Amended 3/11/20
4:53pm

Town of Summerville Council Meeting

Thursday, March 12, 2020 - 6:00 p.m.
Summerville Municipal Complex – 200 South Main Street

AGENDA

1. **Call to Order**

2. **Invocation and Pledge of Allegiance**

3. **Proclamation presentations**

4. **Public Hearing: Budget Ordinance Amendments**
   **See Pending Bills and Resolutions*

5. **Approval of Minutes of Previous Meetings**
   a. Town Council Meeting – February 13, 2020
   b. Special Called Council Meeting – February 19, 2020
   c. Special Called Council Meeting (Workshop) – February 21, 2020

6. **Approval of Council Committee Reports**
   a. Parks and Recreation Committee Report – Monday, March 9, 2020
   b. Planning and Development Committee Report – Monday, March 9, 2020
   c. Public Safety Committee Report – Monday, March 9, 2020
   d. Public Works Committee Report – Monday, March 9, 2020
   e. Finance Committee Report – Monday, March 9, 2020

7. **Public Comment** – ***For items on the March 12, 2020 Town Council meeting agenda only***

8. **Petitions:**
   a. Petition by Thomas A. Limehouse to annex Dorchester Co. TMS#s 129-05-10-003, -004, -005, -006, -007, -008, and -009; 129-05-09-007, -008, -009, -010, -011, -012, -013, and -014; and 129-09-06-009, -010, and -011, located along Renau Blvd., Major Dr., Michele Dr., and Richard Dr.;18 parcels and two quit-claimed unimproved right-of-ways totaling approximately 8.5 acres. Currently zoned R-1(M), Single-Family Residential Manufactured Housing in Dorchester County and will be zoned GR-5, General Residential, upon annexation into the Town of Summerville's municipal limits. (Council District 4) Planning Commission held a public hearing and made a recommendation for approval at their meeting on February 24, 2020. The Planning and Development Committee voted to send the item to full Council with a recommendation for approval at their meeting on March 9, 2020.

9. Pending Bills and Resolutions:

a. Second and final reading of an ordinance to amend the 2020 fiscal year budget to reduce the Parks and Recreation Division Budget in the amount of $198,662 and to increase the Streets Department in the amount of $198,662 for the transfer of the Right of Way crews from the Parks and Recreation Division to Streets Department; and to increase the Police Department budget by $67,644.93 of the Police Department capital budget to cover associated costs for the purchase of new police vehicles. Vehicles that were ordered will not be produced.
b. Second and final reading of an ordinance to amend the 2020 fiscal year budget to provide funds for the salary of the position of Administrative Assistant to the Mayor under the Administration Department. Funds to come from fund balance.

10. Introduction of Bills and Resolutions

a. First reading of an ordinance to amend the Summerville Unified Development Ordinance, Chapter 13, Section 13.5.2.A, Site Analysis. Planning Commission held a public hearing and made a recommendation for approval at their meeting on February 24, 2020. The Planning and Development Committee voted to send to full Council with a recommendation for approval at their meeting on March 9, 2020.
b. First reading of an ordinance to amend the 2020 fiscal year budget to increase the budget for the Buildings / Inspections / Codes Department.

11. Miscellaneous

a. Resolution to amend the Town of Summerville organizational chart
b. Discussion of rental policies for Town-owned facilities
c. Discussion of land agreement with Dorchester County for a future Town fire station
d. Consideration to dissolve intergovernmental agreement with Dorchester County regarding stormwater management
e. Discussion of and consideration to dissolve the contract with ZenCity
f. Consideration for staff to pursue negotiations with CPW for land lease for temporary debris storage site
g. Approval to give $180,000 of Local Hospitality and Accommodations Tax funds to Public Works Art Center
h. Resolution to authorize Town Attorney GW Parker to sign closing documents for the 1.18 acres immediately adjacent to the Town-owned property in Oakbrook near Bend on the Ashley

12. Public Comment (open)

13. Executive Session – Legal matter

a. To receive legal advice regarding condemnation in the Maple Street Extension project

14. Other Business

a. Action to be Taken by Council Related to Executive Session

Mayor
Ricky Waring

Council Members:
Bob Jackson
Walter Bailey
Aaron Brown
Christine Czarnik
Kima Garten-Schmidt
William McIntosh

Town Administrator
Colin L. Martin

Town Clerk
Beth Messervy

Town Attorney
G.W. Parker

Town of Summerville

COUNCIL MEETING MINUTES
February 13, 2020

ATTENDANCE
Present: Mayor Ricky Waring, Councilmembers Kima Garten-Schmidt, Walter Bailey, Aaron Brown, Bob Jackson and Bill McIntosh. Councilman Terry Jenkins was absent. A quorum was present. Staff was also present. Public and press were duly notified and present.

CALL TO ORDER
The regular monthly meeting of Summerville Town Council was called to order at 6:00pm on Thursday, February 13, 2020 by Mayor Waring. The meeting was opened with prayer led by Councilmember Aaron Brown, followed by the Pledge of Allegiance.

PRESENTATIONS / RECOGNITIONS
Mayor Waring presented a proclamation for Burn Awareness Week to the local Shriners. He also recognized the local Boy Scout troop members that were in attendance.

APPROVAL OF MINUTES
Mr. McIntosh made a motion, seconded by Mr. Brown, to approve the combined minutes of the January 13, 2020, January 15, 2020, January 21, 2020, January 23, 2020, January 29, 2020 and January 31, 2020 Council meetings. The motion carried unanimously, and the minutes were accepted into record.

APPROVAL OF STANDING COMMITTEE MINUTES
Mr. McIntosh made a motion, seconded by Mr. Bailey, to approve the combined minutes of the Parks and Recreation Committee and Finance Committee minutes from the February 10, 2020 meetings. The motion carried unanimously, and the minutes were accepted into record.

PUBLIC COMMENT (Items on the 2/13/20 agenda)
William (last name unknown) of the Bridges of Summerville voiced his concern with the increase in deer population in his neighborhood. The deer are ruining the yards of the residents. Mayor Waring asked Russ Cornette to look into the problem.

