

**CITY OF DARLINGTON
BUDGET WORK SESSION
MONDAY, MAY 21, 2017 AT 6:00 PM**

The City of Darlington held a work session in the Courtroom on Monday May 21, 2018 at 6:00 PM. Present at the meeting: Mayor Gloria C. Hines, City Manager Howard Garland; Council Members: Mayor Pro-Tem Carolyn Bruce, John Segars, Elaine Reed, Sheila Baccus, John Milling and Bryant Gardner. Others in attendance included: City Attorney Kevin Etheridge, Ms. Karen Carroll, Mr. Kendrick Holloman, and Police Chief Kelvin Washington.

Mayor Hines called the meeting to order at 6:00.

Mr. Garland said the roof at 586 W. Broad Street has been repaired. More than \$50,000 in mold remediation was done in that building. Mr. Garland said we have two new cherry pickers and one new trash truck. He said we are using two crews from Disability & Special Needs that's mostly cutting grass and weed eating. He said we have one temp worker and getting ready to hire another one.

STREET & SANITATION DEPARTMENT BUDGET- MS. KAREN CARROLL

Ms. Carroll said their equipment needs are improving day by day. She said they are still in need to upgrade our pickup truck fleet. She said they just purchased a 2008 pickup truck and a 1999 pickup truck. Ms. Carroll said the employee status is running with a minimum of slotted employees and they have begun to use a temp service to complement our work force. She said we have one garbage truck driver out for an extended period of time and one garbage truck operator out to be determined; a grass crew worker on chair duty and that length is to be determined. Mayor Hines asked Mr. Garland if he advertised for these positions because if we don't know when the employees are coming back to work, citizens are going to be calling. Ms. Carroll said, "Right now we are maintaining and we are going to use temps". Councilwoman Bruce wanted to know if this is injury on the job and the reason she is asking is because if a person is out on workers comp, how long do we have to have this position vacant before we can post it? Mr. Garland said it will depend on their sick time, vacation days, or if the employee has short term disability. Councilwoman Bruce asked what is the

City's stance on the issue? Mr. Garland said we will let the employee burn through their vacation, sick time, and then they will have FMLA (Family Medical Leave Act) and then they will terminate the employee after that. Mayor Hines asked, "with having three workers out and they don't know when they are coming back, can we get someone temporary to come in"? Mr. Garland said we're already doing that in the street department. Ms. Carroll said we have one temp right now and they put in for another temp today. Councilman Milling said, "Since we do have issues in that department as well and as Mr. Garland has advised them about employees aging out in other departments, whether it would do any good at some point over the summer to have a job fair and collect resumes so that we determine who our qualified people might be and then we can go to those resumes first and try to fill the position. Mayor Hines said, "I thought you were going to hold the position first"? Mr. Garland said we've got other positions to fill such as the storm water position and the beautification position. Ms. Carroll went over her budget line items calling attention to those that increased. She said the salary amount went up because of the extra person to operate the vacor truck. She went over Department 640. Ms. Carroll said in line item 640-293 – Allied Waste Roll Carts) they had to purchase new carts twice. She said she had gotten down to no blue carts and only twenty green carts. Ms. Carroll said they have to keep green roll carts on hand for big events such as Mayo Alumni, Sweet Potato Festival. She said in the last couple of years they have replaced 836 green cans and they have distributed 1,287 blue recycling cans. She said the cans are \$80.00 each. Mr. Garland said the Allied Waste payment as well as the Pluff Mud payment comes out of this line item. Ms. Carroll went over Department 660 which did not have many changes. Mr. Garland thanked the Street & Sanitation employees for the work that they do. He said Council still need to help the Street & Sanitation Department as a Council and Mayor to figure out what we're going to do about the couches and chairs. He said they need to come to some type of decision because more refuse has been put out.

PLANNING DEPARTMENT – MS. LISA ROCK

Ms. Rock gave Council handouts. Mr. Garland said they are planning to hire a new employee that will work on right-of-way and medians. He said this will be a beautification person that will work full-time to make sure that the medians are kept looking good and that things are being planted and taken care of properly (Such as the Rose Garden or the median near Mitchell-Josey Funeral Home). Mr. Garland said they are planning for this person to work in Ms. Rock's department but will be supervised by the

Garden Club. They will help us develop a job description and a list of responsibilities the person will have on a day-to-day basis. Mrs. Rock said this person will do some of the other things that fall under trees and beautification rather than pulling someone from the Street Department. Mr. Garland said they plan to pay for this position and we will pay the Garden Club for supervising. Mr. Garland said he's taken \$16,000 out of Lisa's budget to help with this and another \$34,000 will come from the hospitality tax fund. He said he has checked with other towns and they do this where they will take money out of the hospitality tax fund to work with beautification, which is allowed. Mr. Garland said hopefully this person will take classes at Clemson and learn more about not just trimming trees, but planting trees as well. Mrs. Rock said the \$16,000 Mr. Garland mentioned is the funds we are currently paying Taylor Garden Shop to keep up the medians. Councilman Milling asked Mrs. Rock or Mr. Garland to explain to him how this will work. Mrs. Rock said the employee would report to her, but the Garden Club would like the supervisory authority. Councilman Milling said he was trying to figure out who disciplines the employee and Mr. Garland said it won't be the Garden Club that takes disciplinary action. Councilwoman Bruce asked if the position has been posted yet and Mr. Garland said, "No, because Council needs to approve it". Mrs. Rock went over her budget line items explaining increases. She said her salaries has increased because of the new employee. She said advertising increased because she has put inserts into the water bills. Councilman Milling asked Mrs. Rock if she has a way to tracking to see how effective the advertising is for bringing people in. Mrs. Rock said you could, but it depends on the advertising rate. She said it's hard to measure. She said the SeeClickFix that included in the handout will answer Mr. Milling's question. She said it's a mobile and online app that will allow residents to report things, take a picture of it where they are, send you the location of where there's an issue. Mrs. Rock said once you set the software up, it will send it to the department that needs to get that message. She said Hartsville uses this and she included a sample of what the report looks like. She said this would a great tool for the City. Line item 590-273 – Hazardous tree removal. She said they plan to install seventy-three trees on S. Main Street on the opposite side of Walmart. Mrs. Rock said a lady in town passed away and left a lot of money to several different projects. The lady left some money for Williamson Park, she left a lot of money to the Historic Commission and \$50,000 to the Carnegie Library. Mrs. Rock said they were in talks with the Historic Commission about them taking over the library and using it as a museum. She said they are looking at adding onto the building that they

