CITY COUNCIL MEETING  
CITY HALL COUNCIL CHAMBERS  
229 MAIN STREET  
CONWAY, SOUTH CAROLINA  
MONDAY, DECEMBER 4, 2017 – 5:30 PM

PRESENT: Mayor Barbara Blain-Bellamy, Mayor Pro Tem Randle L. Alford, and Council Members Thomas Anderson II, William M. Goldfinch IV, Jean M. Timbes, and Larry A. White ABSENT: Council Member Ashley Smith (sickness)

STAFF: Adam Emrick, Interim City Administrator; Vicky Lefler, Deputy City Administrator; Kevin Chestnut, Public Works Director; James Friday, Public Utilities Director; Reggie Gosnell, Police Chief; Le Hendrick, Fire Chief; Mary Catherine Hyman, Planning Director; Reggie Jenerette, Solid Waste Director; Lynn Smith, Human Resources Director; Allison Williams, Finance Director; Timmy Williams, Grounds and Maintenance Director; and Debbie F. Smith, City Clerk

OTHERS: Barb Eisenhardt, Clayton Mauldin, Carolyn Williams, Angel Williams, Levonica Williams, Levon Williams, Darrell Hill, Lori Hill, Meredith Canady, Charlton A. Butler, Matt Varnadore, Devin Parks, Tommy Moore, Kaci Sansbury, 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.

INVOCATION/PLEDGE OF ALLEGIANCE: Mayor Blain-Bellamy called for a moment of silence in remembrance of former Council Member Irby Koon who passed away on December 1st. She then recognized Rev. Scott Johnson of First Baptist Church who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

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

APPROVAL OF CONSENT AGENDA:

A. Final reading of Ordinance #2017-10-16 (D) Amending Section 9.1.21 (c) (10) of the City of Conway Code of Ordinances (Noise Ordinance) to revise regulations pertaining to construction noise and allowable times

B. Final reading of Ordinance #ZA2017-12-04 (A) An Ordinance to rezone approximately 0.21 acres of property located at 1002 Ninth Avenue (TMS # 123-14-06-004 | PIN 33813010036) from Low Density Residential (R-1) to Professional (P)

C. Final reading of Ordinance #ZA2017-12-04 (C) - An Ordinance to annex approximately 9.16 acres of property identified as Atlantic Center Parcel 38 (TMS 151-00-04-174 | PIN 38305040021) and to rezone the property from Horry County Highway Commercial/Planned Unit Development (HC/PUD) to City of Conway Light Industrial (LI) upon annexation

D. Approval of plan to relocate Muscovy ducks and ducklings from the Tiger Grand Subdivision
E. City Council meeting minutes – November 6, 2017

**Motion:** Goldfinch made a motion, seconded by Alford, to approve the consent agenda as presented.

**Vote:** Unanimous. Motion carried.

**PUBLIC INPUT:** Laura Lynn Raynor asked Council to waive the yard sale permit fee for persons 60 years and older. She also suggested that suitable materials from discarded furniture be salvaged and given to the animal shelter to protect animals from cold weather.

**SPECIAL PRESENTATIONS:**

A. **Recognition of Bailey Caroline Cribb, winner of the 2017 Christmas Card contest.** Bailey Cribb was recognized as the artist of the 2017 Christmas card for the City of Conway. Bailey is the 9-year-old daughter of Brad and Beth Cribb and is in the 4th grade at Conway Elementary School. On behalf of Council, Mayor Blain-Bellamy presented Bailey gift certificates and a framed edition of her Christmas card.

B. **Presentation of the 2016 C. P. Quattlebaum Award Winners.** Congratulations and commendations were extended by Council to recipients of the awards for 2016 as listed below. Winners were introduced by the City Planner and awards were presented by Mayor Blain-Bellamy on behalf of Council.

- **Outstanding Restoration of a Non-residential building:** The Rock Church – 1408 Mill Pond Road
- **Outstanding Restoration of a Home:** Sandye Hicks – 802 Elm Street
- **Outstanding New Construction of a Residential Building:** Darrell & Lori Hill – 2585 Long Ave Extension
- **Outstanding Design Effort:** The Spa on Main – 206 Main Street
- **Outstanding Signage Project:** Bonfire – 951 Second Avenue – *(Unable to attend)*

C. **Presentation of the 2016-17 Recreation Needs Assessment and Planning Report for the City of Conway.** Dr. Donald L. Rockey, Department of Recreation and Sports Management, Coastal Carolina University, presented Council with the Recreation Needs Assessment and Planning Report which was conducted by Dr. Rockey, Dr. Colleen McGlone, Dr. Thomas Cocke, and David Cummings, a CCU graduate student in the Department of Recreation and Sports Management.

