

**TOWN OF SUMMERSVILLE
FINANCE COMMITTEE REPORT
MARCH 2, 2016**

The Finance Committee met at 6:30 p.m. on Wednesday, March 2, 2016 in the Council Chambers of the Summerville Municipal Complex. Present were Mayor Wiley Johnson, Mayor Pro-Tem Bob Jackson and Council members Walter Bailey, Aaron Brown, Christine Czarnik, Kima Garten-Schmidt, 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.

Welcome	Mayor Johnson opened the meeting with prayer followed by the Pledge of Allegiance.
Presentation of Financial Report	Belinda Harper presented the February 2016 financial report. The report was accepted as information.
Approval of Financial Requisitions	<p>Mr. Brown made a motion, seconded by Mr. McIntosh, to award the bid and issue a purchase order to Pierce Manufacturing in the amount of \$464,090 plus tax for a pumper truck for the Fire Department to be paid from budgeted capital funds as a transfer from fund balance. The motion carried unanimously.</p> <p>Mr. McIntosh made a motion, seconded by Ms. Garten-Schmidt, to award the bid and issue a purchase order to Howell & Howell Construction in the amount of \$278,888, to be paid from 2014 and 2015 CDBG funds, Saul Alexander Grant funds and a temporary reduction in the Stantec design contract. The motion carried unanimously.</p>
Discussion of Council Committee Reports	<p>Mr. Bailey gave the report of the March 2, 2016 Public Safety Committee meeting. He reported that the committee recommended changes to the proposed ordinance dealing with peddlers and panhandlers and that it be forwarded to full council for consideration with those changes. He also stated that the committee recommended that the proposed plan for services agreement with Old Fort Fire Department be removed from the Council agenda and sent back to staff for further negotiations. Mayor Johnson asked Mr. Bailey if he would be willing to serve on the committee to negotiate the agreement since he is most familiar with the matter. Mr. Bailey indicated that he would. Mr. McIntosh gave the report of the March 2, 2016 Planning and Development Committee meeting stating that the committee recommended that the proposed annexation of property near Sticky Fingers be moved to full council for consideration. He also reported that the committee discussed the demolition permit process and the committee recommended that staff look into shortening the length of time a demolition permit is valid and to bring a proposed ordinance amendment back for consideration. These reports were provided as information and will be on the Council agenda for approval.</p>

Discussion of Proposed/Upcoming Council Agenda Items	<p>Mayor Johnson asked if there was any discussion of proposed or upcoming council agenda items. Mr. Bailey proposed adding discussion of the Finance Committee meeting schedule to the Council agenda. He recommended returning to the Monday prior to the Council meeting but keeping the 6:30 p.m. meeting time. Planning and Economic Development Director, Madelyn Robinson reported that it may conflict with the Board of Architectural Review meetings. The Mayor indicated this item would be placed on the Council agenda for discussion.</p>
Miscellaneous	<p>Mayor Johnson reported that Sculpture in the South requested that a sculpture entitled "Flying" be authorized to be placed on Town property in Azalea Park. Mr. McIntosh made a motion, seconded by Mr. Jackson, to accept ownership and authorize the piece to be placed on town property in Azalea Park. The motion carried unanimously.</p> <p>Fire Chief Richard Waring reported on the public safety concerns relating to the occupancy of council chambers stating that the maximum occupancy level needs to be enforced for the safety of the public. Mayor Johnson reported that the second floor training room will have live streaming of the council meeting for overflow if the chamber reaches maximum occupancy. He added that we want to be safe and comply with the fire codes.</p> <p>Ms. Wallace reported that there would not be a need to execute a new agreement with Stantec since they provided us with a letter stating that they would temporarily reduce the amount of their design contract for Hutchinson Square to enable us to fund the construction of Phase I of the project.</p>
Mayor's Comments	<p>Mayor Johnson reported that the town recently issued a Request for Proposals for a security system for town hall. He also reported that the Chief Judge's term was due to expire in April and would like to advertise for the position. Mr. McIntosh announced that he would recuse himself from the conversation due to a conflict citing that he practices law at the same firm as the Chief Judge. There was no further discussion on the matter. Mayor Johnson then announced that he is still working with WastePro regarding recycling reporting that a number of options are available that the town is considering and he would continue to keep everyone updated.</p>
Executive Session	<p>Mr. Jackson made a motion, seconded by Mr. Bailey, to enter into executive session for the purposes of reviewing applications and discussing employment matters related to the Town Administrator position. The motion carried unanimously.</p> <p>The Finance Committee returned to public session at 7:40 p.m. and announced that no action was taken.</p>

Adjourn

There being no further business, the meeting adjourned at 7:41 p.m.

