

**CITY OF DARLINGTON
REGULAR CITY COUNCIL MEETING – 7:00 PM
TUESDAY – DECEMBER 6, 2016**

PRESENT AT MEETING:

Mayor Gloria Hines, City Manager, Mr. Howard Garland and Councilpersons: Coleman Cannon, John Segars, Carolyn Bruce, Bryant Gardner, Ms. Elaine Reed and John Milling. Also present: Mrs. Lisa Rock, Fire Chief Pat Cavanaugh, Fireman James Jett, Ms. Jannie Lathan, City Attorney Kevin Etheridge, Ms. Sheila Baccus, Mrs. Betty Jackson, Police Chief Danny Watson, Building Inspector Mr. Alex Gainey, Mr. Lee Andrews, Mr. Linwood Epps, Mr. Freddie Kinsaul, Mr. Ben Williamson, Mr. Norm Steadman, Mr. Will Isgett, Ms. Toyinda Smith, Mr. Michael McClain, Mr. Ronald Page, Ms. Sheila Jones, Ms. Hannah Dixon and other visitors.

NEWS REPORTERS

Also present were News Reporters from the News & Press and the Morning News.

PRAYER

Mayor Pro-Tem Cannon did the invocation which was followed by the Pledge of Allegiance.

APPROVAL OF MINUTES

Upon motion of Councilman Bryant Gardner, seconded by Councilman John Segars, to approve the minutes of the regular City Council meeting on Monday, November 7, 2016, which unanimously carried.

APPROVAL OF MEETING AGENDA

Upon motion of Councilwoman Carolyn Bruce, seconded by Councilman Coleman Cannon, to approve the City Council Meeting Agenda, which unanimously carried.

REPORT OF STANDING COMMITTEES

**A) DARLINGTON DOWNTOWN REVITALIZATION ASSOCIATION
– MRS. LISA ROCK**

Mrs. Rock said the DDRA partnered with the Darlington Recreation Department for the “Shop Small” and Downtown Open House on Thursday, December 1, 2016. She said there was music, pictures with Santa, giveaways and more. Several businesses stayed open for the “Shop Small” event. Mrs. Rock said the snow machine was a big hit with the kids. She said seven vendors were on the Square and they seemed pleased with their sales and she saw many people going into the stores that were open. Mrs. Rock said she will be meeting with the Recreation Department and the businesses next week to work out improvements for next year’s Christmas Open House. Mrs. Rock gave special thanks to the Fire Department and Street & Sanitation Department for their assistance with the project. She said the DDRA presented its first sign grant in November to Darlington County Habitat for Humanity Restore on S. Main Street. She said they redid their signage and installed a permanent sign. She said the 50/50 matching reimbursement grant allows businesses to make improvements to their facades such as painting or repairs or to install new signage or awnings. She said the DDRA still has \$4,500 available for this project. Mrs. Rock said they will be doing a new tourism and economic development website. She said the County no longer has a tourism Director or website so they are going to try and help fill that gap as well as improve the benefits for the DDRA members. She said the site will serve the City, residents, visitors, businesses and DDRA members in a variety of ways. She said an E-News Notification system will allow people to sign up for calendar additions and news by text or e-mail notification. She said members will be allowed to submit and have their news and sales through this system as well. Mrs. Rock said they have a launch date that’s set for January 26, 2017.

B) GREATER DARLINGTON CHAMBER OF COMMERCE –MR. NORMAN STEADMAN

Mr. Steadman thanked the Mayor and City Council for their hard work and dedication to the business and non-profit communities this year. He said the Chamber held its Annual Retreat and Nucor Steel on November 2, 2016. He said their new slate of officers is as follows: Chair: Ms. Harriet Hobbs, Genesis Healthcare; Vice-chair: Mr. John Griggs, Embrace Hospice; Treasurer: Mr. Graham Segars, Sonoco; Secretary: Mr. Danny Brawn, Manheim Darlington. Their schedule of signature events for 2017 is as follows: Annual Banquet – February 9, 2017. Mr. Steadman told Council they all have the criteria for nominations. He said the deadline for nominations is January 8th; Legislative Breakfast (Date TBA); Freedom Fest – July 1, 2017. Mr. Steadman said they wanted to keep the event on the

weekend to make sure as many people as possible can attend the event; Toast of Darlington – October 5, 2017. Mr. Steadman said the Chamber gained 27 new members in 2016 for a total membership of 248.

