

**REGULAR MEETING OF CITY COUNCIL
CITY OF GEORGETOWN, SC
JANUARY 18, 2007**

Notices of this meeting have been made in accordance with the 1976 Code of Laws of South Carolina Freedom of Information Act.

The Regular Meeting of City Council was held this date in the Council Chambers at City Hall with Mayor Lynn Wood Wilson presiding.

MEMBERS PRESENT:

	Mayor Lynn Wood Wilson	
Councilmember Brendon M. Barber, Sr.		Councilmember Jack M. Scoville, Jr.
Councilmember Rudolph A. Bradley		Councilmember Clarence C. Smalls
Councilmember Paige B. Sawyer, III		Councilmember Peggy P. Wayne

ALSO PRESENT:

Mr. Steven E. Thomas, City Administrator
Mrs. Elise Crosby, City Attorney
Mrs. Ann U. Mercer, City Clerk

DEPARTMENT HEADS:

Mr. Glenn Dixon, Fleet Maintenance Superintendent
Chief Dan Furr, Georgetown Police Department
Mr. Sterling Geathers, Public Works Director
Mrs. Lynn Griffith, Information Technology Director
Mrs. Katrina Lawrimore, Director of Kaminski House Museum
Mr. Alan Loveless, Electric Utility Director
Mrs. Jessica Miller, Finance Director
Mr. Lane Mixon, Manager of Water/Wastewater/Stormwater
Mrs. Sabrina Morris, Director of Development
Chief Joey Tanner, Georgetown Fire Department

NEWS MEDIA

Georgetown Times – Scott Harper
Sun News - Kelly Fuller

Mayor Wilson opened the Regular Meeting of City Council at 5:30 PM.

Call to Order

Councilmember Wayne rendered the invocation and led the Pledge of Allegiance.

Invocation and Pledge

Mayor Wilson asked that all non-emergency electronic devices and cell phones be turned off during the Council Meeting.

Mayor Wilson asked Mrs. Ann Hart to give Council an update on her daughter, Sherri Smith an investigator with the Georgetown Police Department, who broke her neck in an off-duty accident the end of December. Mrs. Hart reported Sherri saw her doctor yesterday and the visit went very well. She goes back in two months and must continue to wear the brace until that time. As soon as she feels up to it, she can resume light duty work.

There were no citizens present for the Public Comment Section.

City Council viewed the character trait of the month video on Enthusiasm.

Character Trait Video

Mr. Bob Harper of Harper, Poston and Moree, PA presented a brief overview of the Executive Summary of the City's Comprehensive Annual Financial Report for fiscal year ending June 30, 2006. Their audit was conducted in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards. This was a clean audit report, there were no qualifications and nothing contained in the report would be deemed a reportable condition. The City was run very responsibly and from a fiscal standpoint is in very sound financial condition. Mr. Harper commended Mrs. Miller and her staff for doing a good job and keeping the finances of the City in good shape. He stated the Finance staff is within the top ten percent of finance staffs across the board in a governmental entity environment. After the review, Mr. Harper answered questions asked by Council.

Presentation of CAFR Executive Summary by Mr. Bob Harper

Mrs. Jessica Miller requested Council approve a one year extension on the contract with Harper, Poston and Moree, PA. Due to some significant changes in the chart of accounts and thus the financial statements, staff feels there would be cost savings associated with using auditors that are familiar with the City's current status. Also, the implementation of New World GASB 34 Conversion Software the continuity of using the same auditor would make this transition much

easier for the City as well as the audit firm.

COUNCILMEMBER WAYNE MOVED TO APPROVE EXTENSION OF CONTRACT WITH HARPER, POSTON AND MOREE, PA FOR ONE ADDITIONAL YEAR PRIOR TO PREPARING A FORMAL REQUEST FOR PROPOSAL, SECONDED BY COUNCILMEMBER BRADLEY. Mayor Wilson asked for discussion. Councilmember Wayne asked how often the City has to change auditors. Mrs. Miller said on average the City has sent out proposals every five to six years. There is no requirement to change auditors. Mayor Wilson called for the question. **THE MOTION WAS UNANIMOUSLY CARRIED 7-0.**

Approve 1 yr Extension on Contract with Harper, Poston & Moree, PA

Mr. Thomas announced that the Finance Department received the Distinguished Budget Presentation Award for the current fiscal year from the National Governmental Finance Officers Association. Last year there were only seven cities in South Carolina that achieved this award. He congratulated Mrs. Miller and her staff for making this award possible. Along with this comes a great deal of responsibility to live up to the performance measures and objectives included in the budget.

