CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET
CONWAY, SOUTH CAROLINA
MONDAY, JUNE 18, 2018 – 5:30 PM

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

STAFF:  Adam Emrick, City Administrator; Vicky Lefler, Deputy City Administrator; Kevin Chestnut, Public Works Director; 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 Resources Director; Allison Williams, Finance Director; Timmy Williams, Grounds and Maintenance Director; and Debbie F. Smith, City Clerk

OTHERS:  James Brierton, Devin Parks, 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 introduced Dr. Tommy Richardson of the Waccamaw Baptist Association who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

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

APPROVAL OF CONSENT AGENDA:

A. Final reading of Ordinance #ZA2018-06-18 (A) An Ordinance to annex approximately 5.2 acres of property located at 1700 Hemingway Chapel Road (TMS #136-00-03-265 | PIN 33715030006) and to rezone the property from Horry County Residential SF20 to City of Conway Rural Agricultural (RA) (HI)

B.  City Council meeting minutes – June 4, 2018

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

PUBLIC INPUT:

James Brierton requested that City Council consider a $2 membership fee for senior citizens to participate at the Recreation Center similar to the membership fee for youth.
Motion: White made a motion, seconded by Smith, to close the public input. Vote: Unanimous. Motion carried.

SPECIAL PRESENTATIONS:

A. Special event request: Ward Circle Family Reunion, July 7, 2018. Valeria Simmons submitted a special event request for this neighborhood/block party-type event. The Ward Circle Family Reunion is scheduled for Saturday, July 7, 2018. The applicant has requested the closure of a section of Dewitt Avenue from Ward Circle to 16th Avenue from 11:00 am until 8:00 pm for the event. Maps showing the location of the event accompanied the special event application. Event sponsors will be required to ensure that one side of Dewitt Avenue is open should it be needed for emergency access. Motion: Timbes made a motion, seconded by Goldfinch, to approve the special event request contingent upon proof of special event insurance by the applicant. Vote: Unanimous. Motion carried.

B. Employee of the Month Award for June was presented to Cynthia Bryant, Grounds & Maintenance. The presentation was made by the Grounds & Maintenance Director.

ORDINANCE FOR FIRST READING: Ordinance #2018-07-02 (A) An Ordinance to decrease the membership of the Lakeside Cemetery Committee from eight members to seven. Williams reported that the Lakeside Cemetery Committee originated with seven members but in 1998 the committee’s membership was increased to eight. The Lakeside Cemetery Committee currently has one vacancy; the committee has requested that the vacancy not be filled and that City Council return the committee membership to seven. Staff recommended first reading approval. Motion: White made a motion, seconded by Goldfinch, to approve first reading of Ordinance #2018-07-02 (A). Vote: Unanimous. Motion carried.

RESOLUTION: Resolution authorizing the acceptance of a revised letter of credit from Kingston Builders QH, Inc., guaranteeing the installation of sidewalks, asphalt surface course, and street trees in Carsen’s Ferry Subdivision Phase III. At the March 5, 2018 meeting, City Council approved a letter of credit in the amount of $6,131.25, for sidewalks in the Carsen’s Ferry Subdivision Phase III. Kingston Builders QH subsequently requested to add asphalt surface course and street trees to the letter of credit, along with the sidewalks, and increase the amount to $20,918.75. Chestnut informed Council that the City was notified earlier on this date that the asphalt surface course had been completed and the new estimate provided by the developer’s engineer and approved by the Public Works Director to install the sidewalks (with ADA warning mats) and add street trees is $8,405.00; the required 125% of this value is $10,506.25. Mr. Tripp Nealey was present in support of this request and advised Council that P3 Construction is now the developer for Carsen’s Ferry Phase III and had submitted the new request. Staff recommended that Council adopt the resolution authorizing acceptance of a letter of credit in the amount of $10,506.25 from P3 Construction to financially guarantee the installation of the sidewalks (with ADA warning mats) and planting of the required street trees in Carsen’s Ferry Phase III. Motion: Goldfinch made a motion, seconded by White, to adopt the resolution as recommended by staff. Vote: Unanimous. Motion carried.