CITIZENS WISHING TO SPEAK BEFORE COUNCIL

Mr. Ben Williamson said Councilwoman Elaine Reed asked him to come tonight to repeat an offer he made to the City several years ago. He said he owns a few lot on Cashua Street at the foot of the hill that lie between Cashua Street and Williamson Park. He said he offered to lease this property to the City for a nominal amount on three conditions: 1) that he not have to pay taxes on the property; 2) he not be liable for lawsuits or anything that happens on the property while it is leased to the City; and 3) If the City fails to maintain Williamson Park the lease will terminate. Mr. Williamson said he wants to make this offer again. Mr. Williamson said he called Ms. Beverly Spears who owns another lot on the west side of Williamson Park at the foot of Christian Court and she and her brother is willing to give the lot to the City as a part of the park under one condition that it does not cost them anything to make the gift to the City. Mayor Hines asked Mr. Williamson if he has a map of the areas he wants to lease to the City and he said he didn't. Mayor Hines asked him how much land is it that he wants to donate. Mr. Williamson said it's 9 lots and he thinks it comes to about an acre. Mayor Hines asked Mr. Garland what information he has on this since it was presented some time ago. Mr. Garland said this was referred to the Williamson Park Committee and then it was transferred to Mr. Bill Howle and then to Albert James who was the City Attorney and that's the last he's heard anything of it. Councilman Bryant Gardner said he spoke to some of the committee members and they said there was an issue as far as the legality of who would have to pay insurance. Councilman Gardner wanted to know if this has been worked out. Mr. Garland said our new Attorney Mr. Kevin Etheridge doesn't know anything about this. He said Mr. Albert James still has the file so we'll have to get with him. Mr. Lee Andrews said the committee had questions that was referred to the Attorney and at that time there was a transition going on with the Attorney, so it probably hasn't made it to Kevin yet. Mr. Andrews said this is something we are definitely interested in so we'll have to make sure we get it to Kevin. Mayor Hines said we will look into. Councilman Milling asked Mr. Williamson if it makes a difference if the proposal is to the City of Darlington or to Williamson Park. Mr. Williamson said it does not matter so long as the provision that the lease terminates if the City quits maintaining the park. Mrs. Rock said Williamson Park is not a separate legal entity so we couldn't

give the property to Williamson Park. Mr. Garland gave background on the Park for the new Council members.

Mr. Linwood Epps – Christmas / City Manager

Mr. Epps said our City Manager has less than one year left on his contract and they need to go ahead and tie down our City Manager for the next two or three years so that we will know that we are on sound footing for the next two or three years. He said our City budget is comprised of about 20% or more of grants and who's going to come in off the street and know all about those grants. He said he doesn't want to see a tax increase unless it's for Water & Sewer. Mr. Epps said he wants to keep Mr. Garland because he's been a good Manager for years and he doesn't see any sense in losing him. He said he wants Council to consider putting Howard under a contract so they will know, that they have a Manager that's going to look out for them (the citizens of Darlington) for the next two or three years.

UNFINISHED BUSINESS

A) 2014-2015 – AUDIT REPORT APPROVAL

Upon motion of Councilman Bryant Gardner, seconded by Councilwoman Elaine Reed, to approve the 2014-2015 Audit, which unanimously carried.

B) B.A. GARY TENNIS COURTS – MR. LEE ANDREWS

Mr. Andrews said Council discussed at the last meeting about redoing the tennis court and talked about what might be better there than a tennis court. Mr. Andrews passed out copies to Council of a playground system. He said he met with Mr. Gordon Hamilton who showed him a playground system that will service all age children as well as a workout station for adults. Mr. Andrews said they are talking about taking out the entire tennis court area and redoing the entire area where the playground equipment is and add a walking track that will encompass the entire site. He said this will enhance the area more than adding a tennis court because we have six very good tennis courts in the center of town. Mr. Andrews said this will also bridge the gap and people will be able to use every area of Darlington and not just the area they live in. He said the total price for the system shown on the drawing is \$151,000, but the City can do as little or as much as they want to decrease the price. Mr. Garland said the City does not own this property, but there is a lease with Darlington County School District that runs through

2020. He said if the City plans to do this, we need to petition the school Board to give us the site so that there are no issues. Mr. Andrews said this would open it up for us to be able to get grant money because we either have to have a long-term lease or own the property. Mr. Segars asked if the mulch shown in the diagram is fabricated. Mr. Andrews said you can have it both ways because they have a playground mulch that actually clear wood. Mr. Andrews said they still use sand, but this is supposed to be safer for the children. He said we can look into what it would cost for rubber mulch. Councilwoman Bruce said she didn't see any bathroom facilities in the drawing. Mr. Andrews said there are existing bathroom facilities and they are in the process of getting prices to have them redone. Councilwoman Reed thanked Mr. Andrews for checking into this for her since she had a concern about getting the tennis courts redone in that area. Councilman Milling wanted to know what kind of grants are available. Mr. Andrews said Mr. Gordon Hamilton was looking online for grants and there is PARD money out there that we can apply for. He said the grant would be 80% grant money with a 20% match from the City.