Linda Whetsell of 108 Atlantic Street stated that she was not aware that DREAM offered free ice skating rink tickets for underprivileged children. She also inquired about the flooding on Atlantic Street. Mayor Waring advised staff to look into the flooding problem.

PETITIONS: n/a

PENDING BILLS AND RESOLUTIONS
Mr. Jackson made a motion, seconded by Mr. Brown, to approve on second and final reading of ordinance to amend the Summerville Unified Development Ordinance, Chapter 2, Section 2.4.2, Neighborhood Mixed-Use (N-MX); Chapter 3, Section 3.3, Table of Permitted Uses, Section 3.4.5.A, Adult Establishment, and 3.6.1.B, Permitted Temporary Uses; Chapter 4, Section 4.3.1, Applicability; Chapter 8, Section 8.3.3.E.2, Other Preservation Areas; Chapter 13, Section 13.1.2, Conformity With Code, Section 13.3.1, General Provisions For All Boards And Commissions, Section 13.4.7.B, Vested Rights And Expiration Of Approvals, Section 13.6.2.B.3, Application Forms And Fees, Section 13.8.1.B, Certificate Of Appropriateness (Minor), Section 13.11.2.D, Planned Unit Development Districts; and Chapter 14, Section 14.1.2, Violations Generally, Section 14.3.2.B.3, Other Remedies And Penalties. The motion carried unanimously.

INTRODUCTION OF BILLS AND RESOLUTIONS
Mr. McIntosh made a motion, seconded by Mr. Jackson, to consolidate items A and B of this section into one budget amendment ordinance. Some discussion followed. The motion carried. Mr. Jackson made a motion, seconded by Mr. Bailey, to approve first reading of an ordinance to amend the 2020 fiscal year budget to reduce the Parks and Recreation Division Budget in the amount of $198,662 and to increase the Streets Department in the amount of $198,662 for the transfer of the Right of Way crews from the Parks and Recreation Division to Streets Department; and to amend the 2020 fiscal year budget to increase the Police Department budget by $67,644.93 of the Police Department capital budget to cover associated costs for the purchase of new police vehicles. Vehicles that were ordered will not be produced. The motion carried unanimously.

MISCELLANEOUS
Russ Cornette, Director of Public Works, presented four potential road projects for 2020: Magnolia Street railroad crossing, Cedar Street extension to Berkeley Circle, US-78 & Cedar Street intersection, and Central Avenue/Woodward Boulevard intersection improvements. Some discussion followed regarding projected cost. Mr. McIntosh made a motion, seconded by Mr. Brown to authorize staff to pursue the Cedar Street extension and the Magnolia RR crossing

projects and to deliver a report about the viability of those two projects to Council. The motion carried unanimously.

Mr. Cornette presented three potential sidewalk projects for 2020: Lee Street, West 5th South Street, and West Richardson Avenue. Some discussion followed. Ms. Garten-Schmidt made a motion, seconded by Mr. Jackson, to authorize staff to pursue the Lee Street sidewalk project and to return with an estimate. The motion carried unanimously. Mr. Bailey made a motion, seconded by Mr. McIntosh, to research the possibility of a sidewalk on Sumter to Main Street. The motion carried unanimously.

Mr. Cornette presented two potential drainage projects: Springview Lane in Oakbrook and the area between North Magnolia and North Gum Street near US-78. Some discussion followed regarding cost. Mr. Jackson made a motion, seconded by Mr. Bailey, to authorize staff to study both areas. The motion carried unanimously.

PUBLIC COMMENT (open)

Jane Ellis encouraged Council to consider putting power lines underground in the historic district of Summerville.

Linda Whetsell of 108 Atlantic Street voiced her concerns that there is no affordable housing for senior citizens. She also stated that the dust, noise, and lack of waste management service on her street are problems. Ms. Whetsell expressed her concern about the potholes on Germantown Road.

John Mott of Luden Drive asked Council to consider a multi use path on Lee Street instead of a traditional sidewalk. He also invited Council to visit the Sawmill Branch Trail.

Kristina Owen of 311 East 1st North Street stated that she is opposed to the short term rental regulations specified in the adopted Unified Development Ordinance.

Robbie Owen of 311 East 1st North Street stated that he believes that the hotels in the area influenced the decision of Council to adopt the new short term rental requirements as set forth by the UDO.

EXECUTIVE SESSION

Mr. McIntosh made a motion, seconded by Mr. Bailey, to forgo entering in to Executive Session as it was not necessary to discuss the personnel matter related to the appointment to the Commercial Design Review Board. The motion carried unanimously.

OTHER BUSINESS

Mr. Bailey made a motion, seconded by Ms. Garten-Schmidt, to appoint Chris Karpus to the Commercial Design Review Board to fulfill the vacant seat that is required to be filled by an architect. The motion carried unanimously.

ADJOURN

There being no further business, the meeting adjourned at 7:11pm on motion of Mr. McIntosh, seconded by Mr. Jackson.

Respectfully Submitted,

APPROVED:

Beth Messervy, Town Clerk

Ricky Waring, Mayor

Ricky Waring, Mayor

Council Members:
Bob Jackson
Walter Bailey
Aaron Brown
Terry Jenkins
Kima Garten-Schmidt
William McIntosh

Town Administrator
Colin L. Martin

Town Clerk
Beth Messervy

Town Attorney
G.W. Parker

Town of Summerville
SPECIAL CALLED COUNCIL MEETING MINUTES
February 19, 2020

ATTENDANCE

Present: Mayor Waring, Councilmembers Terry Jenkins, Walter Bailey, Kima Garten-Schmidt, and Bill McIntosh. Absent: Councilmembers Aaron Brown and Bob Jackson. A quorum was present. Staff was also present. Public and press were duly notified. The meeting was held in Council Chambers at 200 South Main Street, Summerville, SC and live streamed on the Town's website.

CALL TO ORDER

Mayor Ricky Waring called the Special Called Council meeting to order at 5:00pm on Wednesday, February 19, 2020.

ORDINANCE:

Mr. McIntosh made a motion, seconded by Ms. Garten-Schmidt, to approve first reading of an ordinance to amend the 2020 fiscal year budget to provide funds for the salary of the position of Administrative Assistant to the Mayor under the Administration Department. Funds to come from fund balance. The motion carried unanimously.

