

**MINUTES OF MEETING
CONWAY CITY COUNCIL
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET
CONWAY, SOUTH CAROLINA
MONDAY – MAY 23, 2011 – 5:30 p.m.**

PRESENT: Mayor Alys C. Lawson, Mayor Pro Tem Thomas J. Anderson II, and the following Council Members: Vivian E. Chestnut, William M. Goldfinch IV, Irby L. Koon, Jean M. Timbes, and Larry A. White

STAFF: Bill Graham, City Administrator; Billy Joe Sawyer, Building Official; Michael Hardee, Finance Director; Foster Hughes, Parks, Recreation and Tourism Director; Freddie DuBose, Public Utilities Director; Rick Baker, Fire Chief; Reggie Gosnell, Police Chief; Michael Leinwand, Planning Director; and Vicky Lefler, City Clerk

OTHERS IN ATTENDANCE: Kathy Ropp, Steve Jones, Bruce Young, and others

CALL TO ORDER: Mayor Lawson called the meeting to order.

INVOCATION/PLEDGE OF ALLEGIANCE: Mayor Lawson welcomed Commander Bret McElroy of the Horry County Salvation Army who gave the invocation. City Council and those in attendance recited the Pledge of Allegiance.

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

CONSENT AGENDA: City Council minutes – March 10-12, April 25, and May 12, 2011.

Motion: White made a motion, seconded by Anderson, to approve the consent agenda (minutes as amended). Vote: Unanimous. Motion carried.

PUBLIC INPUT: Bruce Young commended Council for a good job on getting and responding to input from the business community on the proposed rewrite of the City's land use ordinances and for making sure all Council work on this project has been open and above-board.

SPECIAL PRESENTATIONS:

A. Presentation of River Friendly Business certificates to Conway Medical Center and Conway Wellness & Fitness Center. Tim Kirby, Chairman of the Water Quality and Drainage Commission, presented certificates and decals to Scott Goldberg who represented Conway Medical Center and who is also a member of the Water Quality and Drainage Commission. Buddy Freeman of the Commission was also in attendance. On behalf of Council, Mayor Lawson extended congratulations on this achievement.

B. Special event request – Father's Day Event, June 20, 2011, Riverfront Park. An application was presented for a special event permit for a Father's Day celebration and celebration of A Father's Place 10th anniversary on June 20, 2011. The event hours were

corrected as being from 5:00 pm to 9:00 pm. No City support services were requested. Staff recommended approval of the special event application. **Motion:** Anderson made a motion, seconded by Timbes, to approve the special event application for this event. **Vote:** Unanimous. Motion carried.

ORDINANCE FOR FINAL READING: Ordinance #ZA2011-05-23 (A) Rezoning approximately 7.00 acres of property located at the corner of SC Highway 544 and Residence Boulevard (TMS #150-00-06-94) from Highway Commercial (HC) to Institutional (IN). First reading of this ordinance was approved at the April 25, 2011, Council meeting. Leinwand advised Council that the two lots referenced during first reading have now been combined into one lot (TMS #150-00-06-94), and the correct survey of the property reflects 7.0 acres. Staff recommended final reading approval. **Motion:** Anderson made a motion, seconded by Koon, to approve final reading of Ordinance #2011-05-23 (A). **Vote:** Unanimous. Motion carried.

ORDINANCE FOR FIRST READING: Fiscal Year 2011-12 Budget Ordinance #2011-06-13 (A), An Ordinance to Raise Revenues and Adopt Budgets for the General Fund, Enterprise/Public Utility Fund, Street/Drainage Fund, Storm Water Fund, Tax Increment Financing (TIF) Fund, Accommodations Tax Fund, Community Development Fund, and Hospitality Fee Fund, City of Conway, South Carolina, for the Fiscal Year Beginning July 1, 2011, and Ending June 30, 2012. Hardee reviewed the changes made in the budget proposal since Council's Budget Retreat in March. A spreadsheet showing proposed Hospitality Fee allocations for nonprofit organizations was shared with Council. It was noted that no tax increase is reflected in the budget proposal. Hardee reported that a millage rate of 79.3 is reflected in the FY 2011-12 budget proposal which totals \$28,040,525. Graham commented that the City is still in a tight budget situation but projected water/sewer rate increases and the recent reduction in force would enable additional, necessary capital expenditures. Chestnut expressed her opposition to the proposed cuts in the Employee Longevity Program. Timbes informed Council that the proposed date for the public hearing and second reading of this ordinance conflicts with a Council of Government committee meeting she needs to attend. Timbes and Chestnut suggested the possibility of a budget workshop to discuss the information presented at this meeting in more detail. Noting the deadline for publication of a notice for the public hearing, Graham requested Council's guidance as to a date for the public hearing and second reading. **Motion:** White made a motion, seconded by Koon, to approve first reading of Ordinance #2011-06-13 (A) and to conduct a public hearing and second reading at Council's June 13th meeting. **Vote:** Timbes voted in the negative; all others voted in the affirmative. Motion carried.