C) Phillips Street Recreation Site – Did not discuss because they did not have environmental report.

D) Grievance Committee Report – Mr. Garland said after the Council meeting last month he made a copy of page in the employee handbook that pertained to the Grievance Policy and included it in their packets. He asked Mayor and Council if they had any questions concerning this. Mr. Garland said there will be nine members on the committee and they will be appointed in staggered terms. He said the committee will elect their own chairperson. Councilwoman Bruce wanted to know when the grievance committee will be reinstated. Mr. Garland said he wanted Council to read over the information and the committee will be reinstated as quickly as possible. Councilman Milling said the ordinance defines a quorum as at least 2/3 of the committee members and no hearings may be held without a quorum. Councilman Milling suggested that we consider modifying the wording to read: a quorum consists of at least 2/3 of the committee members not counting those who may not participate. He said if for some reason or another we had a large number of committee members that had some disqualification, we would still be able to reach a quorum. He said we would like some language in the ordinance that would allow them to consider the matter. Councilman Milling said we could say that a quorum can consist of at least 2/3 of the committee members not counting those, but

no less than five. Mayor Hines asked Mr. Garland if the new Council members received a copy of the employee handbook and if the grievance policy was inside the handbook. Mr. Garland said, “yes” to both questions.

E) Mullins and Associates Housing Demolition Bid – Mayor Hines said Council discussed this last month, but they didn’t vote to let Mullins & Associates do the work. She said it’s her understanding now that there’s no money for them to do the demolition project, but last month there was money. Mr. Garland said this is the time of year when our cash flow is slow because our property tax money doesn’t come in until January or February. Councilman Milling asked if this was put out for bids like we did the last time and Mr. Garland said, “No”. Councilman Milling said if we haven’t put this out for bids, we can’t accept a proposal or offer a contract. Mayor Hines said we were just following what was already done and it was already bid out. Councilman Milling said that contract was not complied with so it no longer exists. He said we’ll have to start the process over again and give everybody an opportunity to participate in the bid process and not just a designated individual. Mr. Garland said as far as the process of notifying property owners, they have started that over again and the Building Official, Mr. Alex Gainey can speak on this. Mr. Gainey said he was told about a month ago, to take the list and go to each property and see what was torn down and what was not. He said there were three or four houses that were taken off the original list and then there were about five properties that were added. He said the old Tyner Building was added. Mr. Gainey said he was not sure how the process was done prior to him becoming Building Official, but he didn’t want to go on what someone else had done, so he started the process over again. Mr. Gainey said he sent letters to the property owners giving them 30 days to notify his office. He said some of the property owner notices have expired and they have some that want expire until January 2nd, so we can’t move forward with anything until that time expires. He said he’s had a couple of people to come in and said they have someone to take the houses down, so these houses will come off the list as well. Mr. Gainey said on the legality side of this, he has searched the SC Legislation and according to what he read this has to be put out for bids. He said Mullins and Associated gave a bid of \$53,000 and if you go by the procurement code, you have to put this out for bids. He said you must accept at least three bids and to award a contract to somebody else, he doesn’t see how we can do it legally. He said the code states that anything over \$50,000 is a competitive sealed bid. If it’s less than \$50,000 you still have to put it out for bids. Mayor Hines said she understands what he’s