City Receives Distinguished Budget Presentation Award

Mrs. Miller presented the proposed budget calendar for FY 2007/2008. She noted two last minute changes; the Department Head retreat is scheduled for January 26, 2007 and Council's goal setting/budget retreat will be March 4-5, 2007 at Wampee.

Proposed Budget Calendar

Mr. Glen Dixon requested approval to purchase a 2007 F250 Ford pickup in the amount of \$22,948.00, tax included, from Vic Bailey Ford, Inc. It will replace a 19 year old truck that is in need of major repairs. This is a budgeted item and is under state contract.

COUNCILMEMBER WAYNE MOVED TO APPROVE PURCHASE OF A 2007 F250 FORD PICKUP IN THE AMOUNT OF \$22,948.00, TAX INCLUDED, FROM VIC BAILEY FORD, INC. SECONDED BY COUNCILMEMBER BRADLEY. Mayor Wilson asked for discussion. **Mr. Thomas asked Council to consider all the vehicle requests tonight with the idea that the City might be able to actually purchase, in some cases, the vehicles with the same specifications, for perhaps a little less than state contract price.** Councilmember Scoville asked if all dealers in the County would be contacted. Mr. Thomas answered yes. There was no objection from Council. Mayor Wilson called for the

Approve Purchase of 2007 F250 Ford Pickup in Fleet Services Dept. (with idea that vehicles with same specs, might be available for less than state contract price)

question. **THE MOTION WAS UNANIMOUSLY CARRIED 7-0.**

Mr. Alan Loveless requested approval to purchase a 2007 Chevrolet Colorado pickup truck in the amount of \$15,225.00, tax included, from Herndon Chevrolet, Inc. It will replace a 10 year old, four cylinder truck with numerous maintenance problems. This is a budgeted item and is under state contract.

COUNCILMEMBER BRADLEY MOVED TO APPROVE PURCHASE OF A 2007 CHEVROLET COLORADO PICKUP TRUCK IN THE AMOUNT OF \$15,225.00, TAX INCLUDED, FROM HERNDON CHEVROLET, INC., SECONDED BY MAYOR PRO TEM BARBER. Mayor Wilson asked for discussion. Councilmember Sawyer asked Mr. Loveless if he could hold off on his request for both vehicles tonight and apply that total amount to the purchase of lighting for the Front Street streetscape project (another item on the agenda). Mr. Thomas asked Mrs. Miller for comments. She said she is in hopes that the Electric Utility Fund can absorb the expense with current operating revenue. That is the reason a budget amendment is not being requested. Mayor Wilson called for the question. Mayor Wilson, Mayor Pro Tem Barber and Councilmembers Bradley, Scoville and Smalls voted in favor. Councilmembers Sawyer and Wayne voted against. **THE MOTION WAS CARRIED 5-2.**

Mr. Loveless requested approval to purchase a 2007 Ford F150 pickup truck in the amount of \$17,846.00, tax included, from Vic Bailey Ford, Inc. It will replace a 1991 pickup with over 130,000 miles used by the city tree crew. This is a budgeted item and is under state contract.

MAYOR PRO TEM BARBER MOVED TO APPROVE PURCHASE OF 2007 FORD F150 PICK TRUCK IN THE AMOUNT OF \$17,846.00, TAX INCLUDED, FROM VIC BAILEY FORD, INC, SECONDED BY COUNCILMEMBER BRADLEY. Mayor Wilson asked for discussion. Mayor Wilson called for the question. Mayor Wilson, Mayor Pro Tem Barber and Councilmembers Bradley, Scoville, Smalls and Wayne voted in favor. Councilmember Sawyer voted against. **THE MOTION WAS CARRIED 6-1.**

Mr. Loveless requested approval to purchase decorative poles and light fixtures for the Front Street Streetscape project in the amount of \$69,927.76. Only one bid was received. This is not a budgeted item. Mr. Loveless did not know the streetscape project was going to take

Approve Purchase of 2007 Chevrolet Colorado Pickup in Electric Utility Dept. (with idea that vehicles with same specs, might be available for less than state contract price)

Approve Purchase of 2007 Ford F150 Pickup in Electric Utility Dept. (with idea that vehicles with same specs, might be available for less than state contract price)

place this year. He knew that some grant money was available but did not know if it would be sufficient to cover the lighting expenses. When all related costs are known, there will be a budget amendment associated with the installation of the decorative lighting.