ADJOURN:

Mr. McIntosh made a motion, seconded by Mr. Jenkins, to adjourn the meeting. There being no further business, the meeting adjourned at 5:01pm with a unanimous vote.

Respectfully submitted:

Beth Messervy, Town Clerk

APPROVED:

Ricky Waring, Mayor

Ricky Waring, Mayor

Council Members:
Bob Jackson
Walter Bailey
Aaron Brown
Terry Jenkins
Kima Garten-Schmidt
William McIntosh

Town Administrator
Colin L. Martin

Town Clerk
Beth Messervy

Town Attorney
G.W. Parker

Town of Summerville
SPECIAL CALLED COUNCIL MEETING MINUTES
February 21, 2020

ATTENDANCE

Present: Mayor Waring, Councilmembers Terry Jenkins, Walter Bailey, Aaron Brown, Bob Jackson, Kima Garten-Schmidt, and Bill McIntosh. A quorum was present. Staff was also present. Public and press were duly notified. The meeting was live streamed on the Town's website. The meeting was held at the Wampee Conference Center in Pinopolis, SC.

CALL TO ORDER

Mayor Ricky Waring called the Special Called Council meeting to order at 9:05am on Friday, February 21, 2020.

INTRODUCTION:

Town Administrator Colin Martin gave a brief introduction of the topics to be discussed during the workshop.

PRESENTATIONS:

The following information was presented to Council:

Economic Development in Government: This was presented by John Truluck, the Director of Economic Development for Dorchester County, and Michael Lisle, the Economic Development Coordinator for the Town. Mr. Truluck and Mr. Lisle answered questions from Council after their presentations regarding economic development and annexations.

Artificial Intelligence: This was presented by Mary Edwards, the Town's Public Information Officer. Ms. Edwards gave a presentation on ZenCity, the software implemented by staff to monitor social media posts regarding the Town. Ms. Edwards and Mr. Martin answered questions from Council regarding cost, privacy, and application of the ZenCity software.

Change of Fiscal Year: This was presented by Andrew Shelton, the Town's Director of Finance. Mr. Shelton presented the topic of a change from a January-December budget to a July-June budget. He answered questions from Council regarding the implications of changing the budget year, as well as the options for the process to change.

**Council recessed at 12:30pm for lunch and reconvened at 1:30pm.

Comprehensive Facilities Master Plan: Brent Green with Creech and Associates presented a plan for improving the existing and building new facilities for the Town of Summerville. Two options were presented to Council. Mr. Green answered questions from Council regarding the time frame of the projects as well as how the Lowcountry Rapid Transit System would fit into the plan.

Economic Model Review and Facilities Affordability: David Cheatwood with First Tryon gave a presentation on the different ways that the Town could fund the comprehensive master facilities plan as presented earlier.

OpenGov: Colin Martin gave a presentation on enterprise cloud solutions for government with OpenGov software, which improves the budgeting and planning processes, as well as citizen engagement.

GENERAL DISCUSSION:

Colin Martin made a suggestion that the Town Council and staff begin meeting with Dorchester County, Dorchester District 2, and the Chamber of Commerce to coordinate their efforts that are being done in their shared area. Several Councilmembers agreed that this was a good idea.

Mayor Ricky Waring thanked Mr. Martin and the staff for putting together the workshop and presentations.

ADJOURN:

There being no further business, the meeting adjourned at 3:28pm.

Respectfully submitted:

Beth Messervy, Town Clerk

APPROVED:

Ricky Waring, Mayor

TOWN OF SUMMERVILLE PARKS & RECREATION DEPARTMENT

"Creating Sense of Place Through Parks & Play"

TO: Beth Messervy, Town Clerk

CC: Colin Martin, Town Administrator

FROM: Amy Evans, Parks & Recreation Director

DATE: March 11, 2020

RE: Parks & Recreation Committee Minutes

The Parks & Recreation Committee met on Monday, March 9, 2020 in the Council Chambers of the Town Hall Annex. Aaron Brown, Kima Garten-Schmidt, Bob Jackson and Amy Evans were present. Members of the press were duly notified and present. Chairman Bob Jackson called the meeting to order at 5:30PM.

1) Mountain Bike Trail Naming – Amy Evans provided an update on the mountain bike trail being developed by volunteers off of the Sawmill Branch Trail. There is approximately 2.5 miles completed. Collin Papke was recognized for his lead role in this project and presented the name Sawmill Ridges to the committee. Mr. Brown inquired about a ribbon-cutting. No action was taken.
2) Discussion of rental policies for Town owned facilities
    a. Inconsistencies for when facilities can be reserved were noted by staff. All facilities will allow reservations up to one year in advance. These can be booked online. Reservations within 30 days would need to be made over the phone or in person and would be subject to approval.
    b. It was proposed that in addition to beer and wine, alcohol be allowed at facility rentals. Amy shared that different facilities are currently held to different requirements for beer and wine. To be consistent, all groups will be required to obtain an alcohol permit from the Town of Summerville, hire an off-duty police officer through the Summerville Police Department, and provide the Town with a copy of liability insurance for personal liability coverage in the minimum amount of $300,000 for an individual or $1,000,000 for an organization. Some discussion ensued. Mr. Jackson mentioned that staff may want to consider the number of police officers

required based on the size of the group. Amy Evans will continue to work with GW Parker to clarify special circumstances such as the sale of alcohol at facilities.

3) Update on Oakbrook nature trail improvements- The condition of the trails were noted by staff on a walk-thru on February 25, 2020. Replacement of these boardwalks and bridges will start this week.
4) Introduction of 2020 Summer Camp guide- This is the first year Summerville will be offering Summer Camps at Rollins Edwards Community Center. Offerings are very diverse from traditional sports to drama, magic and cooking camp. Registration will be opening next week.
5) Other business- Aaron Brown expressed concern about not having tables and chairs at Rollins Edwards Community Center for rental groups. This will be discussed at the April Committee Meeting.

With no other business to discuss, Ms. Garten-Schmidt made a motion (seconded by Mr. Brown) to adjourn. Motion passed unanimously and the meeting adjourned at 5:44 PM.