saying that this has to be bid out, but when Mullins & Associates appeared before Council they asked the question, "What else do we need to do?" She said they were not given a new list, but they were given an old list and the letters were already sent out for those. Mayor Hines said when Mullins & Associates came back the second-time Mr. Gainey gave them a new list with additions. Mr. Gainey said regardless of how it was handled before, 30 days is not enough time to tear somebody's property down. He said there's several other things we have to do on our end to make sure we're doing it legally. Mayor Hines asked Mr. Gainey did he find all this out prior to Mullins & Associates coming to the meeting. Mr. Gainey said he just found this out. He said he has been doing research for the last two days to find out what we need to do on our end to be able to do this legally. Mayor Hines said, "All these years we've been doing it illegally" and he said, "Yes Ma'am". Councilwoman Elaine Reed said we need to understand, moving forward, that we did make a commitment to these people and we need to acknowledge this because she was happy that someone was going to fulfill the contract for that low price. She said the original list has now been modified and because of that we will treat it as a brand-new bid. Councilwoman Reed wanted to know if Talbert Demolition had any responsibility for defaulting. Mr. Gainey said he doesn't know why Talbert defaulted, but he knows DHEC came in and stopped them because the proper paperwork was not put in place for a greater project. Mr. Gainey said he doesn't know if this was the reason or not because this happened before he came. Councilwoman Bruce said where she thinks the confusion came in is Mullins & Associates came to the last meeting and was willing to accept the offer Talbert defaulted on. She said with Council not knowing the proper procedure they pretty much indicated to Mullins & Associates that they would get the job. Mr. Garland said there was no vote on this. Councilwoman Bruce said there was no vote, but there was nothing said at the last meeting to indicate they could not do the work without it being bid out again. Mr. Gainey said when the proposal was put to him the other day, he wanted to make sure we had all of our ducks in a row. Councilwoman Bruce told Mr. Gainey she was on his side and wants to make sure we do things the right way. She said Council needs to know this information before if they are going to bring people before them. She said she doesn't think we communicated this clearly to them. Councilwoman Reed said she was happy because of the minority group that was willing to come in and do the work for us at this price. She said she feels we were sending them the wrong message. Mr. Gainey said one of the guys from Mullins & Associates asked him if he thought he was "spinning his wheels" and he told

him he needed to do some research, but he didn't think it would come forward this fast. Councilman Milling said the contracts should have provisions that require contractors to have worker's compensation insurance and he did not see any of that addressed in the proposal from Mullins & Associates. Mr. Gainey said he is going to check with Hartsville and see how they handle this. He said the City will probably need to make revisions to our code to make sure we don't have any problems in the future. Mayor Hines said she's been watching a whole lot of houses being torn down improperly over the City and everybody needs to be abreast of it including Mr. Garland. She said Mullins & Associates asked the question, "What do the need to do" and it was not addressed.

NEW BUSINESS

A) MR. WILL ISGETT – MISS DARLINGTON PAGEANT

Mr. Will Isgett said he and a group of fifteen individuals have formed the new Miss Darlington Scholarship Pageant Board & Committee and they are going to bring the Miss Darlington Pageant back on May 21, 2017 at St. John's Elementary School Auditorium here in Darlington. He said he retired after 19 years of voluntary service, but this has been a passion for him and he has decided to continue working on this. Mr. Isgett said the Pageant can do a lot for the City of Darlington. He said he thought about bringing in the best MC in South Carolina to do this for them, but Ms. Nicole Boone offered to do this because of the respect she has for him and her love for the City of Darlington. Mr. Isgett said they are going to do a magic theme because they are going to magically bring Miss Darlington back. He said they will have a magician, Mr. Ken Cranford; Ms. Brenda Cranford School of Dance will bring her students to perform and former Miss Darlington Teen winners will perform as well. He said the judges are set and Ms. Kendall Standish will host the judges at her home. He said having the pageant enables young women to win scholarship money to further their education. It provides the City two representatives which is imperative if the City continues its growth. The winners also serve as ambassadors and will attend numerous events and functions. Miss Darlington brings our City and individuals together which is something we struggle with from time to time. Mr. Isgett said the pageant brings money into our City because it brings guests into our City that eat in our restaurants and shop in our stores. Mr. Isgett introduced some of the pageant committee members that came along with him. He said this is all volunteer and they are required to raise all money to put the event on. He asked the City to donate \$1,000 which will cover the Miss South Carolina

franchise fee and pay for Miss Darlington Teen's entry fee into the 2018 pageant. He said by doing this they will make the City of Darlington the presenting sponsor, which means they will appear on the front of the program book. He said any ads they do for the pageant will feature the City as well. The City will have a full-page ad given to them in the program book and they will give every employee free tickets to attend the pageant. Mayor Hines asked Mr. Isgett when he would need the money and he said January or February. Mayor Hines said we may have some money by then. Councilman Milling wanted to know how much is the franchise fee and Mr. Isgett said \$400.00 and the Teen entry fee is \$250.00. Councilman Segars asked Mr. Isgett how much was his projected budget and he said if he can get \$2,000 he can put the entire pageant on. Mayor Hines asked Mr. Isgett if he would like a council member to be a committee member. Mayor Hines asked for volunteers, but Mr. Isgett told Councilwoman Reed he would love to have her on the committee and she accepted.