D. **Consideration of Santee Cooper’s future plans for Lake Busbee.** Ray Pinson of Santee Cooper presented a power point presentation of the timeline of Santee Cooper’s plans for Lake Busbee should the City choose not to take ownership of the lake. He stated plans call for the lake to be drained and 300-400 trees per acre will be planted on site. Pinson stressed that, during the transition period, the lake will be unattractive; however, according to Pinson, the lake will take on the appearance of a forest in about 10 years and in about 20 years, the trees should be 40 feet tall. **Motion:** Goldfinch made a motion, seconded by Timbes, to decline ownership of Lake Busbee and to assist Santee Cooper wherever possible in the wetland transition of the property. **Vote:** Unanimous. Motion carried.

E. **Employee of the Month Award for December** was presented to James Givens, Public Works Department. The presentation was made by the Public Works Director.

F. **Employee Longevity Bonus Awards** were presented to Mike Proser, Police Department, 5 years, Selena Small, Police Department, 10 years, and Levon Williams, Fire Department (volunteer), 25 years. The presentations were made by the Interim City Administrator accompanied by Council Member Alford.
G. Recognition of Lieutenant Reggie Hill. Lieutenant Reggie Hill of the Police Department was recognized for having recently graduated from the Southern Police Institute Administrative Officers Course. The presentation was made by Chief Gosnell.

RESOLUTION: Resolution of commitment to accept the former Whittemore school building property from Horry County Board of Education. City Council committed funding from the FY 2016-17 Community Development Block Grant, as well as all CDBG funds for FY 2017-18, to the construction of a new community center in the Whittemore Park area. The City has been in discussions with Horry County Schools in reference to acquiring the former Whittemore school building, which is located behind the current Whittemore Park Middle School. Emrick noted that should the City gain ownership of the Whittemore school building, some demolition and restoration will be necessary prior to it becoming a community center. The City has been asked to give a public commitment of acceptance should the School District decide to give the property to the City. Emrick noted that if the School District decides instead to sell the property to the City, further consideration of City Council will be required. Motion: White made a motion, seconded by Anderson, to adopt the resolution accepting the Whittemore school property conditioned upon it being given to the City by the Horry County School District. Vote: Unanimous. Motion carried. Mayor Blain-Bellamy recognized Horry County School Board members Ms. Janet Graham and Mr. John Poston who were in attendance.

PUBLIC HEARING AN ORDINANCE FOR FINAL READING: Public hearing and final reading of Ordinance #ZA2017-12-04 (B) - An Ordinance to rezone approximately 1.9 acres located on Mill Pond Road (portion of TMS #122-16-01-011 | PIN 33810010010) from Low Density Residential (R-1) to Highway Commercial (HC). First reading was approved during the October 5, 2017, meeting. Hyman noted that the property has been sold since first reading and it was recently combined with the existing Rock Church property; therefore, a second public hearing is being held on this request. The City of Conway Comprehensive Plan identifies this parcel as Low Density Residential on its Future Land Use Map. Staff recommended final reading approval. Public Hearing: There was no input from the public. Motion: Goldfinch made a motion, seconded by Anderson, to close public hearing. Vote: Unanimous. Motion: Anderson made a motion, seconded Goldfinch, to approve final reading of Ordinance #ZA2017-12-04 (B). Vote: Unanimous. Motion carried.

ORDINANCE FOR FINAL READING: Ordinance #2017-12-04 (D) Amending the Code of Ordinances for the City of Conway by adding Chapter 4, Golf Cart Operations, to Title 8, Motor Vehicles and Traffic. During the October 16, 2017 meeting, Council passed first reading of the proposed ordinance. As Council requested, staff provided additional information on golf carts versus low speed vehicles during the workshop portion of the November 20th Council meeting. Motion: White made a motion, seconded by Alford, to approve final reading of Ordinance #2017-12-04 (D). Vote: Council Members White and Alford voted in the affirmative; all others voted in the negative. Motion failed. Motion: Anderson made a motion, seconded by Goldfinch, to table this item until the conclusion of pending legislation. Vote: Unanimous. Motion carried.

PUBLIC HEARINGS AND ORDINANCES FOR FIRST READING:

A. Public hearing and first reading of Ordinance #ZA2018-01-02 (A) An Ordinance to annex three parcels of property totaling approximately 113 acres located on Highway 501 and Four Mile Road (TMS #109-00-04-021 | PIN 32600000032; TMS #122-00-03-005 | PIN 32600000033; TMS #122-00-03-045 | PIN 32600000034) and to rezone the property from Horry County Commercial Forest Agriculture (CFA) to City of Conway Medium Density Residential (R-2) upon annexation. Hyman advised Council that this request is being made to accommodate the development of a single-family home subdivision. The City of Conway Comprehensive Plan identifies TMS #109-00-04-021/PIN 32600000032 as Rural Residential, TMS #122-00-03-005/PIN 32600000033 as Forest
A. Proposed guidelines for waiver or reduction in rent for events held by non-profit organizations at Fifth & Main. The Pilot Club of Conway, a non-profit entity, recently requested a reduced rental rate of the Fifth & Main facility in order to host their annual meeting of the Pilot Club. This issue was further discussed during the workshop portion of the November 6, 2017 meeting, and staff was requested to prepare a recommendation for rental rates for non-profits. Staff proposed the following for certified non-profit 501(c) entities:

1. The rental rate is $300 for a full day rental with no costs for additional hours of rental.
2. The reduction in rent is valid for only one rental per year and the event cannot be for a political purpose.
3. There may be no sales and consumption of alcohol on the premises during the rental.
4. All other conditions set forth in the underlying agreement with Conway Downtown Alive are to remain in full effect.

Motion: Alford made a motion, seconded by Timbes, to accept staff’s recommendations. Vote: Unanimous. Motion carried.

B. Proposed plans for the installation of string lights in Norman’s Alley. The recently completed Downtown and Riverfront Development Master Plan identifies the installation of overhead string
lights in multiple alleys in Conway. Emrick noted that the plan for the first alley, which is Norman’s Alley, includes a custom bracket to allow the lights to string from the second floor of the Trestle building to the top of the Burroughs Company store building. Staff has obtained permission from the owners of these two properties to attach the custom bracket to the building. This project will not exceed $10,000. Emrick reported that the City’s application for a MASC Hometown Economic Grant for this project was unsuccessful; however, funds for this project can be taken from the $300,000 that was budgeted for infrastructure improvements to support riverfront and downtown development. Staff recommended approval of the installation of string lights in Norman’s Alley as presented. **Motion:** Anderson made a motion, seconded by Timbes, to approve staff’s recommendation. **Vote:** Unanimous. Motion carried.

C. **Proposed 2018 schedule for City Council meetings.** Emrick reviewed the proposed schedule of regular City Council meetings for 2018. Council was in agreement that the schedule should reflect two meetings per month. **Motion:** Goldfinch made a motion, seconded by White, to approve the proposed schedule and staff was asked to adjust the calendar to reflect the five additional meetings for consideration at the next Council meeting. **Vote:** Unanimous. Motion carried.

D. **Request for extension of lease for marina store operations.** In June 2017, City Council approved a one-year lease agreement between the City and Matt Varnadore, DBA Waccamaw Outfitters, for the operation of the City of Conway’s marina store. Varnadore plans to relocate his business, Waccamaw Outfitters, to the marina store location and has asked for a five-year extension of the lease. Council discussed this request during the workshop portion of the September 18th meeting. **Motion:** Anderson made a motion, seconded by Goldfinch, to approve a four-year lease extension of the marina store between the City and Matt Varnadore. **Vote:** Unanimous. Motion carried.

E. **Request for waiver of sidewalk requirements for the new PALM Charter High School (Palmetto Academy for Learning Motorsports) located on West Cox Ferry Road.** Hyman reported that representatives from the new PALM Charter High School (Palmetto Academy for Learning Motorsports) have requested to pay a fee in lieu of meeting sidewalk construction requirements. The fee in lieu for consideration for PALM Charter High School is $23,910.50 based on a preliminary engineering cost estimate provided by The Rains Group. Section 7.1.2 Complete Streets of the Unified Development Ordinance requires sidewalks to be constructed along the frontage of all properties abutting arterial or local non-residential streets but provides for a waiver if there is no foreseeable connectivity. The City’s Technical Review Committee has reviewed the waiver request and has recommended approval. Staff recommended approval of the request. **Motion:** Goldfinch made a motion, seconded by Anderson, to authorize the acceptance of a fee in lieu of a waiver of sidewalk requirements at the new PALM Charter High School. **Vote:** Unanimous. Motion carried.

F. **Proposed priority list for street resurfacing using Ride III funds.** The City of Conway will receive $1,011,168.13 to resurface 6.7 miles of roads from the Ride III referendum. Chestnut presented a proposed priority list of projects involving resurfacing, asphalt repairs, sidewalk repairs, drainage, and surveying projects which include City and state-owned roads within the city limits of Conway. Chestnut noted that staff will complete the work and submit an invoice to Horry County for reimbursement. **Motion:** Timbes made a motion, seconded by Anderson, to approve the project list and to authorize staff to request matching funds from the Horry County Transportation committee. **Vote:** unanimous. Motion carried.