Sincerely,
Amy Evans
Director, Parks & Recreation

PLANNING AND DEVELOPMENT COMMITTEE
REPORT for
March 9, 2020
5:30 PM
TOWN HALL – Council Chambers
200 S. Main Street, Summerville, SC

The Planning and Development Committee of Town Council met on March 9, 2020 immediately following the Parks and Recreation Committee. The meeting was held in the Council Chambers of Town Hall, 200 S. Main Street, Summerville, SC. Committee members present included Bill McIntosh, Council District 4, Bob Jackson, Council District 6, and Terry Jenkins, Council District 2. Staff members present included Jessi Shuler, AICP, Director of Planning; and other Town staff.

The meeting was called to order at 5:45 PM by Mr. McIntosh.

Annexation:
Ms. Shuler introduced the petition by Thomas A. Limehouse to annex Dorchester Co. TMS#s 129-05-10-003, -004, -005, -006, -007, -008, and -009; 129-05-09-007, -008, -009, -010, -011, -012, -013, and -014; and 129-09-06-009, -010, and -011, located along Renau Blvd., Major Dr., Michele Dr., and Richard Dr.;18 parcels and two quit-claimed unimproved right-of-ways totaling approximately 8.5 acres. Currently zoned R-1(M), Single-Family Residential Manufactured Housing in Dorchester County and will be zoned GR-5, General Residential, upon annexation into the Town of Summerville's municipal limits.. She stated that this annexation would be in Council District 4, and the Planning Commission held a public hearing and recommended approval at their meeting on February 24, 2020. Mr. McIntosh questioned how many lots could be developed and how the properties would be accessed in comparison to the current 18 lots in the County. Ms. Shuler explained that the property owner had been through Dorchester County's Planning Commission to rezone the properties to R-4 for townhomes, but after hearing concerns from residents in both Pine Forest Country Club and Pine Hill Acres, he decided to pause the rezoning process to incorporate input from the public. She noted that with the GR-5 zoning in the Town, the development would have to meet the open space/park space requirements and provide for stormwater management, which would take away from the number of lots. Mr. McIntosh asked for clarification on the open space requirements, and Ms. Shuler confirmed that the ordinance required 10% open space and 15% park space, but that some credits could be given if the property is within a certain distance from an existing park/open space or if they amenitize their ponds with trails, docks, etc. Mr. McIntosh asked for confirmation that even though the zoning allowed for five lots per acre, the other requirements would prevent the development of 40 lots, and Ms. Shuler confirmed that he was correct. Following the discussion, Mr. Jackson made a motion to send the annexation to full Council for first reading, and Mr. Jenkins made the second. The motion passed unanimously.

UDO Amendment:
Ms. Shuler then introduced the proposed amendment to the Summerville Unified Development Ordinance, Chapter 13, Section 13.5.2.A, Site Analysis. She stated that Planning Commission held a public hearing and recommended approval at their meeting on February 24, 2020. Ms. Shuler explained that this this amendment wasn't actually changing the requirements, but providing clarification for where to find more detailed information that wasn't included in the actual ordinance, such as for tree surveys. The Committee members asked for clarification on what types of information would be included in the Development Standards Manual, and Ms. Shuler explained that it would mainly include construction details, such as the tree protection fencing, and other best management practices that may change as new technology and research is done, which is why it would be in a separate manual. She compared it to the Stormwater Manual. Councilman Bailey questioned if Council would receive a copy of the manual as he has had complaints from contractors about having to use chain-link fencing for tree protection fencing, and Ms. Shuler explained that that requirement is actually included in the UDO based on guidance from the SC Forestry Commission and TreesSC – it would just be the actual graphic to be included in civil construction drawings that would be in the manual. Following the discussion, Mr. Jackson made a motion to move the amendment to full Council for first reading, and Mr. Jenkins made the second. The motion passed unanimously.

Following no additional business or discussion, the meeting was adjourned at 5:55 PM on a motion by Mr. Jenkins, and a second by Mr. Jackson.

Respectfully submitted,

Jessi Shuler, AICP
Director of Planning

March 10, 2020

PUBLIC SAFETY COMMITTEE MEETING
Council Chambers – Third Floor of Annex Building
Monday, March 9, 2020

The Public Safety Committee met on Monday, March 9, 2020 in the Council Chambers, third floor of the Annex Building. Present for the meeting were Aaron Brown, Walter Bailey, Terry Jenkins and Chief Richard Waring. Other staff members, members of the press and members of the public were duly notified and also present.

Chairman Brown called the Public Safety Committee meeting to order at approximately 5:45 pm.

Chief Waring provided a draft of a land for service agreement between Dorchester County and The Town of Summerville for the purpose of a new Town fire station. There was some brief discussion by the committee. Walter Bailey proposed a motion and seconded by Terry Jenkins to have the corporate council revise the draft agreement and send back to the committee for more discussion.

Mr. Bailey made a motion, seconded by Mr. Jenkins to adjourn the meeting at 6:08 pm. The motion carried unanimously.

Respectfully Submitted,

Ella C. Knox

Ella C. Knox

Mayor
Ricky Waring

Council Members:
Bob Jackson, Mayor Pro-Tem
Walter Bailey
Aaron Brown
Terry Jenkins
Kima Garten-Schmidt
William McIntosh

Town Administrator
Colin L. Martin

Town Clerk
Beth Messervy

Town Attorney
G.W. Parker

Town of Summerville

MINUTES -- PUBLIC WORKS COMMITTEE MEETING
March 9, 2020

The meeting was called to order at 6:40pm by Chair Kima Garten-Schmidt. Committee members Terry Jenkins and Walter Bailey were also present. Also in attendance was Director of Public Works Russ Cornette, Press and public were duly notified of the meeting.

Mr. Cornette presented updates on the following projects:

a. **Road Resurfacing:** Staff developed a list of state and town-maintained roads compiling eight miles to include on a road repair and resurfacing contract. The project was bid and two bids were received. The low bid from Banks Construction Company for $1,632,706.18, and will be on the Finance Committee agenda later tonight. $522,000 has been allocated from the Dorchester County Transportation Committee to cover the costs of the state roads. The balance of the contract cots will come from budgeted capital projects. The list of roads is below.