B) Leadership Strategy Consulting – Ms. Toyinda Smith

Ms. Smith said her company is called Leadership Strategy Consulting, LLC and she equips individuals, teams and organizations for personal and professional growth. She said she helps to equip individuals to be champions in every area of life. The workshop she is proposing to the Council is called "The Real Colors" personality type workshop. (She said they should have received information in their packets) Ms. Smith said she is very passionate about making a positive impact with people who make a positive impact. Ms. Smith said she does this by keynote speaking, leadership seminars and facilitating the Real Colors. She said in September she had the opportunity to facilitate a lunch & learn for the Chamber of Commerce. She said her company has partnered with the John Maxwell Company and the Hartsville Chamber of Commerce to implement a leadership forum. Ms. Smith asked council to consider her coming to facilitate a 4-hour workshop which includes a personality assessment. Ms. Smith said she looked asked that Council consider a Friday from 3:00 to 7:00 PM or Saturday from 9:00 AM to 1:00 PM. She gave Council some potential dates for the workshop: January 6th or 7th; January 27th or 28th; February 17 or 18th; and February 24th or 25th. Councilman Gardner asked how much is the workshop and Ms. Smith said \$2,200 (and it includes all materials) and she decreased her professional fee by 37% because she understands we have budget constraints. Councilman Gardner said he would like for Council to do a retreat first. Councilman Milling told Ms. Smith she sounds like she's well qualified, but we don't have the money right now. He

asked if the Municipal Association have any similar type training programs. Mr. Garland said nothing like this. Councilwoman Bruce said we will receive this as information tonight, but this is much needed. Mayor Hines told Ms. Smith we will receive as information tonight and will let her know something soon.

C) Green Bulb Light, Columbia, SC - Mr. Michael McClain

Mr. McClain thanked council for the trust they placed in them over eight months ago, when they gave them a contract to retrofit several of our city properties. (Water & Sewer plants) He said the LED products that were installed have had zero maintenance and according to the City Manager has saved us several thousand dollars over the last 8 months by using the Cree LED lighting equipment. Mr. McClain said we have also saved the tax payers in the City of Darlington the cost of lamps, ballast and maintenance man hours, disposal cost. (They installed an LED light in one of the panels in the Courtroom prior to the meeting). Mr. McClain provided a handout which included an energy audit findings shows that the City of Darlington uses 500.689.54 kilowatt hours per year. Proposed consumption with the new equipment they are proposing will reduce our footprint down to 159.391.80 which is an annual consumption saved of 341.297.74. That gives us an annual percentage saved of 68.17%. Mr. McClain said the total cost of the project is \$281,877.34 and they will save us in our cost to Duke Energy alone is \$40,956.22 and that has been verified by Duke Energy. He said the equipment they use carry a certification known as DLC (Design Lighting Consortium). He said there are many LED products out there but if they do not bear that official stamp the power companies will not rebate you. He said the kilowatt hours that Duke Energy will save in this account, they will sell that in another location at a much higher rate. Mr. McClain said we're looking at a payback of a little under seven years, but there are other numbers that we don't have and once those are factored in, our payback will probably go down to less than four years. Mr. Whitmire said the S.C. Energy Department has money set aside for municipalities, schools and private businesses. He said they talked with the Energy Department on the City's behalf and they have found money for us to be able to fund the project so that we can take savings to pay back the loan. He said the loan is 1.5% interest and there are no payments the first year. Mr. Whitmire said they loan can be paid off earlier or we can take as long as 10 years. Mayor Hines asked about grant funds. Mr. Whitmire said this is a 1.5% loan, but they do have grants but they are not for municipalities. Mr. Garland asked them to tell Council where the Cree Lights are made. Mr. McClain said Racine, WI,