Respectfully submitted,



Lisa Wallace
Interim Town Administrator/
Dir. Of Administrative Services, Clerk/Treasurer

PUBLIC SAFETY COMMITTEE REPORT
March 2, 2016

The Public Safety Committee met on Wednesday, March 2, 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 and were also present.

Chairman Bailey called the meeting to order and reported that the first item on the agenda was discussion on a proposed ordinance to establish rules applicable to peddlers, charitable solicitors, buskers, and panhandlers. Mr. Bailey pointed out several items contained in the ordinance that needed to be revised or removed. Ms. Czarnik also had a couple of corrections and items to be amended. The committee requested that Town Attorney, G.W. Parker review and make those changes prior to the upcoming council meeting. Mr. Brown then made a motion, seconded by Ms. Czarnik, to forward this item to full council for consideration subject to the aforementioned changes. The motion carried unanimously.

Mr. Bailey then reported that the next item on the agenda was discussion of a proposed plan for services agreement with Old Fort Fire Department. Mr. Bailey provided some history on the development of the initial agreement advising the committee that he was a member of the original committee appointed to devise a plan. He reported that he had some concerns about the new agreement as proposed. After some discussion, Ms. Czarnik made a motion, seconded by Mr. Brown, to recommend that the proposed agreement be pulled from the council agenda and sent back to staff to renegotiate the terms of the agreement. The motion carried unanimously.

There being no further business, the meeting adjourned at 5:25 p.m.

Respectfully submitted,



Lisa Wallace

PLANNING AND DEVELOPMENT COMMITTEE

REPORT for

March 2, 2016

4:00 PM

TOWN HALL – BOARDROOM A
200 S. Main Street, Summerville, SC

The Planning and Development Committee of Town Council met on March 2, 2016 at 5:00 PM immediately following the Public Safety Committee of Town Council. The meeting was held in the Training Room, Town Hall, 200 S. Main Street, Summerville, SC. Committee members present included Bill McIntosh, Council District 4, Chairman; and, Walter Bailey, Council District 3. Bob Jackson, Council District 6 was unable to attend. Staff members present included Madelyn Robinson, AICP, Director of Planning & Economic Development; and, Rich Palmer, Building Official.

The meeting was called to order by Mr. McIntosh following the adjournment of the Public Safety Committee.

New Business:

The first item under new business was the request to annex Berkeley County, TMS# 232-00-01-055, one lot (.161 acres), located on Berkeley Circle, owned by Sticky Summerville, LLC, zoned R2, Manufactured Residential in Berkeley County and will be zoned B3, General Business upon annexation into the Town of Summerville's municipal limits. Ms. Robinson provided a brief overview of the location of the property and the plan to develop a tenant space for retail. Mr. Bailey made a motion to recommend sending this request to Town Council for approval with Mr. McIntosh making the second. The motion carried.

The second item was the discussion of the demolition permit process. Mr. Palmer explained to the Committee the process by which staff implements the demolition process of structures within the Town that are abandoned and/or condemned. Following the description of the three codes that govern the process, the legal process found in the Property Maintenance Code, the building permit process found in the residential and commercial building codes, and the length of time the permit is valid, he suggested staff provide a text amendment to shorten the 180 day time period that the permit is valid to 30-60 days. Councilman Aaron Brown as a member of the audience stated that he would like to see the \$500 fine issued to those who wouldn't comply. The Committee discussed concerns regarding amending the language too far that would provide the Town an overreach of authority and equal protection between residential and commercial permits and suggested staff consult with the Town's Attorney to avoid this potential. Mr. Bailey made motion for staff to prepare a text amendment changing the 180 day length of time a demolition permit is valid to 60 days for both residential and commercial permits. Mr. McIntosh made the second and the motion carried.

Following no additional business or discussion, the meeting was adjourned at 5:45 PM with a motion by Mr. Bailey and a second by Mr. McIntosh.

Respectfully submitted,



Madelyn Robinson, AICP
Director of Planning & Economic Development

March 2, 2016