Town Roads	Subdivision	State Roads	Subdivision
Aulds Lane	Brownsville	Garbon Road	Gahagan to Boundary
Reneau Blvd	PFCC	Palmetto Street	Summerville
Ford Court	Brownsville	Shepard Lane East	Tea Farm
Burton Avenue	Corey Woods	Shepard Lane West	Tea Farm
Bambert Street	South Pointe	Elizabeth Street	Tea Farm
Palmetto Street	Summerville	Walker Drive East	Tea Farm
Simmons Avenue	Summerville	Sebring Court	Tea Farm
Shepard Lane East	Tea Farm	Blocker Lane	Summerville
Nottingham Court	Crichton Parish		
Rushton Place	Crichton Parish		
Hasting Way	Crichton Parish		
Brighton Lane	Crichton Parish		
Plantation Circle	Newington		
Olympic Club	PFCC		

Luke Avenue West	Summerville
Elizabeth Street	Tea Farm
Pekoe Court	Tea Farm
Lipton Drive	Tea Farm
Egret Lane	Oak Knoll
Duck Blind Court	Boykin Creek

b. **Bear Island Road.** All permits for the project have been acquired. The Finance Committee approved a requisition for $6,395,786.33 for Banks Construction in June 2019. Banks Construction mobilized and began clearing operations on July 8. Progress on the project Construction is expected to be completed in September 2020. The project is approximately 62% completed.
c. **Maple Street.** Michael Baker, Inc is currently conducting right-of-way acquisition for Maple Street. Right-of-way acquisition is expected to be completed in May 2020. Final construction documents are being prepared and will be submitted to SCDOT for review by early April. Project is expected to be ready to bid in late summer or early fall of 2020.
d. **Shepard Park Drainage.** Final design work is underway for permitting and construction. Permit submittals are prepared and have been submitted for review.
e. **Parkwood Drive Sidewalk**. All design and permitting work are completed and permits are in hand. The purchased order was approved in October and the contractor is waiting on utilities to relocate a couple boxes. The contractor has mobilized and construction is well underway. Construction completion is expected in April 2020.
f. **Central Avenue Sidewalk Project.** J. Bragg Consulting, Inc was selected to design and permit the sidewalk project. Surveying work and preliminary design work are underway. A conceptual plan was submitted and staff is reviewing the plan. Final plans are expected to be completed summer 2020.
g. **Carolina Avenue Traffic Calming.** Staff has met with the surveyor and discussed the scope of work. The surveyor has begun surveying the five intersections and the two median locations, but the weather has prevented him from finishing. Once the survey is completed, staff will design each realigned intersection and median location internally.

Intergovernmental Agreement with the Town of Summerville and Dorchester County Regarding Stormwater Management. On the 2019 property tax bills, Dorchester County billed town properties $450,337.53 for Dorchester County stormwater fees. The County justifies the billing of stormwater fees because the IGA states they will perform three of the six minimum control measures required in the MS4 Stormwater permit issued by SCDHEC. The first two minimum control measures are performed by Clemson University and the Ashley Cooper Stormwater Education Consortium regarding public education and public outreach regarding stormwater quality. The annual fee to the consortium is $25,000 for these services. The third measure is outfall inventory, illicit discharge detection and dry weather sampling. Dry weather sampling is not required due to the types of water quality impairments in Summerville. The Stormwater Department is hiring a new position that will cover illicit discharge detection inspections, and additional inventory collections. Dissolving the IGA with Dorchester County will save Summerville residents and businesses $450,337.53 annually. Mr. Bailey made a motion, seconded by Mr. McIntosh, to move the item to full Council for consideration to dissolve the agreement. The motion carried unanimously.

Temporary Debris Storage Site. For the past couple years staff has been searching for an appropriate site to temporarily store storm debris for when the need arises. The Town owns and operates the solid waste transfer station at Yancey Street which is sufficient for small events and daily yards debris collections. Should the Town experience a Category 2 hurricane or larger, or a major ice storm, the Town does not have a site large enough to store debris that would be generated. I've attempted to collaborate with Dorchester County in sharing their sites, but have been unsuccessful since the sites they use are not large enough for the amount of debris Summerville and Dorchester County would both generate. Since 2014, the Town has experienced an ice storm, a major flood, 7" snow storm, and four hurricanes. Two of those hurricanes, the flood of 2015 and the ice storm generated vegetative and household debris. Hurricane Matthew in 2016 generated more debris than there was space for at the Yancey Street site, and it was a weak category 2 storm that glanced the Charleston coast. The Town used the cleared road R/W of Maple Street when the new interchange was being constructed. Hurricane Dorian in 2019 was a weak Cat 1 storm and generated over 30,000 cubic yards of debris. The Yancey Street site was barely large enough to store the debris that was generated from Dorian. Mr. McIntosh made a motion, seconded by Mr. Bailey, to send the item to full Council for staff to pursue a negotiation with CPW on a land lease for the temporary debris storage site. The motion carried.

Stop Sign Request – Old Postern Road and Quinby Street. Staff received a request from a resident to install additional stop signs to convert the intersection of Old Postern Road and Quinby Street into a 3-way stop intersection. The purpose of the request is for traffic calming. Staff recommends allowing the Police Department to conduct a speed study on the street.

Mr. Bailey made a motion, seconded by Mr. McIntosh, to adjourn. The motion carried unanimously, and the meeting adjourned at 6:31pm.

Respectfully submitted,

Beth Messervy

Beth Messervy, Town Clerk

TOWN OF SUMMERVILLE
FINANCE COMMITTEE REPORT
March 9, 2020

The Finance Committee met on Monday, March 9, 2020 in Council Chambers on the third floor of the Annex building at 200 South Main Street. Present were Mayor Waring and Committee members Bob Jackson, Aaron Brown, Walter Bailey, Kima Garten-Schmidt, Terry Jenkins and Bill McIntosh. Also present were Town Clerk Beth Messervy and Town Attorney G.W. Parker. Other staff members, members of the press and members of the public were duly notified and also present.