the corporate office is in Raleigh, NC, but the distributor they work with is in Florence, SC. Mr. McClain said Cree is the only LED product in the world that has a 10-year full warranty because no one touches any part of that light except Cree. Mr. Garland said credit should go to Pastor Cannon for introducing us to Green Bulb. Councilman Milling wanted to know who he would call if his light were to go out in 2 ½ years. Mr. McClain told him he would call Green Bulb. Councilman Milling asked Mr. Garland if we were to borrow the money for this project would it count against our debt ceiling for what we can borrow. Mr. Garland said our debt ceiling is \$1.25 and we're asking for a \$1 million-dollar general obligation bond and whatever is left over from the \$1 million general obligation bond he would like to use to pay this down. Mr. Garland said he is not planning on spending all of the \$1 million up front. Mayor Hines asked Mr. Garland if he had a cost on leaving the money out for the recreation department. Mr. Garland said if we did that with the \$360,000 from the old hospitality tax bond we could very likely put some cash on that bond towards this. Councilman Gardner wanted to know when it was decided to leave the recreation department out. Mr. Garland said we have an old hospitality bond that we have money left over for and we can use that old money. Mr. McClain told Council to take into account that at the end of the first year we will have close to \$80,000 that we can pay on the \$280,000 loan. He said our savings is going to be greater than what they are giving us because they don't know our relamp cost, they don't know our maintenance hours nor our disposal cost. Mayor Hines went over the list with all of the facilities that would be included in the proposal. Mr. Garland said he thinks one of the gyms might already have LED lighting. Mr. Andrews said both gym floors have LED lighting. Those two areas would be deducted from the total cost. Councilman Milling asked Mr. Garland if this was one of those things where we need to be doing bids. Mr. Garland said we had an existing contract with them back in 2014 when they did the water and sewer department. Councilman Milling wanted to know how this was done. Mr. Garland said they came in and made a presentation to Council. The gentleman from Green Bulb said Mr. Andrews mentioned that the bulbs were just screwed in but the fixtures they are talking about putting in come with the loan warranty and if anything happens to one of their fixtures, they would provide us with a brand-new fixture. Mayor Hines asked Council if they want to have a workshop on this to decide what they need to do. Councilman Milling asked if there is anybody else that is doing this type of work as well. Councilman Milling said earlier when we were talking about demolition it was determined that everything over \$50,000 we have to put it out for bid. Mr.

Milling said this is a great concept and if we decide to follow their recommendation how we could go about doing this without stepping on our own toes. Mr. Garland said we approved them to do the work in 2014 for the water and sewer and for our municipal buildings in 2014 but for whatever reason we did not follow through on the general fund side of the project. Councilman Milling said maybe we need to look at the minutes from 2014 and see what was done. Mayor Hines said we will look at the 2014 minutes and let them know. Councilman Milling said we need to look at bid procedures and see whether or not we have to put it out for bid or whether we can do something direct.

Mayor Hines recommended that they skip to item F. Councilman Gardner made a motion that we skip to item F. Councilwoman Elaine Reed seconded the motion.

F) OLD CHRISTMAS DECORATIONS – COUNCILMAN BRYANT GARDNER

Councilman Bryant Gardner introduced the Christmas Lighting Crew that helped redo the Christmas lights. He thanked them for volunteering their time and effort. Mayor Hines told the committee and both she and Councilman Gardner enjoyed working with them. Mayor Hines presented Ms. Cathy Kemmerlin with a “Key to the City of Darlington” for all of her hard work. Mayor Hines said they have more lights to do work on and they will try to start three months ahead of time. Mayor Hines said she has a “Key to the City” to give to Mr. Kevin Lane, Manager of Wal-Mart, but he was not present to accept it.

D) ECONOMIC DEVELOPMENT INCENTIVES – MRS. LISA ROCK

Mrs. Rock said the Planning Commission has been working on incentives for businesses. She said we have the Buildup Darlington Loan, they offer assistance to property owners in completing their historic tax credit applications, the DDRA has a 50/50 matching grant for signage and façade improvements. Mrs. Rock said this is all we have to offer when businesses ask her what can she do for them. She said various cities in our area do a lot more, such as Florence can write \$30,000 checks but we can't do that. She said there are other opportunities we can take advantage of when we look at comparing to other cities. Mrs. Rock said the City of Greenville has a business license abatement for three years. The business doesn't pay the license the first year, the second year the license has a 66% discount and the