ITEMS FOR CONSIDERATION:

A. Discontinuance of Employee Longevity Gift Program and reduction of Longevity Bonus Program. Due to budget constraints, staff recommended that the City's Employee Longevity Gift Program be discontinued and that there be a 25% reduction in payment amounts to employees under the Longevity Bonus Program beginning with the new budget year (July 1, 2011). These changes will result in total annual savings of approximately \$27,000. **Motion:** Koon made a motion, seconded by Goldfinch, to approve the changes in the Employee Longevity Programs as recommended by staff. **Vote:** Chestnut voted in the negative; all others voted in the affirmative. Motion carried.

B. Fire service agreement with Horry County for FY 2011-12. Baker informed Council that the proposed FY 2011-12 fire service agreement with Horry Council is the same as that for the current fiscal year, including the contract amount (\$80,000). Staff recommended approval of the proposed contract. **Motion:** Koon made a motion, seconded by Chestnut, to approve the FY 2011-12 fire service agreement with Horry County at an amount of \$80,000. **Vote:** Unanimous. Motion carried.

C. Relocation of handicapped parking space at City's Law Enforcement Center. The handicapped parking space that provides access to the police department is currently located at the rear of the facility, between the Planning and Police Departments, and because of its unusual location, vehicles parked in that space extend into the parking lot and travel lane, creating a significant hazard to pedestrians and vehicular traffic. Staff recommended that the existing handicapped parking space be restriped as an unloading aisle and that the last parking space at the rear corner of the law enforcement center (currently adjacent to the existing handicapped space) be converted to an 8' wide handicapped parking space with wheel stop and appropriate signage. **Motion:** Koon made a motion, seconded by White, to approve staff's recommendation. **Vote:** Unanimous. Motion carried.

D. Bids

1. **Cardio and strength equipment for new Recreation Center.** Bids were obtained for the provision of cardio and sports equipment from the following companies: Carolina Sport Fitness (*Precor*), Max Fitness (*True*), Charleston Fitness (*Sports Art*), Fitness Resource (*Matrix*), Life Fitness (*Life Fitness*), Met Fit Systems (*Nautilus*) and Sears Commercial (*Free Motion*). A bid tabulation sheet reflecting several bid options was reviewed. Hughes noted that several companies were excluded from consideration because they were unable to meet bid specifications. Staff recommended that Council accept the bid submitted by Fitness Resource (*Matrix*) in the amount of \$195,886.12 for the equipment and \$7,500 for the alternate addition of a television receiver/transmitter on each piece of cardio equipment for a total of \$203,500. **Motion:** Anderson made a motion, seconded by Goldfinch to approve staff's recommendation as presented. **Vote:** Unanimous. Motion carried.

2. **Installation of sports field lighting for the new football/soccer field at the Recreation Complex.** Hughes reported that a request for proposals was sent to four companies recommended by the lighting manufacturer. Council was provided with a bid tabulation sheet. It was noted that the bid submitted by Kingston Electric was \$200 higher than the low bid; however, because this company is local and has an excellent reputation for installing and servicing ball field lights, staff recommended that Council accept the bid of \$42,800 submitted by Kingston Electric. **Motion:** Anderson made a motion, seconded by Goldfinch, to accept the bid submitted by Kingston Electric in the amount of \$42,800 for installation of the ball field lights. **Vote:** Unanimous. Motion carried.

E. Recommendations from Parks Committee. Hughes presented and reviewed items discussed at a recent Parks Committee meeting for Council's consideration. During discussion on these items, Mayor Lawson noted that the City Hall planters were under the purview of the Historical Preservation Committee. The draft park and shelter rules and rules pertaining to weddings in the park were discussed with several changes being requested by

Council. Hughes advised that revisions would be made in these regulations and they will be presented again at a future Council meeting. Anderson asked that the park regulations include “no smoking” in City parks. Graham advised that, if it was the consensus of Council to prohibit smoking in City parks, staff would include this with the other park rules that would be brought back in ordinance form for Council’s consideration. There was discussion on not allowing dogs in City parks. Mayor Lawson suggested that staff return a more complete recommendation on items needing Council action and that the balance of the report be accepted as information. Hughes asked Council to consider at this meeting the placement of the picnic shelter at Sherwood Forest Park in accordance with the park’s master plan. **Motion:** Chestnut made a motion, seconded by Timbes, to approve the placement of the shelter as recommended by staff. **Vote:** Unanimous. Motion carried. Graham inquired if Council was prepared to consider the proposed Marina Store sign, noting that it would also require approval by the Community Appearance Board. **Motion:** Anderson made a motion, seconded by Koon, to present the sign to the Community Appearance Board. **Discussion:** Mayor Lawson and White suggested revisions to the sign and staff was asked to prepare other designs for Council’s consideration. Graham asked Council to consider approving the posting of the “Pool Open” sign for the pool at Smith Jones Park. **Amended Motion:** Anderson amended his motion, seconded by White, to request staff to prepare and return with several other Marina Store sign designs and to approve the posting of the “Pool Open” sign for Smith Jones Park. **Vote:** Unanimous. Motion carried.