Welcome	Mayor Waring welcomed everyone and called the meeting to order at 6:40pm.
Presentation of Financial Report	Andrew Shelton presented the February 2020 financial report. The report was accepted as information.
Public Works Art Center Presentation	Will Rizzo with the Public Works Art Center gave a presentation on the non-profit's progress with renovating the old CPW building on West Richardson Avenue. Mr. Rizzo asked Council for $180,000 from Local Hospitality and Accommodations Tax funds to complete the renovations on the building. Mr. Jenkins made a motion, seconded by Mr. Jackson, to move the item to full Council for approval. The motion carried unanimously.
Financial Requisitions	Mr. Brown made a motion, seconded by Mr. Jackson to approve a purchase order in the amount of $26,800.20 to RY Design Services LLC for the design and permitting of North Hickory Sidewalk. Funds to come from Approved Federal Grant, Community Development Block Grant. Request from Engineering. The motion carried unanimously. Mr. McIntosh made a motion, seconded by Mr. Jackson, to approve a purchase order to Banks Construction for $1,632,706.18 for road resurfacing to come from budgeted capital. $522,000 will be reimbursed by the Dorchester County Transportation Committee. Request from Public Works. The motion carried unanimously. Mr. Jackson made a motion, seconded by Mr. Brown, to approve a purchase order to Cooper Motor Company in the amount of $62,527.23 for a Ram 5500 Medium Duty Crew Cab Flatbed Truck, from Budgeted 2020 capital funds. Purchased through shared contract with Lexington County, SC. Request from Streets Department. The motion carried unanimously. Mr. Brown made a motion, seconded by Mr. Jenkins, to approve a purchase order to Kustom Signals in the amount of $30,033.34 (Radar Units for new vehicles) 2020 Budgeted Capital Funds on State Contract. Request from Police Department. The motion carried unanimously.

	Ms. Garten-Schmidt made a motion, seconded by Mr. Bailey to enter into a 36 month lease with Hewlett-Packard for 100 GTAC tablets in the amount of $6,726.24 each month. Funds to come from 911 funds. The current lease is ending this year. This is a state contact. Request from Police Department. The motion carried unanimously. Mr. Jackson made a motion, seconded by Mr. Brown, to approve a purchase order to Blanchard Machinery Co. in the amount of $44,997.00 for the purchase of a Mini-Excavator that is on State Contract. Funds to come from Insurance Proceeds and request any difference to be applied from Fund Balance. Request is from Parks and Recreation. This purchase is to replace machinery stolen from Parks and Recreation location. The motion carried unanimously.
Vehicle Surplus	Mr. Jackson made a motion, seconded by Mr. Bailey, to approve the surplus and sale of the following Parks and Recreation equipment: 1999 New Holland Backhoe and 1992 John Deere Tractor. The motion carried unanimously. Mr. Jackson made a motion, seconded by Mr. McIntosh, to approve the surplus and sale of the following Streets Department equipment: 1. 1998 Chevrolet C-8500 debris truck. 2. 1998 International 4900 dump truck. 3. 2007 Freightliner M2-106 leaf vacuum truck. 4. Lee Boy 250 gal tack distributor trailer. The motion carried unanimously.
Discussion of Fiscal Year Change	Andrew Shelton, Director of Finance, presented more information regarding the change from a January 1-December 31 budget year to a July 1 -June 30 fiscal year. He stated that the Town Attorney would have to review the ordinances regarding the budget process in order to make the appropriate changes with the new fiscal year. Mr. McIntosh made a motion, seconded by Mr. Jackson, to move the item to full Council in April for consideration of an ordinance change.
Interchange 197 Landscaping Proposal	Amy Evans, Director of Parks and Recreation, presented a conceptual plan and quote of $245,509 to the Finance Committee for consideration to assist monetarily with the landscaping design of Interchange 197. Some discussion followed regarding the lack of signage for "Summerville" on the signs at that interchange. Brent Gibradlo with Nexton stated that Nexton is in full support of additional signage being installed at the intersection to direct people to Summerville. The committee requested that Ms. Evans take the information received by the committee to the SCDOT and Nexton.
Discussion of Upcoming Council Agenda Items	Mr. McIntosh made a motion, seconded by Mr. Jenkins, to include a discussion and action on the contract with ZenCity. The motion carried unanimously. Town Attorney GW Parker asked that a resolution authorizing him to sign the closing documents for the Oakbrook land purchase. The committee approved his request.

Adjourn

Mr. Jenkins made a motion, seconded by Mr. Brown, to adjourn. The motion carried unanimously, and the meeting adjourned at 7:22pm.

Respectfully submitted,

Beth Messervy
Town Clerk

ORDINANCE

TO ANNEX TO, AND INCORPORATE WITHIN THE CORPORATE LIMITS OF THE TOWN OF SUMMERVILLE, THESE PARCELS OWNED BY THOMAS A. LIMEHOUSE, ADJACENT TO THE BOUNDARY LINE OF THE TOWN, AS DESCRIBED ON THE DEEDS AND PREPARED PLATS ATTACHED HERETO AND INCORPORATED BY REFERENCE:

WHEREAS, the owner of the real estate designated as Dorchester County TMS #129-05-10-003, -004, -005, -006, -007, -008, and -009; 129-05-09-007, -008, -009, -010, -011, -012, -013, and -014; and 129-09-06-009, -010, and -011, located along Renau Blvd., Major Dr., Michele Dr., and Richard Dr.;18 parcels and two quit-claimed unimproved right-of-ways totaling approximately 8.5 acres, has petitioned the Town Council of the Town of Summerville to annex into the Town of Summerville.

NOW, THEREFORE BE IT ORDAINED by the Mayor and Members of Town Council duly assembled;

SECTION I. That the described land on the attached deeds and prepared plats, contiguous to the boundary of the Town of Summerville is hereby annexed to, taken into and made a part of the Town of Summerville and including the public roadway(s) immediately adjacent to the property lines of the parcel for the purposes of providing public service to the parcel.

SECTION II. That the properties above described and hereby annexed shall be Zoned GR-5 "General Residential" and be classified as GR-5 "General Residential" under the Zoning Ordinance of the Town of Summerville.

Ratified this _____ day of _____, 2020 A.D.