third year the license is discounted 33%. The City of Greenville also has the facade improvement program up to \$10,000 and they have an additional 20% match if it's over \$10,000. She said Greenville specifies where those incentives are offered. Mrs. Rock said the City of Hartsville requires a \$1,000,000 investment to get their incentives. She said they specify the types of businesses, they offer waiving tap fees for water & sewer, discounts on permit fees, business license fees, hospitality tax, accommodations tax for up to five years. The Town of Cheraw recently passed incentives and they waive tap fees for retail or commercial business, they have discounts for all associated fees, façade improvement grant up to \$5,000 match, assistance with State tax credit programs. Mrs. Rock said the difference with the Town of Cheraw's program and the other two is that the businesses are required to pay the fees up front and they have to apply for the incentives in July. Mrs. Rock said the Planning Commission came up with the following recommendations for Council to consider; 1) Doing some sort of reduction on building permit fees. 50% if the business would create 100 jobs or investing \$150,000; 100% if the business was going to create 200 jobs or invest \$300,000; Hospitality Tax- 50% if they were creating 20 jobs for one year and 100% if they were creating 100 jobs for one year only. Accommodation Tax – 50% reduction for 20 jobs for one year or 100% for 100 jobs for three years. Business license fees – 100% for year one with the creation of 20 jobs; 66% for year two; and 33% for year three. For a business that creates 50 jobs or more a discount for 100% for year one; 80% for year two, etc. Mrs. Rock said if these businesses don't come this is money we wouldn't have anyway. She said the Planning Commission felt that giving an incentive for tap fees would be a bit much because it is costly to do water & sewer taps. Mayor Hines asked Mrs. Rock if this for a particular area. She said this would be city-wide, but if they chose a particular area, they can define that. Mrs. Rock said the Planning Commission didn't feel the need to define a location since we are small. Mayor Hines said she don't think we need to define an area. Councilman Milling asked if this was for new or existing businesses. Mrs. Rock said this probably would be for new businesses but this would be up to council. Councilman Gardner said he would like to have this apply to new and existing businesses. Councilman Milling said he agrees with applying this to new and existing businesses as well. Mrs. Rock said the Planning Commission recommends that these be full-time or full-time equivalent jobs. She said the second part of this proposal is the Façade Improvement Grant and it will have actual costs to the City. She said we previously had a building improvement grant in the city and it was dissolved for whatever

reason. Mrs. Rock said the Planning Commission proposes that we reinstitute it and draft new guidelines to be specific about who would qualify for this grant. She said it was proposed that the Board who would choose who gets the grants would be consisting one member of council, one member of the planning department, codes enforcement, beautification board and the City Manager. She said this would be a 50/50 match up to \$5,000 for new businesses and in smaller increments for existing businesses based on the size of the project. Councilman Gardner said he would like to delete the \$1,000, \$3,000 & \$5,000 and have this for new and existing businesses so it would be the same for everybody. Mr. Garland asked that we not do any home improvements, just businesses. Councilman Milling same we probably need to look at the language pertaining to the number of jobs. Mr. Garland said staff recommends that we approve this in some shape or form because we are behind other communities our size. Mayor Hines asked if everyone was on board with the necessary corrections. Councilwoman Reed asked if there was a time frame to receive the incentive. Mrs. Rock said this can be included in the ordinance. **Upon motion of Councilman Gardner to move forward for First Reading next month with the necessary changes. The motion was seconded by Councilwoman Bruce. All approved the motion.**

E) HURRICANE MATTHEW FEMA REPORT– MS. JANNIE LATHAN

(Ms. Lathan gave Council hand-outs) Ms. Lathan said we are continuing to work with the federal and State FEMA teams as a follow-up from damage caused by Hurricane Matthew. She said they began working sessions last week. Ms. Lathan said there are seven categories that you can file for having some reimbursement (Categories A-G). She said we are filing in five of the seven categories listed. She said we did not qualify for Categories C&D because they relate to bridges or man-made flood control. She said submission are conditional and subject to FEMA's review and approval. She said Category A is for debris removal. She said they previously estimated that we would get approximately \$132,000, but we will get closer to \$103,000 because SCDOT removed some of that debris. Category B captures all of the labor, overtime and any equipment purchased. In the Public Buildings category, we have the Admin Building, Council on Aging Building and Fire Department listed for repair. Ms. Lathan said she did not talk about this at the last update, but she thinks we can recoup some cost to replace a pump at the sewer lift station at Allen Street & Limit Street. Davis & Brown gave an estimate of \$124,900 to replace this pump. She said she

doesn't know if we'll be able to capture any of that, but they're working hard to see what they can do. She said Category G deals with "Other" and they've included Parks & Recreation. She thinks they will be able to recoup some of the expenses and resources we have had to expend in Williamson Park with trees being down and having to go back in and take care of some of the washout. Councilman Milling wanted to know if these are actual dollars spent on damages caused by or overtime dealing with Hurricane Matthew. Ms. Lathan said when you look at category B the answer is almost an absolute yes. She said when they had to use generators FEMA will allow \$500.00 an hour for certain types of generators. She said they are maximizing every resource option that FEMA allows. Councilwoman Reed asked if FEMA will pay us for all of this. Ms. Lathan said FEMA will go through all of our estimates and then make a determination on how much of the \$478,000 they will approve. Councilman Gardner told Ms. Lathan she mentioned trees in Category G and would like to know if she knew anything about streams and right-of-way. He asked her if she could research this as far as Black Creek and Swift Creek to repair the trees that have fallen after the storm. Ms. Lathan said the only thing they have identified so far has been Williamson Park. Councilman Gardner asked Ms. Lathan if she can research this and figure out if Parks & Recreation would cover making sure that the creeks have right-of-way. Mr. Garland and Ms. Lathan said they would ask the FEMA people when they meet tomorrow.