ITEMS FOR CONSIDERATION:

A. Proposal regarding fresco murals at the Whittemore High School Building. During the workshop portion of the June 4th meeting, Council discussed the request from Mico Di Arpo
to install a fresco mural in the former Whittemore Elementary School building. Staff expressed concerns of the timing of the request and the request for an immediate decision from Council in view of the City not yet officially taken ownership of the building. Mico Di Arpo stated she was open to suggestions for other locations but greatly preferred a public building that was frequently visited by children and that an older, brick building would lend itself well for this project. She commented that a decision was needed from Council by the first of July 1 and that she could secure funding for the project if she had a dedicated space. **Motion:** Timbes made a motion, seconded by White, to defer this item until the July 2nd meeting. **Vote:** Unanimous. Motion carried.

B. **Proposed expenditure of City funds for Kingston Park improvements in partnership with the Coastal Carolina Association of Realtors, Conway Downtown Alive, the Chamber of Commerce, Rivertown Coffee Roasters, and Theatre of the Republic.** Emrick reported that the City is working with the Chamber of Commerce, Conway Downtown Alive, the owners of Rivertown Roaster, Theatre of the Republic, and Coastal Carolina Association of Realtors to improve Kingston Park. The proposed budget is approximately $51,800. Emrick noted that staff’s request to the largest funding source was unsuccessful. Council was provided with a copy of the “Kingston Park Improvement Plan.” Staff recommended approval to begin implementation of the plan. **Motion:** Goldfinch made a motion, seconded by Hubbard, to approve staff’s recommendation. **Vote:** Unanimous. Motion carried.

C. **Acceptance of bid for employee classification and compensation study.** Smith reported the following bid proposals were received in response to an RFP used by the City: Evergreen Solutions LLC - $29,500; Paypoint HR - $32,500; Condrey & Associates, Inc. - $47,500; and Segal Waters Consulting - $105,000. Staff recommended acceptance of the low bid. **Motion:** White made a motion, seconded by Smith, to accept the low bid in the amount of $29,500, which was submitted by Evergreen Solutions LLC. **Vote:** Unanimous. Motion carried.

D. **Purchase of body-worn cameras and in-car camera equipment for the Police Department from Axon.** In January 2018, Axon agreed to provide the Police Department 60 demo cameras, free use of its digital file management software and unlimited storage until the beginning of the FY2018-19 as the City begins the transition to Evidence.com as mandated by the Solicitor’s office. Under the proposed 5-year contract, Axon also offered a 1:1 equipment trade for the City’s in-car systems to allow immediate implementation and to defer cost until July 1, 2018. Long reported that the Year 1 cost of Axon body-worn cameras and use of software is $48,558.96 and the Year 1 cost of the in-car camera system and use of software is $83,363.59. Recurring annual costs for Years 2-5 of the contract totals $305,391.84; the total contract cost, including shipping, is $437,823.02. Long noted that Council approved $83,400 for in-car cameras and $48,600 for body-worn cameras in the FY2018-19 budget. Staff recommended approval of the 5-year contract with Axon for body-worn and in-car cameras, use of software, and data storage. **Motion:** Hubbard made a motion, seconded by Goldfinch, to approve staff’s recommendation. **Vote:** Unanimous. Motion carried.

**ITEMS FOR INFORMATION:**

A. **Report on recent Community Clean-Up Day activities.** Williams reported that during the City’s annual community cleanup held on Saturday, June 9th, forty-six City employees and 5 public volunteers collected approximately 500 pounds of litter. City employees who participated received eight hours of vacation.
B. **Fiscal Year 2017-18 budget update** as of April 30, 2018, was presented as information by the Finance Director.

