

**TOWN OF SUMMERVILLE  
FINANCE COMMITTEE REPORT  
FEBRUARY 3, 2016**

The Finance Committee met at 6:30 p.m. on Wednesday, February 3, 2016 in the Council Chambers of the Summerville Municipal Complex. Present were Mayor Wiley Johnson and Council members Walter Bailey, Aaron Brown, Christine Czarnik, Kima Garten-Schmidt, Bob Jackson, and Bill McIntosh. Also present were Town Attorney, G.W. Parker, Director of Administrative Services and Interim Town Administrator, Lisa Wallace and Finance Director Belinda Harper. Other staff members, members of the press and members of the public were also present.

<b>Welcome</b>	Mayor Johnson opened the meeting with prayer followed by the Pledge of Allegiance.
<b>Presentation of Financial Report</b>	Belinda Harper presented the January 2016 financial report. The report was accepted as information.
<b>Presentation from Michael Baker International</b>	Town Engineer, Russ Cornette, briefed the committee on the recent meetings held regarding the Bear Island/Sheep Island Road project. He then introduced representatives of Michael Baker International who gave a presentation on the latest options being proposed which was accepted as information.
<b>Approval of Financial Requisitions</b>	<p>Mr. Brown made a motion, seconded by Mr. Bailey, to authorize a purchase order in the amount of \$25,848 plus tax to Vic Bailey Ford for a ¾ ton Crew Cab pick-up truck on State contract for the Parks Department to be paid from hospitality tax fund balance. The motion carried unanimously.</p> <p>Ms. Garten-Schmidt made a motion, seconded by Mr. Jackson, to authorize a purchase order in the amount of \$85,180 to Triple T Freightliner for a 20' body debris truck for the Streets Department to be paid from budgeted capital funds. The motion carried unanimously.</p> <p>Mr. Jackson made a motion, seconded by Mr. Brown, to authorize a purchase order in the amount of \$118,061 to Blanchard Cat for a Cat 914K Wheel loader on State contract for the Streets Department to be paid from budgeted capital funds. The motion carried unanimously.</p> <p>Mr. Jackson made a motion, seconded by Mr. Brown, to authorize a purchase order in the amount of \$55,693 to Cooper Motor Company for a 2016 Medium Duty Crew Cab Flatbed truck for the Streets Department to be paid from budgeted capital funds</p>
<b>Discussion of Council Committee Reports</b>	Mr. Bailey gave the report of the February 3, 2016 Public Safety Committee meeting. Ms. Garten-Schmidt gave the report of the February 3, 2016 Public Works Committee meeting.

**Discussion of  
Proposed/Upcoming  
Council Agenda  
Items**

Mr. Jackson asked if the agenda should include discussion of the Bear Island/Sheep Island Road alternatives so that a final decision could be made. There was additional discussion about the different options and the impacts to cost and time if an alternate route is chosen. Ultimately, Mr. Jackson made a motion, seconded by Mr. Brown to put consideration of all the Bear Island/Sheep Island Road options on the agenda for a final determination. The motion carried unanimously.

Mr. McIntosh stated that council voted to postpone second reading of the pending ordinances dealing with the Mayor and Administrator's authority to the February Council meeting and asked if those ordinances would be on the agenda or if they would have to vote on it again. Mayor Johnson stated that an ad hoc committee has been put in place to consider all of the ordinances. Mr. Bailey was concerned that the ad hoc committee may take a year to review all of the ordinances and that these two ordinances needed to be addressed. After further discussion, Mayor Johnson agreed that those ordinance would be placed on the agenda but he would require that the ordinances be in a form required for final adoption.