G) BY-PASS RECREATION SITE – MR. LEE ANDREWS

(PowerPoint Presentation) Mr. Lee Andrews said they waiting on the environmental study to come back on the Phillips Street project, but after starting the study, they found out there was a cemetery located on this property. Mr. Andrews said this takes up some of the property on Phillips Street. He said Mr. Mike Sprott approached Mayor Hines and Mr. Garland about some property that he has on 52 By-Pass near the overpass that he would give the City. Mr. Andrews said there's 46 acres split by Highway 52 with 18 acres on one side and 28 acres on the other side. He said they would have to look at it as two pieces of property because of the split. Mr. Andrews said they are researching some landowners to see if they would be willing to sell. He said this has been thrust upon them as a potential site and the best thing about this property is that it connects Central Park South. Councilman Segars asked how many ballfields do we need. Mr. Andrews said we have seven now, we have nine in the City that we actually use. He said he wouldn't see us doing anything less than six ballfields to make it work. He said we will have to do away with some of the things on the map.

He said there are wetlands in this location, but it's a good piece of property as far as being able to do a trail system. Mr. Andrews said we would have to purchase at least two other pieces of property on the other side of Highway 52. He said there is a piece of property on the other side of Highway 52 for sale at a cost of \$170,000 for 18 acres. He said about half of this is wetlands also. Mr. Andrews said we are trying to find property and if we can't do it in a new place, we will have to upgrade what we have.

H) UPDATE PROCUREMENT POLICY CDBG

Mr. Garland said CDBG (Community Development Block Grant) requires several things if we are going to continue getting them. First, we must have something in our ordinance that allows for protests. Also, CDBG requires that we give proper consideration to women and minority owned businesses. Mr. Garland said we need to add these different parts to our ordinance. Councilman Segars wanted to ensure that we do not have to take the low if the company is not equipped to do the job. Mr. Garland said that would be covered under references. He said CDBG has asked us to do this five years ago, and for whatever reason we didn't do it. He said we need to do it now and he wants Council's permission for him to go ahead and write something up so we can have First & Second Readings in January and February. Mr. Garland said the grants are extremely competitive now and we need to make sure we have *our ducks in a row* so we don't miss out on this money. Councilman Milling asked Mr. Garland if what he gave them for review came from Marlboro County and Mr. Garland said, "Yes". Councilman Milling told Mr. Garland to be sure that whatever he's borrowing from to make sure it's the best thing for us. **Upon motion of Councilwoman Elaine Reed, seconded by Councilman Segars, to update Procurement Policy with the updated material for CDBG, which unanimously carried.**

I) J.C. DANIEL AUDITORIUM – MR. GARLAND

Mr. Garland said to receive this as information tonight since it just came and we will put it on the agenda for January.

COUNCIL COMMENTS

Councilman Milling said he would like for Council to start looking at the City Manager's contract after the first of the year. He said the City Judge's vacancy will take place in July, so sometime in January or February, we need to start looking at this as well. Mayor Hines said February will be a

good time. Councilman Milling also proposes that we start with a 6:30 PM meeting time instead of 7:00 PM meeting time.

Councilman Gardner said if they can get their agenda packets a week beforehand (5 business days), that would help out with them being able to do their job as far as researching what they will be voting on and acting on. Mr. Garland said when this is allowable, he can do this.

Councilwoman Elaine Reed said she wanted to share how the community rallied together in Ward 2 to provide a place for the Soup Kitchen to operate. She said Pastor Grooms has given them his building to use which is on the corner of Milling & W. Broad Streets. Councilwoman Reed said Chief Watson has been there every Saturday and she appreciates that. She said she would like for Mayor Hines to consider giving a “Key to the City” to this group whenever they are able to come to a council meeting.

REMINDERS

December 23rd, 26th & 27th-city offices closed for Christmas Holidays
Monday, January 2, 2017, New Year’s Day Holiday, City offices closed
Tuesday, January 3, 2017 at 7:00 PM -Regular Monthly City Council Meeting

ADJOURNMENT

Upon motion of Councilman Bryant Gardner, seconded by Councilman Coleman Cannon, the meeting adjourned at 9:55 PM.

Mayor

ATTEST:

Clerk & Treasurer