**ITEM FOR INFORMATION:** Update on 4th Avenue underground wiring project: Chestnut reported that Phase I of this project is behind schedule due to inaccuracies identified in the original property survey. Staff provided Council with a map of the properties for which easements have yet to be obtained for this project. Additional surveys are being conducted to correct the property lines and the design changes are being incorporated in the plans by Venture Engineering.
CITY ADMINISTRATOR’S REPORT:

- Judge Hendrick will be in attendance at the next Council meeting to give an update on the recent judicial order from the South Carolina Supreme Court regarding bench warrants and indigent defense.
- The agreement with The Burroughs Company is scheduled to be finalized this week. Upon completion, the construction of the apartment complex on the property next to Ocean Fish Market will move forward and a few minor maintenance issues will need to be resolved such as pruning the palmetto trees on Normans Alley and parking lot, maintenance to the failing brick wall, and the parking lot behind the Peanut Warehouse.
- Vann Watts will be requesting approval of a slight revision to the above referenced apartment complex plans from the Community Appearance Board.
- Interviews for the Public Information Officer will begin next week.
- The deadline for accepting FEMA applications was October 7th and the review process will take approximately 6-12 months. Letters will be sent to update the applicants.
- To date, the Celebration of Lights has attracted 1,371 automobiles.
- Legislative Action Day and the Municipal Elected Official Institute of Government is scheduled for February 6th and 7th.
- The first meeting of the Police Explore Program is scheduled for December 16, 2017.
- The Chamber of Commerce’s Christmas parade is scheduled for Saturday, December 9, 2017, beginning at 10 a.m.
- The Safe Routes to School Sidewalk Project bids exceeded the budget and the bid process will be repeated for this project.
- The City has received $726,506 in grant funds this year.
- To date, 35 applications have been received for the Parks, Recreation, and Tourism Director position.

COUNCIL INPUT:

The Mayor and each Council Member thanked Council Member Alford for his service to the City and thanked his family for their sacrifice.

Goldfinch shared positive comments about the Buddy Card Program the Police Department offers for youths.

Anderson:

- Noted the passing of former Council Member Irby Koon.
- Requested that media representatives refrain from reporting criminal activities occurred in the City of Conway when they actually occurred outside the city limits.
- Thanked staff for their efforts in the preparation of the Celebration of Lights.

Timbes:

- Commented that Irby Koon’s influence throughout the City will be missed.
- Commented that Celebration of Lights show is wonderful again this year as well as the Christmas decorations throughout the City and thanked staff for their efforts.

White:

- Reported on the positive comments that he has received regarding the Celebration of Lights.
- Shared his opinion that the Horry County School District should offer the Conway High School coaching position to Carlton Terry.

Alford expressed gratitude for having had the opportunity to serve the residents of Conway and he thanked City staff.
Blain-Bellamy:
- Congratulated staff for staging the successful Christmas Tree Lighting event.
- Thanked the Police Department and the Fire Department for participating in “A Christmas to Remember.”

WORKSHOP:

A. Discussion on Police Department recruitment and retention recommendations. Chief Gosnell gave an update on staffing in the Police Department. He proposed the following for Council's consideration:
- Reduce the current time in grade for Senior Police officers and Senior Master Police Officers; $2,500 salary adjustment for all Class I officers; and a $1,500 signing bonus for all new certified officers joining the department.

The cost to implement these recommendations were also shared. **OUTCOME:** Council plans to take a more comprehensive look into the proposed recommendations during the upcoming Budget Retreat.

B. Discussion on request to annex four parcels of property totaling approximately 9.3 acres located on Highway 544 and Edwards Lane (TMS #150-00-06-154 | PIN 38205010009; TMS #150-00-06-084 | PIN 38205010008; TMS #150-00-06-100 | PIN 38205010007; TMS # 150-00-06-114 | PIN 38205010006) and to rezone the property from Horry County Single-Family Residential (SF20) to City of Conway Institutional (IN). Hyman advised Council that this request was made to develop a 161 unit multi-family student housing. The City’s Comprehensive Plan identifies TMS #150-00-06-154/PIN 38205010009 as Highway Commercial and the remaining parcels as Low Density Residential in the Future Land Use Map. The Planning Commission gave unanimous approval at its November 2, 2017, meeting. **OUTCOME:** Council agreed to consider this request at a future Council meeting.

EXECUTIVE SESSION: **Motion:** Goldfinch made a motion, seconded by White, to enter into executive session to discuss disciplinary action regarding a Fire Department employee and to discuss employment of the City Administrator. **Vote:** Unanimous. Motion carried.

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

POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION: Discussion on employment of the City Administrator. **Motion:** Goldfinch made a motion, seconded by White, to offer an employment contract to Interim City Administrator, Adam Emrick, for a period of 3 years under the terms discussed by Council during executive session. By this motion, the Mayor was authorized to review and execute the employment contract with Emrick. **Vote:** Unanimous. Motion carried.

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

APPROVAL OF MINUTES: Minutes approved by City Council this 2nd day of January, 2018.

Debbie F. Smith, City Clerk