Mr. Bailey made a motion to consider a Resolution at the upcoming Council meeting that would address Peter Gorman's status with the town and his alleged title of Chief of Staff and other aspects of his involvement with the town. Mayor Johnson stated that would be asking council to vote on whether a citizen could have input. Mr. Bailey stated that he understands that Mr. Gorman has been presenting himself as the Chief of Staff and there has been no such position voted on by the council. He added that by definition and by using the name Chief of Staff it gives the aura that he has some authority over staff which is creating morale problems and legal liability issues for the town. Ms. Garten-Schmidt seconded the motion. Mr. Brown asked Mayor Johnson if Peter Gorman has been designated any authority with the town. Mayor Johnson said that Mr. Gorman is simply an advisor. Mr. McIntosh stated that if the Mayor is confirming that Mr. Gorman is simply an advisor and has no authority over town staff than that explanation is enough for him but added that it is an issue at town hall and does cause potential legal liability issues. He asked Mr. Bailey to withdraw his motion in light of the Mayor's explanation. Mr. Bailey agreed with the understanding that Mayor Johnson is representing that he has never authorized Peter Gorman to present himself as Chief of Staff or given any authority over town employees. Mayor Johnson confirmed that Mr. Gorman has absolutely no responsibility over any town employee. Mr. Bailey withdrew his motion. There was further discussion about keys that may have been issued to Mr. Gorman, his attendance at staff meetings, and whether Mayor Johnson had any knowledge of Mr. Gorman representing himself as Chief of Staff. Mayor Johnson stated that he has used various different terms to describe Mr. Gorman's relationship with him

and asked if they would prefer the term Chief Advisor. Mr. McIntosh stated that Mr. Gorman is a citizen and that any title would create confusion for the employees. Mayor Johnson stated that what he calls Mr. Gorman will be private conversation between himself and Mr. Gorman and will not be repeated outside their confidence. There was no objection to this proposal.

**Miscellaneous**

Ms. Wallace reported that the town's fund balance would be reimbursed from bond proceeds in the amount of \$684,248.93 for the Dorchester hotel project. She added that council had already voted on this when council authorized the transfer of \$700,000 to the RDC to fund pre-construction costs for the project.

Town Attorney, G.W. Parker, requested that discussion of the proposed plan for services agreement with Old Fort Fire Department be postponed to the upcoming Council meeting. Mr. Brown made a motion, seconded by Mr. Jackson, to add this item to the next Council meeting agenda. The motion carried unanimously.

Ms. Wallace reported that Special Events Coordinator and PIO, Tiffany Norton, sent out an email detailing the festivities for the upcoming Sweet Tea Day festival. She added that we have received opposing feedback about attempting to break the world record again for the largest sweet tea. Ms. Norton explained the details of the event and reported that the event has been budgeted and that the town made a profit on the event last year and would expect the same this year. Mr. McIntosh asked if council needed to vote on the issue. Ms. Wallace stated that, as long as there were no objections, staff would move forward with plans for the event as presented. There were no objections.

**Executive Session**

Mr. Bailey made a motion, seconded by Mr. McIntosh, to enter into executive session at 7:55 p.m. to discuss legal matters related to the Dorchester hotel project. Mr. Brown asked Mr. Bailey if he is suggesting that the discussion of a security program for town hall be discussed in open session. Mr. Bailey confirmed that he believes that item can be discussed in open session. Mr. Jackson stated that the Police Department did a report on town hall and would not want the details of that report discussed in public but that the decision is really whether the town wants to solicit request for proposals for provision of a security program for town hall. Mayor Johnson reported that he had the police department do an evaluation of Town Hall buildings and the report showed a number of things that need to be addressed and asked council to authorize the solicitation of proposals. After some discussion, Mr. McIntosh asked whether a vote is required to solicit an RFP. Ms. Wallace stated that a vote is not required to solicit an RFP but that if a proposal is chosen, Council would have to vote on funding

the project. Mayor Johnson reported that he would ask staff to solicit proposals for a security program for town hall.

Mayor Johnson then called for the vote to enter into executive session to discuss contractual and legal matters related to the Dorchester Hotel project including the gap loan and Croft vs. Town of Summerville. The motion carried unanimously.

The finance committee returned to public session at 8:37 p.m. and announced that no action was taken.

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**Adjourn**

There being no further business, the meeting adjourned at 8:37 p.m.

