robert Cooper, Building Official; James Friday, Public Utilities Director; Le Hendrick, Fire Chief; Addison Jarrell, Parks, Recreation and Tourism Director; Reggie Jenrette; Solid Waste Director; Dale Long, Police Chief; Taylor Newell, Public Information Officer; Lynn Smith, Human Resource Director; Allison Williams, Finance Director; Timmy Williams, Grounds and Maintenance Director; and Barbara Tessier, City Clerk

OTHERS: 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 Pro Tem Larry White called the meeting to order. He introduced Pastor Joan Scheffler of Christ the Servant Lutheran Church who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

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

CONSENT AGENDA:

A. ORDINANCES FOR FINAL READING

1. Ordinance #2018-10-15 (A) Authorizing the City of Conway, South Carolina, to enter into a Lease Purchase Transaction Relating to the Financing of Solid Waste Equipment; Authorizing the Execution and Delivery of an Equipment Lease Purchase Agreement in an amount not to exceed $1,260,000; Delegating Certain Authority to the City Administrator; and Other Matters Relating Thereto

2. Ordinance #ZA2018-10-15 (B) An Ordinance to rezone approximately 0.21 acres of property located at 1703 Singleton Street from Neighborhood Commercial (NC) to Medium-Density Residential (R-2) (Hucks)

3. Ordinance #2018-10-15 (C) Granting a franchise to Richard and Donna Grow, owners of Let’s Ride BBQ Food Truck, to operate at designated locations in downtown Conway
4. Ordinance #ZA2018-10-15 (D) Amending Article 2, Definitions and Article 5, Specific Use Regulations of the City of Conway Unified Development Ordinance relating to accessory structures in residential and non-residential districts

5. Ordinance #ZA2018-10-15 (E) Amending Article 5, Section 5.2.3 Fences & Walls of the Unified Development Ordinance relative to height limitations on corner lots in residential and commercial zoning districts

6. Ordinance #2018-10-15 (F) An Ordinance to close and abandon a 50’ unimproved public right of way located between 1402 and 1404 Church Street, running from US Highway 501 to Pine Street, and amending the official map of the City of Conway

B. Acceptance of bid for purchase of flatbed dump truck for Public Works Department

C. Acceptance of bid for engineering services for the design of the Dargan Circle sewer lift station

D. Requests for special event permits

1. Conway Christmas Parade – December 8, 2018
2. Conway High School Homecoming Parade – October 19, 2018
3. CCU Homecoming Cookout – November 1, 2018

E. Minutes of City Council meeting – October 1, 2018

**Motion**: Anderson made a motion, seconded by Timbes, to approve the consent agenda as presented. **Vote**: Unanimous. Motion carried.

**PUBLIC INPUT:**

There was no public input.

**Motion**: Timbes made a motion, seconded by Goldfinch to close public input. **Vote**: Unanimous. Motion carried.

**SPECIAL PRESENTATIONS:**

A. Requests for special event permits

1. **Back Road Vintage Vendor Market, October 20, 2018** – Amanda Johnson, applicant. The event will take place from 8 a.m. to 5 p.m. on Saturday, October 20, 2018, and will be held at the Peanut Warehouse and the former Farmers Market location on Laurel Street. The closure of Laurel Street from Scarborough Alley to Second Avenue has been requested for the event. Staff recommended approval. **Motion**: Goldfinch made a motion, seconded by Timbes, to approve the special event request as presented. **Vote**: Unanimous. Motion carried.
2. **Oct to be Here, October 20, 2018** – Ashley Livingston, applicant. The event will take place from 11 a.m. to 6 p.m. on Saturday, October 20, 2018. The closure of Racepath Avenue in front of Bethel AME Church has been requested for this event. Staff recommended approval. **Motion:** Goldfinch made a motion, seconded by Anderson, to approve the special event request as presented. **Vote:** Unanimous. Motion carried.

3. **Community Chalkboard, November 19-26, 2018** – Hillary Howard, Conway Downtown Alive, applicant. A special event permit application has been submitted for a Community Chalkboard to be displayed from November 20-27, 2018, on the grassed area along the Third Avenue side of City Hall. The purpose of the chalkboard is to create awareness and give the public an opportunity to write down their responses to “What are you thankful for?” The chalkboard will be monitored twice daily by CDA volunteers for appropriateness of comments. Staff recommended approval. **Motion:** Timbes made a motion, seconded by Anderson, to approve the special event request as presented. **Vote:** Unanimous. Motion carried.