F. Display of US flags in observance of patriotic holidays. The American Legion has requested permission to display US flags in the downtown area in observance of Memorial Day and Flag Day. The flags would be installed immediately prior to Memorial Day weekend and be removed June 15th. Staff also requested approval to begin installing miniature US flags on May 24th and remove them June 15th. Areas of installation include City Hall, welcome signs on Highways 501 and 378, Riverfront Park, Collins Park, and Mill Pond Road. **Motion:** Chestnut made a motion, seconded by Goldfinch, to approve the request from the American Legion and staff’s recommendation on the installation/removal of the miniature flags as presented. **Discussion:** White asked that Smith Jones Park be included in locations for display of the miniature flags. In response to an inquiry concerning plans for July 4th from Mayor Lawson, Hughes advised that bunting will be displayed at City Hall in observance of Memorial Day, Flag Day and Independence Day. **Amended Motion:** Chestnut offered an amended motion, seconded by Goldfinch, to include Smith Jones Park in the locations for display of the miniature US flags. **Discussion:** Anderson asked that information on the significance of the miniature flags be put on the Access Channel. Timbes suggested that more emphasis should be placed on Independence Day. Hughes offered another option of installing the miniature flags on June 23 in time for Riverfest and removing them after Independence Day at the same locations referenced above, including Smith Jones Park. **Amended Motion:** Chestnut offered a second amended motion, seconded by Goldfinch, to add approval of the installation of the miniature US flags on June 23rd with removal on July 8th. **Discussion:** Anderson noted that, in his opinion, the miniature flags symbolized Memorial Day and he would prefer them to be installed before Memorial Day and removed after Flag Day. **Vote:** Anderson voted in the negative; all others voted in the affirmative. Motion carried.

ITEM FOR INFORMATION: Progress report on overhead to underground wiring

conversion projects. DuBose reviewed all past, present and future underground wiring conversions projects. All power poles and overhead wiring have been removed in the current project (a portion of Kingston Street, 2nd Avenue from Kingston Street to Lewis Street, Laurel Street from 2nd Avenue to 5th Avenue, Scarborough Alley and the unnamed alley by the Farmers Market location). Once the punch list items have been completed, repaving will begin. Surveying and base mapping have been completed for the next project (Elm Street from 2nd Avenue to 5th) and utility companies are working on their designs. Once the final plan is established, easement acquisitions will begin. DuBose showed before/after photographs taken during the various projects.

ADMINISTRATOR'S REPORT: Graham reported on the Day of Caring event which was held on Saturday, May 21st. Over 620 lbs of trash was collected. Approximately 17 City employees joined volunteers to pick up trash in target areas; crews also worked in Lakeside Cemetery and Rose Hill Memorial Gardens. Graham expressed appreciation to the Parks, Recreation and Tourism Department for spearheading this event.

COUNCIL INPUT:

Goldfinch conveyed a citizen's suggestion that portable toilets be installed near the T-ball field at the recreation complex. He also suggested, and several Council members agreed, that staff should look for a more effective sound system for Council chambers.

Timbes reported holes in the ground caused by a collapsed drain line in Lakeside Cemetery.

White

- expressed appreciation for the public meetings and the appointment of a task force to gather public input on the proposed rewrite of the land use ordinances.
- announced that May is Stroke Awareness Month and encouraged people to be aware of the signs/symptoms of a stroke.
- announced that he will be named as president of the State Public Health Association at its annual meeting which will be held in Myrtle Beach on May 24-27.

Mayor Lawson congratulated White on this recognition and also expressed appreciation to volunteers for their assistance during the Day of Caring and the Conway/Aynor Relay for Life events.

EXECUTIVE SESSION: Motion: Koon made a motion, seconded by Goldfinch, to enter into executive session to discuss the City Clerk's annual job performance evaluation. **Vote:** Unanimous. Motion carried.

Motion: Koon made a motion, seconded by Anderson, to come out of executive session. **Vote:** Unanimous. Motion carried.

City Clerk's annual job performance evaluation: Motion: Koon made a motion, seconded by Anderson, to approve the City Clerk's annual job performance evaluation as discussed in executive session. **Vote:** Unanimous. Motion carried.

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

APPROVAL OF MINUTES: Minutes approved by City Council this _____ day of _____, 2011.

Vicky Lefler, City Clerk