_____
Richard Waring, Mayor

_____
Beth Messervy, Town Clerk

PUBLIC HEARING: February 24, 2020

FIRST READING: March 12, 2020

SECOND READING: _____

STATE OF SOUTH CAROLINA)

COUNTY OF Dorchester

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND TOWN COUNCIL OF SUMMERVILLE

WHEREAS, SECTION 5-3-150 (3) Code of laws of South Carolina provides for the annexation of an area or property which is contiguous to a Town by filing with the municipal governing body a petition signed by all persons owning real estate in the area requesting annexation, and

WHEREAS, the undersigned are all persons owning real estate in the area requesting annexation, and

WHEREAS, the area requesting annexation is described as follows, to wit:

SAID PROPERTY, located at see attached location map (approximately 8.5 acres) to be annexed is identified by the Dorchester County Assessor's Office as Property Identification Number: TMS # see attached list to include, if necessary to establish contiguity, any road, waterway, easement, railroad track, marshland or utility line that intervenes between this property and the municipal limits of the Town of Summerville.

NOW, THEREFORE, the undersigned petition the Town Council of Summerville to annex the above described area into the municipal limits of the Town of Summerville.

Dated this 29th day of Jan. 2020

FREEHOLDERS (OWNERS) SIGNED

(Signature)

Thomas A Linehouse

(Print Name)

DATE OF SIGNATURE

1/29/2020

(Date)

(Date)

(Signature)

(Print Name)

Limehouse Tract Rezoning Request			
TMS#	Acreage	Recorded Plat	Recording Date
129-05-10-009.000	0.459	Bk 26 Pg 277	11/20/1978
129-05-10-008.000	0.467	Bk 16 Pg 119	7/2/1967
129-05-10-007.000	0.451	Bk 16 Pg 119	7/2/1967
129-05-10-006.000	0.445	Bk 16 Pg 119	7/2/1967
129-05-10-005.000	0.475	Bk 16 Pg 119	7/2/1967
129-05-10-004.000	0.45	Bk 16 Pg 119	7/2/1967
129-05-10-003.000	0.452	Bk 16 Pg 119	7/2/1967
129-05-09-014.000	0.462	Bk 16 Pg 119	7/2/1967
129-05-09-013.000	0.473	Bk 16 Pg 119	7/2/1967
129-05-09-012.000	0.466	Bk 16 Pg 119	7/2/1967
129-05-09-011.000	0.463	Bk 16 Pg 119	7/2/1967
129-05-09-010.000	0.457	Bk 16 Pg 119	7/2/1967
129-05-09-009.000	0.481	Bk 16 Pg 119	7/2/1967
129-05-09-008.000	0.462	Bk 16 Pg 119	7/2/1967
129-05-09-007.000	0.504	Bk 16 Pg 119	7/2/1967
129-09-06-010.000	0.445	Bk 16 Pg 119	7/2/1967
129-09-06-009.000	0.463	Bk 16 Pg 119	7/2/1967
129-09-06-011.000	0.451	Bk 16 Pg 119	7/2/1967
Michele Drive			
Richard Drive			

Limehouse Tract Rezoning

This map was created using geoMoQ.com | Mapping Smart Land Decisions

An Ordinance

To amend Ordinance 19-001 Adopting an Operating Budget for the Town of Summerville for the fiscal year 2020

Whereas, 2020 fiscal budget provided in part an amount of $198,662 for the Right of Way Crew for the Parks and Recreation Division; and,

Whereas, the Town of Summerville is desirous to transfer the Right of Way crew to the Streets Department which will require the 2020 budget to be amended to allow for the transfer of these funds from the Parks and Recreation Department; and,

Whereas, the Summerville Police Department budgeted for new vehicles from a dealer who no longer produces the needed type of vehicles necessary for the Summerville Police Department, resulting in the order with a dealer who can supply the necessary vehicles which increased the cost by $67,644.93, will come from the Fund Balance.

NOW THEREFORE:

BE IT ORDAINED, by the Mayor and Council members of the Town of Summerville, in Council assembled that: the fiscal budget for 2020 be amended to reduce the Parks and Recreation Department budget in the amount of $198,662 and to increase the Streets Department budget in the amount of $198,662 for the transfer of the Right of Way Crew from the Parks and Recreation Department to the Streets Department; and,

Amend the 2020 capital budget of the Summerville Police Department by an increase in the amount of $67,644.93 to cover associated costs for the purchase of new police vehicles, said funds to come from the Fund Balance.

It is so ordained this _____ day of _____, 2020.

_____
Richard G. Waring, Mayor

_____
Beth Messervy, Town Clerk

FIRST READING: Feb 13, 2020
PUBLIC HEARING: March 12, 2020
SECOND READING: March 12, 2020

An Ordinance

To amend Ordinance 19-001 Adopting an Operating Budget for the Town of Summerville for the fiscal year 2020

Whereas, 2020 fiscal budget did not provide for the Position of Administrative Assistant to the Mayor or include budgeted funds for that position; and,

Whereas, the duties and schedule of the Mayor have increased to the point where additional staff is now needed; and,

Whereas, Town Council is desirous of creating a position to fulfill this need,

NOW THERFORE:

BE IT ORDAINED by the Mayor and Council members of the Town of Summerville, in Council assembled that:

The staff position of Administrative Assistant to the Mayor is hereby created; and,

The fiscal budget for 2020 is hereby amended to provide funds for the salary of the position of Administrative Assistant to the Mayor, and

It is so ordained this _____ day of _____, 2020.