**ORDINANCES FOR FIRST READING:**

A. **Ordinance #2018-11-05 (A) Amending the City’s Business License Ordinance to incorporate recent changes in the MASC model ordinance.** The City adopted the model business license ordinance prepared by the Municipal Association of South Carolina (MASC) in May 2014. Since then, the Municipal Association has made minor changes in its model ordinance including a change in language to clearly define gross income of a business. Williams emphasized that no changes are being made in the rate schedule. Staff recommended first reading approval. **Motion:** Anderson made a motion, seconded by Timbes to approve first reading of Ordinance #2018-11-05 (A). **Vote:** Unanimous. Motion carried.

B. **Ordinance #2018-11-05 (B) Relating to the recovery of collection costs as part of delinquent debts collected by MASC pursuant to the Setoff Debt Collection Act and adoption of resolution reaffirming the authorization of MASC to act as claimant agency on behalf of the City.** The City signed an agreement to participate in MASC’s setoff debt program in 1994. Williams commented that this has been a very successful program which gives the City the opportunity to collect delinquent debts related to utility bills. The Municipal Association recently conducted a thorough review of the Setoff Debt ordinance, agreement and resolution and made some contextual changes needed for participants to stay compliant with the Setoff Debt Collection Act and to allow the Municipal Association to act on cities’ behalf to submit debts to the South Carolina Department of Revenue. Ordinance #2018-11-05 (B) makes the necessary contextual changes in the City’s Setoff Debt ordinance, and the proposed updated resolution reaffirms Council’s authorization of MASC to act as claimant agency for the City. Staff recommended first reading approval and adoption of the resolution. **Motion:** Anderson made a motion, seconded by Goldfinch, to approve first reading of Ordinance #2018-11-05 (B) and the adoption of said resolution. **Vote:** Unanimous. Motion carried.

C. **Ordinance #ZA2018-11-05 (C) An Ordinance to annex approximately 0.50 of an acre of property located on Sellers Road (TMS 123-12-01-018 | PIN: 33906030005) and to rezone the property to Low Density Residential (R-1) upon annexation.** Hucks informed Council that the annexation request was being made to allow a single-family home that will be
constructed on the property to tie into City water and sewer services. Staff recommended first reading approval. **Motion:** Anderson made a motion, seconded by Timbes, to approve the first reading of Ordinance #ZA2018-11-05 (C). **Vote:** Unanimous. Motion carried.

D. **Ordinance #ZA2018-11-05 (D) An Ordinance to annex approximately 0.74 of an acre of property located at 3960 Long Ave Extension (TMS 111-00-02-042 | PIN 29413020010) and to rezone the property to Low Density Residential (R-1) upon annexation.** Hucks stated that the annexation request was made in order for the existing single-family home on the subject property to tie into City water and sewer service. Staff recommended first reading approval. Motion: Anderson made a motion, seconded by Timbes, to approve first reading of Ordinance #ZA2018-11-05 (D). **Vote:** Unanimous. Motion carried.

E. **Ordinance #ZA2018-11-05 (E) An Ordinance to annex approximately 2.67 acres of property located on South Oaks Drive (PIN 36912020065) and to rezone the property to Low Density Residential (R-1) upon annexation.** Hucks informed Council that the subject property would be subdivided into five separate lots and developed. The annexation request was made in order for future homes on the property to be able to tie into City water and sewer service. In response to an inquiry from Timbes, Hucks advised Council that the subdivided lots must be least 7,500 sq. ft., the minimum size for R-1 zoning. Staff recommended first reading approval. **Motion:** Anderson made a motion, seconded by Goldfinch, to approve first reading of Ordinance #ZA2018-11-05 (E). **Vote:** Unanimous. Motion carried.

**ITEMS FOR CONSIDERATION:**

A. **Approval of contract renewal with Agape Physicians Care to provide employee medical services.** Smith informed Council that the City entered into its original twelve-month contract with Agape Physicians Care in September 2015 and had renewed the contract in 2016 and 2017. Agape has offered to renew its current contract with the City for an additional twelve-month term at the current price, which is $20,615 for a base plan of 651 allocated visits. If all 651 allocated base plan visits are used, full-time employees will be allowed two additional visits for a potential maximum additional cost of $15,190 to the City. Agape has also agreed to allow the City to pay on a monthly basis from October through December 2018, and the term of the new contract will be January 1, 2019, through December 31, 2019. Staff recommended approval of the contract renewal. **Motion:** Goldfinch made a motion, seconded by Timbes, to approve the contract renewal with Agape Physicians Care as outlined by Smith. **Vote:** Unanimous. Motion carried.