CITY ADMINISTRATOR'S REPORT:

- Reported that this year’s Community Cleanup Day had a total of 46 employee participants and 500 pounds of litter collected.
- Reminded Council of the public meeting scheduled for June 20\textsuperscript{th}, 6 p.m., at the Public Safety Building for all the property owners who were included in the City’s FEMA Buy-out grant application. This meeting will be conducted by the City’s FEMA consultant and will be the kick-off for the program. The City has been funded for Tiers 1 and 2 and expects to have Tier 3 funded by this meeting.
- Reported that the City has been and will continue spraying for mosquitoes.
- Reported that the landscaped cutouts in Highway 501 Bypass between Waccamaw River and Highway 544 will be trimmed and weeded by the end of the week. SCDOT was contacted regarding litter along this section of Highway 501 but declined to address this issue. The litter will be removed by City crews.
- Reported that the first Whittemore School planning meeting was a success with approximately 80 people in attendance. Staff gathered data from multiple surveys and had great dialogue in an individual tabletop setting. The next planning meeting will be held at the Recreation Center on June 25\textsuperscript{th} at 6 p.m.
- Reminded Council that the MASC annual meeting is scheduled for July 19\textsuperscript{th} – 22\textsuperscript{nd} in Hilton Head.
- Reminded Council of Lois Roberts’ retirement reception on Thursday, June 21\textsuperscript{st}, from 11 a.m. to 2 p.m. The event will be held at the Fireman’s Clubhouse.

COUNCIL INPUT:

**White** thanked Mayor Blain-Bellamy for the proclamation she presented to Ms. Thelma Rogers in honor of her 100\textsuperscript{th} birthday.

**Timbes**
- Requested that the Conway’s tennis team for ladies over 70 be recognized at a future meeting as winners of the state tournament.
- Inquired about operating cooling shelters for the public during the extreme heat.

**Goldfinch** wished Addison Jarrell, Recreation Director, a belated happy birthday and thanked Jarrell and his staff for their hard work.

**Smith**
- Acknowledged the presence of sisters Diana and Mitzi Alfonseca, who attended the Whittemore Elementary School public meeting and voiced their ideas about the future of the building.
- Thanked Reggie Jenrette, Solid Waste Director, for attending Vehicle Day at Conway Elementary School.
- Inquired about the status of City directional signage as discussed by Council last year.
Blain-Bellamy

- Thanked Churches Assisting People for the work it does for the community and thanked Coastal Carolina University for painting the mural in the CAP building.
- Thanked staff for participating in Cleanup Day.

WORKSHOP: Discussion on possible development of Lower River Warehouse. Mr. Tripp Nealy recently purchased the Lower River Warehouse which he plans to restore/renovate for use as a restaurant. In accordance with the City’s agreement with the Burroughs Company for riverfront development, the City is to install required public infrastructure necessary to accommodate the development of the site, including parking, landscaping and storm water drainage. Nealy and Steve Strickland of Earthworks, Inc., reviewed the requests for additional accommodations by the City: a new entrance to the Riverwalk located between the Lower River Warehouse and Bonfire, improvement of the parking in front of the building and near the Peanut Warehouse, a minimal adjustment of the property lines to accommodate the entrances and mechanical/cooling equipment, and a common trash receptacle located in a convenient area that will accommodate trash and recycling from all Riverfront development. Strickland offered to give a budget for Council’s consideration to draw up a conceptual plan to include proposed parking and pedestrian access for riverfront development, a survey to mark trees to be saved during development, the identification of specific elements of development and a timeline for when those elements would be needed. If the plan is acceptable, he would then present a budget to prepare a workable engineering design. Emrick advised Council that funds to cover engineering is part of downtown development money that is included in the FY 2018-19 budget. OUTCOME: There was no disagreement spoken in regard to the requested accommodations. More information on the project will be presented at a future Council meeting.

EXECUTIVE SESSION: Motion: White made a motion, seconded by Smith, to enter into executive session to discuss negotiations incidental to proposed contractual arrangements relative to an existing development agreement and negotiations incidental to acquisition of property. Vote: Unanimous. Motion carried. While in executive session, no decisions were made and no votes were taken.

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

ACTION ON MATTER DISCUSSED IN EXECUTIVE SESSION:

Negotiations incidental to acquisition of property. Motion: Goldfinch made a motion, seconded by Hubbard, to authorize the City Administrator to enter into a contract to make an offer to purchase property owned by Elizabeth Carter Brown located at 912 Wright Boulevard, Conway, SC. Vote: Unanimous. Motion carried.

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

APPROVAL OF MINUTES: Minutes approved by City Council this day of ___, 2018.

Debbie F. Smith, City Clerk