already have as opposed to taking over the Carnegie. Mrs. Rock said they told her they would keep her up to date if things change, but he's hopeful to be able to build a brand-new building. She said as for the \$50,000 we're going to get, it has to go to the Carnegie building. She suggested we go ahead and do the storefront and ADA accessibility on the Park Street side. She said when the flood came in October, the only water intrusion in the building was at the garage door because it's open at the bottom of the door. She suggested that we go ahead and fix that. Councilman Milling asked if we have any interest in lease of the building. Mrs. Rock said she had somebody talk about a restaurant, but she hasn't seen them. Councilman Gardner asked Mrs. Rock if she has an estimate for ADA accessible improvements. She said it would be within the \$50,000. She said it would not make the entire building accessible. Mrs. Rock told Council, if they would like to tour the building to let her know and she will take them in.

Mr. Garland went over Department 500 which had no significant changes. In Department 510 had no significant changes. In Department 530 – Legal, Mr. Garland explained that City Attorney Etheridge has been busy and it will happen like that sometimes. In Department 550-12 PDRTA – Community Promotions, Mr. Garland said Mr. Chuck McNeil has guaranteed him that we will have bus service on Saturday if we went from \$14,000 a year to \$19,000 a year. Mr. Garland said he told Mr. McNeil he would give us 5 hours of bus service on Saturday for \$5,000 more. Mr. Garland told Council if they want him to work on it, he will. He said if we get folks to use Saturday bus service, it's not anything that's going to go away. He said they will expect that level of service once we give it. Councilman Milling said, "We get 5 days of service for \$14,000 and then we get a ½ day of service for \$5,000. Mr. Garland said Mr. McNeil told him for every \$1,000, he's able to leverage a certain amount of grant money. Mr. Garland said the bus service on Saturday will not be subsidized by other businesses. Mayor Hines asked if McLeod/Wilson gives any money to PDRTA. Councilwoman Reed said she didn't think they do. Mr. Garland said he asked Mr. McNeil to come to the June meeting and they can talk about it then. Mayor Hines said she knows Genesis gives. Mr. Garland said the County of Darlington does not. Councilman Gardner said he doesn't have a problem with it, but when he looks at the community promotions, it's really PDRTA promotions. Councilman Gardner said that worries him and four more years they're going to come back and ask for another \$5,000. Councilwoman Reed said maybe by then we can afford it. Councilman Milling said he would like to have something in writing to justify why he

needs \$5,000. Mr. Garland said he'll have Mr. McNeil present that at the June meeting. Councilwoman Baccus wanted to know when and who do we donate money to the cemetery. Mayor Hines said Mary Capers was doing it, but she's not able to do it now. Mr. Garland said one half of the cemetery is in the City and the other half is in the County. He said some of the graves are on a slope and a lot of them have caved in. He said he wrote a grant for them in 2007 and got \$10,000 to have work done and they followed with donations of approximately \$15,000, but there's probably \$150,00 that needs to be put into it to restore the markers, finish paving the road and keep it up on a regular basis. Councilwoman Reed said she was there Friday because that's where Bobby Ross was buried and the cemetery is in dire need of care. She said her understanding is that there were three churches that are overseers. Mr. Garland said the grant is available and he will be glad to help them. He said Ms. Capers use to be our point of contact almost on a monthly basis, but he's lucky if he hears from her once or twice. Mayor Hines said Ms. Capers' brother got up in the church and said those three churches aren't donating any more and the people that were helping with cleaning of the graveyard is now deceased. Mr. Garland said if somebody would designate a contact to come work with us, we'll help them get money. Councilman Milling said this sounds like somebody else's business until it gets brought back up. Councilman Gardner asked if all of the organizations that have an amount of \$200 budgeted could be increased to \$500 each. Mr. Garland went over Departments 560, 570 & 580. He said we have a bond payment due in December for the General Obligation Bond and when we sell 410 Pearl Street he wants that money to be dedicated to pay the first payment on the GOB. He said that helps us balance the budget this year. Mayor Hines asked where in the budget can she find where we pay for IT people. Mr. Garland said it will show in different departments under professional services. Mayor Hines said we talked about this last year but nothing happened. She asked if we can think about changing this year. Mr. Garland said he and Police Chief Washington has met with a company and his quote to us was considerably lower than the current company we are using. Mayor Hines asked Mr. Garland if he likes it, can they do the whole City and Mr. Garland said the plan is to do the entire City. Mr. Garland said there are 41 streets that the City owns and out of those forty-one we have twelve that have serious paving issues. He said he had someone go out and do an estimate on the cost to pave those twelve streets is approximately \$600,000. Mr. Garland said we need to develop a priority listing of our streets and pave one a year. He said he found out what a mil is worth and he will give Council that information later.

Final Budget meeting will be Thursday May 31, 2018.

Upon motion of Councilman Milling, seconded by Councilwoman Bruce, the meeting adjourned at 7:46 PM.

Mayor

ATTEST:

Clerk & Treasurer