B. **Proposed contract with FEMA flood mitigation consultant.** In 2016 Council signed a contract with Jeffrey S. Ward & Associates, Inc., to assist the City in exploring options for a flood mitigation buy-out program after Hurricane Matthew. Hurricane Florence has affected more homes than were affected by Matthew. Emrick advised Council that there is increased interest in the buyout program by property owners who were affected by Hurricane Matthew and have now been impacted by Hurricane Florence. There were 59 people included in three FEMA grant applications following Hurricane Matthew and Emrick noted that there are now an additional 30 property owners who have indicated they are interested in participation in the buyout program. The current contract with Jeffrey S. Ward & Associates does not cover any additional property owners. While there is a new grant program that could be considered for Hurricane Florence damages, there is a possibility that the additional property owners could
piggy-back on the existing contract. Emrick said there were two options Council could approve: (1) revise the current contract to increase the number of alternative property owners or (2) approve a new contract. In response to Timbes, Emrick explained that piggy-backing on the existing contract would result in quicker resolution and that whichever option was less expensive would be the most advantageous. **Motion:** Anderson made a motion, seconded by Timbes, to authorize the City Administrator to enter into an agreement, which he deemed to be the most advantageous option for the City, with Jeffrey S. Ward & Associates, Inc., for flood mitigation consulting services. **Vote:** Unanimous. Motion carried.

**CITY ADMINISTRATOR’S REPORT:**

- The Riverwalk and Riverfront Park have been seriously damaged due to the flooding. Getting the Riverwalk reopened will be a priority. Options for decked boards are being reevaluated and new bids will be sought.
- The water has not receded sufficiently in order for the sea walls that support the park and marina to be evaluated.
- Pecan Grove, Sherwood and the Country Club side of Crabtree Swamp were the hardest hit neighborhoods. The total number of damaged houses should be available by the next Council meeting.
- The Firemen’s Clubhouse and Tennis Center building will likely be declared total losses and will need to be demolished. Although damaged, the Marina Store appears to be salvageable. All of the docks are intact with almost no damage due to the efforts of the PRT and Building Department employees.
- Council members who wish to ride on the City’s antique firetruck in the Conway High School Homecoming Parade need to be at City Hall by 3:30 p.m. on Friday.
- Reported on a meeting held with Senator Lindsey Graham, Representative Tom Rice, and a deputy undersecretary of HUD on Friday. A number of flood prevention and response items were discussed, including replacing Highway 501 Bypass with an elevated bridge, the diversion canal in northern Horry County, and easing the process for FEMA buyouts.
- Changes to the Celebration of Lights event will have to be made this year due to the flooding. Discussions are ongoing on options for spreading the festivities throughout the City this year. There would be no charge for the festival this year.
- The City of Conway was selected by MASC for the State Risk Management Award for 2018.
- The moratorium concerning lot sizes has been deferred due to potential legal issues.

At the suggestion of Mayor Pro Tem White, those present joined in a round of applause for the City Administrator, Fire and Police Chiefs and all City employees who worked to take care of the City during the flooding.

**COUNCIL INPUT:**

**Goldfinch** asked that the traffic lights on Main Street be resynchronized. He also commented that continued discussions need to be held on zoning requirements and the look that is desired for future residential developments in the City.

**Anderson:**

- Suggested that owners of empty storefronts downtown might allow Christmas light displays in their windows and that the lights could be set on timers.
• Asked the Grounds and Maintenance and Solid Waste Directors to thank their employees for working so diligently to clean up the City after Hurricane Florence. He recognized Ken Senn who prepared lunch for City workers at his own expense as his donation to the clean-up process.

Timbes:
• Asked that those who were still homeless not be forgotten.
• Asked that large trucks be prohibited from using Main Street Bridge since Highway 501 Bypass has reopened to normal traffic.
• Commented that she has never had a complaint about trash pick-up during her 17 years on Council.
• Commented that FEMA is doing a great job, but she believes there are gaps that might need to be filled.

White:
• Reported on his attendance at the meeting with legislators mentioned by the City Administrator in his report.
• Announced that HUD representatives have said South Carolina will be its poster child for flood response and recovery.

Goldfinch asked if there was any discussion about infrastructure at the meeting with legislators. Emrick commented that there was much discussion on Highway 501 Bypass acting as a dam and using an elevated bridge instead was discussed. Emrick also advised that the Army Corp of Engineers will be consulted on new/different areas that flooded in this event.

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

Minutes approved by City Council this 5th day of November, 2018.

Barbara A. Tessier, City Clerk