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Respectfully submitted,

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Lisa Wallace  
Director of Administrative Services  
Clerk/Treasurer

**PUBLIC SAFETY COMMITTEE REPORT**  
**February 3, 2016**

The Public Safety Committee met on Wednesday, February 3, 2016 at 5:00 p.m. in the training room at the Summerville Municipal Complex. Present were Chairman Walter Bailey and committee members Aaron Brown and Christine Czarnik. Members of the public and the press were duly notified of the meeting.

Chairman Bailey called the meeting to order and reported that the only item on the agenda was discussion of the Fire Service Auto Aid Agreement with Dorchester County. Chief Waring gave a brief description of the proposal stating it is in preliminary stages. He added he would bring an agreement back for the committee's consideration at a later date. No further action was taken.

There being no further business, the meeting adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Michelle Beltz".

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Michelle Beltz

Wiley Johnson, Mayor

*Council Members:*

Bob Jackson, Mayor Pro-Tem  
Walter Bailey  
Aaron Brown  
Christine Czarnik  
Kima Garten-Schmidt  
William McIntosh



*Town Clerk and Treasurer*  
Lisa L. Wallace

*Town Attorney*  
G.W. Parker

## Town of Summerville

### MINUTES PUBLIC WORKS COMMITTEE MEETING February 3, 2016

Present: Bill McIntosh, Kima Garten-Schmidt, Christine Czarnik, Russ Cornette  
Kima Garten-Schmidt called the meeting to order at 4:25 p.m. on Wednesday, February 3, 2016.

#### 1. **Berkeley Circle - Takeover from SCDOT**

Staff and the Town's consultant are pursuing right-of-way acquisition, permitting, and final plans for the Berkeley Circle improvements, which are part of the Bear Island Road project. A portion of Berkeley Circle will be improved with the project, and a portion will be abandoned due to the improvements. There will also be a portion where it will remain as is. We recently met with SCDOT about the encroachment permit for this and determined that the simplest way to accomplish the permitting is for the Town to take over the entirety of Berkeley Circle. SCDOT requires logical termini when accepting or removing roads from their system. The portion of Berkeley Circle that will not be improved with the project was recently resurfaced and is in good condition. Staff recommends requesting SCDOT to remove the entire 0.41 miles of Berkeley Circle from their system and turn over to the Town of Summerville for future maintenance. Bill McIntosh made a motion to send this to the regular council meeting for approval, the motion was seconded by Christine Czarnik.

#### 2. **2016 Road Resurfacing List**

The Town budgeted \$500,000 for roadway resurfacing in 2016. Staff has compiled a preliminary list of roads recommended for resurfacing. This list came from the roadway condition survey performed by staff in 2011 as well as the roadway condition survey prepared by the Dorchester CTC in 2013. The cost estimate to repair and resurface all the roads is \$922,253. The estimate to resurface the State roads is \$215,754, and the estimate to resurface Town roads is \$706,499. Staff will request Dorchester CTC fund the cost to resurface all the State roads and a portion of the Town Roads. This is for information only and no action is necessary.

#### 3. **Shepard Street – One-Way Conversion**

Shepard Street is maintained by the Town of Summerville and was resurfaced in 2015. Shepard Street runs from Simmons Avenue to Simmons Avenue and crosses Parkwood Drive. Shepard Street also intersects with Tallow Street and Noisette Row, both being residential Streets. All adjacent parcels along Shepard Street are residential. The width of

Shepard Street is 16' and is hazardous for two way traffic. Standard lane widths are 10' to 12'. The site distance at Parkwood Drive is very limited because of the curve in the road and is hazardous for a vehicle to enter or cross Parkwood Drive from Shepard Street heading east. The right-of-way is limited at this intersection and pruning or cutting vegetation does not adequately open the site distance. Staff recommends converting Shepard Street into a one-way street in a westerly direction. After discussion the committee agreed that staff would contact the affected residents along Shepard Street and poll their opinions on the one-way street before proceeding with the change.

*There being no further business the meeting was adjourned at 4:55 p.m.*

Respectfully submitted,



Russell W. Cornette