_____
Ricky Waring, Mayor

_____
Beth Messervy, Town Clerk

First Reading: Feb 13, 2020
Public Hearing: March 12, 2020
Second Reading: March 12, 2020

RATIFIED:

AN ORDINANCE

TO AMEND THE SUMMERVILLE UNIFIED DEVELOPMENT ORDINANCE, SECTION 13.5.2 APPLICATION ELEMENTS, SUBSECTION (A) ENTITLED SITE ANALYSIS, OF THE TOWN OF SUMMERVILLE CODE OF ORDINANCES

BE IT ORDAINED by the Mayor and Council members of the Town of Summerville, in Council assembled, that the Summerville Unified Development Ordinance, Section 13.5.2 Application Elements, subsection (A) entitled Site Analysis is amended as follows:

13.5.2. Application Elements

A. Site Analysis: A Site Analysis is intended to identify forest stands or trees of a uniform size and species; specimen trees of varying sizes and species, particularly free standing or open-grown or field grown trees; a distinctive tree line or forest edge; existing watercourses; previously documented Federal- or State-recognized endangered species habitats; and areas of historic, cultural, or archaeological significance. This requirement provides the Town and the applicant the ability to evaluate the proposed development in order to preserve vegetation, to improve the appearance of the development proposed and to encourage the use of the existing forest and tree canopy, specimen trees, and significant vegetation to satisfy the requirements of this ordinance. ~~It is the expectation that readily available spatial data, including GIS information, will be sufficient for this survey.~~ Tree surveys conducted to meet this requirement shall follow the requirements specified in the Town's Development Standards Manual.

Ratified this _____ day of _____, 2020 A.D.

_____
Richard Waring, Mayor

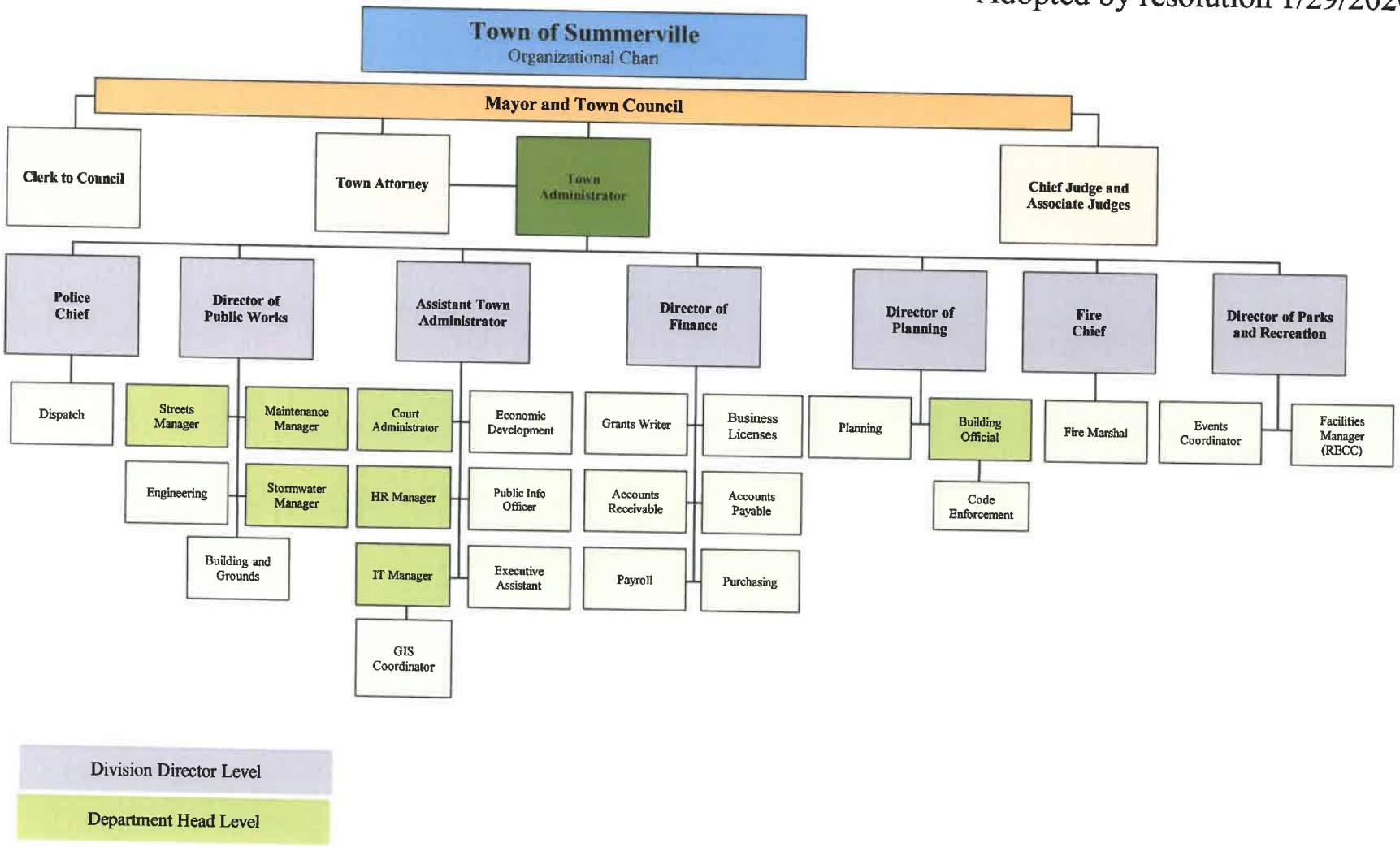
_____
Beth Messervy, Town Clerk

PUBLIC HEARING: February 24, 2020

FIRST READING: _____

SECOND READING: _____

Adopted by resolution 1/29/2020



RESOLUTION

At the Council Meeting of the Town of Summerville, duly assembled on the 12th day of March, 2020, be it hereby resolved that:

WHEREAS, at the regular Council meeting held on January 9th, 2020, the Town Attorney was instructed to negotiate the purchase of a 1.18 acre tract of land adjacent to Town of Summerville property known as Bend on the Ashley for a sum not to exceed $225,000; and,

WHEREAS, an appraisal was ordered which reflects an appraised value of $266,000; and,

WHEREAS, A contract of sale for said property was entered into by and between Oakbrook Partners, LLC and the Town of Summerville for the purchase price of $225,000; and,

WHEREAS, the sale of the 1.18 acre tract is now ready to be consummated; and,

WHEREAS, it will be necessary for a representative of the Town of Summerville to be present at the closing of the sale.

NOW THERFORE, BE IT HEREBY RESOLVED THAT:

_____ is designated to represent the Town of Summerville at said closing and sign all necessary closing documents.

_____
Richard Waring, Mayor

ATTEST:

_____
Clerk to Council

Dated: _____