

**PLANNING AND DEVELOPMENT COMMITTEE**

**REPORT** for

July 9, 2020

5:30 PM

Virtual Meeting

The Planning and Development Committee of Town Council met on July 9, 2020 at 5:30 PM. The meeting was held virtually. 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 5:30 PM by Mr. McIntosh.

**UDO Amendments:**

Ms. Shuler introduced the proposed amendments to the Summerville Unified Development Ordinance, Chapter 5, Section 5.6.9, Alley; Chapter 10, Section 10.2.1.A, Applicability, Section 10.4.2.A, Monument Signs, Section 10.7.2.C, Temporary Banners; Maximum Area, and Section 10.8, Signs That Do Not Require A Permit. Mr. McIntosh asked for confirmation that these amendments were more of those that addressed minor technical issues in the UDO. Ms. Shuler confirmed that these were again either minor fixes that were discovered with the implementation of the UDO, or language that was inadvertently left out of the UDO. Councilman Brown asked how many more amendments should be expected, and Ms. Shuler explained that staff had anticipated that there would be a number of minor amendments the first few years following adoption, as that is what they had seen with other jurisdictions that overhauled their ordinances. Following the discussion, Mr. Jackson made a motion to send the amendments to full Council for first reading with a recommendation for approval, and Mr. Jenkins made the second. Mr. McIntosh called for the vote, and the motion passed unanimously.

Following no additional business or discussion, the meeting was adjourned at 5:34 PM on a motion by Mr. Jenkins, and a second by Mr. Jackson.

Respectfully submitted,



Jessi Shuler, AICP  
Director of Planning

July 14, 2020

Mayor  
Ricky Waring

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



Town Administrator  
Rebecca Vance

Town Clerk  
Beth Messervy

Town Attorney  
G.W. Parker

# Town of Summerville

## MINUTES -- PUBLIC WORKS COMMITTEE MEETING July 9, 2020

The meeting was called to order at 5:35pm 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. The meeting was held via Zoom Meetings and broadcast live on YouTube.

Mr. Cornette presented updates on the following projects:

- a) Public Works Project Updates
  - a. Road Resurfacing.

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		

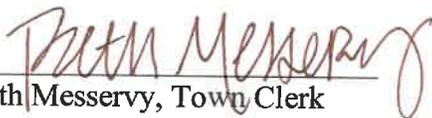
Elizabeth Street	Tea Farm
Pekoe Court	Tea Farm
Lipton Drive	Tea Farm
Egret Lane	Oak Knoll
Duck Blind Court	Boykin Creek

- b) **Resurfacing:** In March, the finance committee approved a purchase order for Banks Construction Company for \$1,632,706.18. \$522,000 has been allocated from the Dorchester County Transportation Committee to cover the costs of the state roads. The balance of the contract cost will come from budgeted capital projects. The list of roads is below. The contractor has finished paving all roads on the contract. The contractor will address punch list items and applying pavement markings next. There may be some savings in the contract. If there is a significant savings, staff will identify additional roads to add to the contract to spend all funds.
- c) **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, 2019. Construction is expected to be completed in September 2020. The project is 73.4% completed.
- d) **Maple Street.** Michael Baker, Inc is currently conducting right-of-way acquisition for Maple Street. Right-of-way acquisition is expected to be completed Summer 2020. Final construction documents are being prepared and was submitted to SCDOT for review by early April. There are 14 properties on the council executive session agenda for consideration for condemnation. Project is expected to be ready to bid in late summer or early fall of 2020.
- e) **Cedar Street Extension.** Cedar Street Extension is in the preliminary design and permitting phase. Survey, environmental and preliminary design work is currently underway.
- f) **West Carolina Avenue Traffic Calming.** The surveyor has completed the surveying the five intersections and the median locations and staff has completed design of the intersections and median. Staff has coordinated the pavement markings with the contractor and order the curbed delineator systems. Once the pavement markings are applied Current schedule is to have all improvements installed in the next 7 days.
- g) **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. Construction is essentially complete, except for punch list items.
- h) **Central Avenue Sidewalk Project.** J. Bragg Consulting, Inc was selected to design and permit the sidewalk project. Surveying work and preliminary design work are completed. A conceptual plan was submitted and staff is reviewing the plan. Final plans are expected to be completed summer 2020. The scope of work includes holding a public information meeting for the public to submit comments. With the current pandemic, staff posted the plans on the Town's website and accepted public comments on the project for two weeks. Most comments were supportive of the project. Final design phase of the project will now begin.

- i) **West 5th South St Sidewalk.** The Town recently went into a design contract with a consultant to begin design on this sidewalk project. Survey work has begun.
- j) **Lee Street Sidewalk Project.** The Town recently went into a design contract with a consultant to begin design on this sidewalk project. Survey work has begun.
- k) **North Hickory Street Sidewalk.** Design is nearly completed and will be submitted for permitting in the next seven days.
- l) **Shepard Park Drainage.** Final design work is completed and the pond portion of the project is nearly fully permitted. The Peters Street diversion portion of the project is still in permitting with SCDOT. Staff intends to apply for a State Rural Infrastructure Grant in September 2020 to fund the construction of the project.
- m) **US-78 North Summerville Drainage Study.** Survey is still underway and is expected to be completed by mid-July. Building the model of the basin will then begin and final model results and solutions are expected in September.
- n) **Springview Lane Oakbrook Drainage Study.** Survey was completed and submitted for this project on Tuesday, June 9. Building the model of the basin has begun. Preliminary results were received June 19. Final results and solutions are expected in August.

There being no further business, the meeting was adjourned at 5:40pm.

Respectfully submitted,

  
Beth Messervy, Town Clerk

**TOWN OF SUMMERSVILLE  
FINANCE COMMITTEE REPORT  
July 9, 2020**

The Finance Committee met on Thursday, July 9, 2020. 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. The meeting was held virtually by Zoom and livestreamed on the Town's website.

<b>Welcome</b>	Mayor Waring welcomed everyone and called the meeting to order at 5:41pm
<b>Presentation of Financial Report</b>	Andrew Shelton presented the June 2020 financial report. The report was accepted as information.
<b>Authorizations</b>	<p>Mr. Jenkins made a motion, seconded by Ms. Garten-Schmidt, to authorize the Police Department to present Lieutenant Richard Peoples his Glock model 45 upon his retirement. The motion carried unanimously.</p> <p>Ms. Garten-Schmidt made a motion, seconded by Mr. Jenkins, to authorize the Town Administrator to enter into a contract renewal with Windstream Communications for the Town Hall, Annex, Maintenance, and Streets Department's phone system to include equipment and technological upgrades. The motion carried unanimously .</p>
<b>Financial Requisitions</b>	<p>Mr. Bailey made a motion, seconded by Mr. Jackson, to approve a purchase order to Wade Ford in the amount of \$171,942.84 for 4 Ford Police Interceptor Utility vehicles with upfit. Funds to come from Fund Balance. Request from the Police Department. The motion carried unanimously.</p> <p>Mr. Jackson made a motion, seconded by Mr. McIntosh, to issue a purchase order to OC Welch Ford in the amount of \$42,250.92 for 1 Ford Police Interceptor Utility vehicle with upfit. Funds to come from fund balance. Request from the Police Department. The motion carried unanimously.</p>
<b>Adjourn</b>	Mr. Jenkins made a motion, seconded by Mr. Bailey, to adjourn. The motion carried unanimously, and the meeting adjourned at 5:48ppm.

Respectfully submitted,

  
 Beth Messervy  
 Town Clerk