MAYOR PRO TEM BARBER MOVED TO APPROVE PURCHASE OF DECORATIVE POLES AND LIGHT FIXTURES FOR FRONT STREET STREETScape PROJECT, SECONDED BY COUNCILMEMBER BRADLEY. Mayor Wilson asked for discussion. Mayor Pro Tem Barber asked Mrs. Miller if funding for this project could come from hospitality funds. She said \$61,000 from the hospitality fund is already designated to fund the shortfall in the project. Mayor Wilson called for the question. **THE MOTION WAS UNANIMOUSLY CARRIED 7-0.**

Approve Purchase of Decorative Poles & Light Fixtures for Front St. Streetscape

Mr. Lane Mixon requested approval to purchase a 2007 Ford F250 pickup in the amount of \$22,213.00, tax included, from Vic Bailey Ford, Inc. It will replace a 1990 pickup. This is a budgeted item and is under state contract.

COUNCILMEMBER SMALLS MOVED TO APPROVE PURCHASE OF A 2007 F250 FORD PICKUP IN THE AMOUNT OF \$22,213.00, TAX INCLUDED, FROM VIC BAILEY FORD, INC. SECONDED BY COUNCILMEMBER BRADLEY. Mayor Wilson asked for discussion. Mayor Wilson called for the question. **THE MOTION WAS UNANIMOUSLY CARRIED 7-0.**

Approve Purchase of 2007 F250 Ford Pickup in Water Utilities (with idea that vehicles with same specs, might be available for less than state contract price)

Mr. Mixon requested approval to purchase a 2007 Ford pickup in the amount of \$19,196.00, tax included, from Vic Bailey Ford, Inc. It will replace a 1992 pickup with 135,000 miles. This is a budgeted item and is under state contract.

COUNCILMEMBER SMALLS MOVED TO APPROVE PURCHASE OF A 2007 FORD PICKUP IN THE AMOUNT OF \$19,196.00, TAX INCLUDED, FROM VIC BAILEY FORD, INC. SECONDED BY COUNCILMEMBER BRADLEY. Mayor Wilson asked for discussion. Mayor Wilson called for the question. **THE MOTION WAS UNANIMOUSLY CARRIED 7-0.**

Approve Purchase of 2007 Ford Pickup in Water Utilities (with idea that vehicles with same specs, might be available for less than state contract price)

Mr. Mixon requested approval for proposal for engineering services from DDC Engineers for the Bayview Wastewater lift station upgrade in the amount of \$37,200.00. This is a budgeted item. The main lift station in Maryville has experienced mechanical problems and

because much of the growth is occurring in this area there is a need for this upgrade.

MAYOR PRO TEM BARBER MOVED TO APPROVE PROPOSAL FOR ENGINEERING SERVICES FROM DDC ENGINEERS FOR THE BAYVIEW WASTEWATER LIFT STATION UPGRADE IN THE AMOUNT OF \$37,200.00, SECONDED BY COUNCILMEMBER BRADLEY. Mayor Wilson asked for discussion. Councilmember Bradley wanted to be sure this was not a band-aid. Mr. Mixon said this is not a band-aid, it will increase the capacity of the lift station and the pumps will pump more than they do now. Councilmember Wayne questioned the cost of the total project. Mr. Mixon explained \$100,000 is the total cost; \$37,200 is for the engineering cost. Councilmember Scoville asked if the City has any leased pumps in Maryville. Mr. Mixon said there are no leased pumps in Maryville. In the past the City may have leased Stormwater pumps for emergency purposes. Mayor Wilson called for the question. **THE MOTION WAS UNANIMOUSLY CARRIED 7-0.**

**Approve Proposal
for Engineering
Services from
DDC Engineers for
Bayview
Wastewater Lift
Station Upgrade**

Mrs. Debra Mumford, Human Resource Director, presented a revision to Policy #4 in the Employee Handbook changing the probationary period for promoted employees from three (3) months to six (6) months. A six month probationary period is more typical for all new or promoted employees. New or promoted employees will receive a merit evaluation six months after the end of their probationary period. Councilmember Bradley asked the City Attorney how this is affected by the labor law. Mrs. Elise Crosby said she has not reviewed any labor law with regard to this proposal. She said the City can write an employee contract any way we choose: we do not have to have one, or we can. We can decide whatever probationary period we want.

COUNCILMEMBER BRADLEY MOVED TO AMEND EMPLOYEE HANDBOOK POLICY #4 CHANGING PROBATIONARY PERIOD FOR PROMOTED EMPLOYEES FROM THREE (3) MONTHS TO SIX (6) MONTHS, SECONDED BY COUNCILMEMBER SAWYER. Mayor Wilson asked for discussion. Councilmember Wayne referred to the Agenda Item Request Form that stated, 'a new or promoted employee will receive a merit evaluation six months after the end of their probationary period.' She said she did not know we were doing the merit program. Mr. Thomas said it began in July 2006. Councilmember Wayne asked, instead of (at the end of the year) doing the overall raise and what have you, we will be doing merit raises only? Mr. Thomas said Council approved a combination, (1)

approval for a two percent cost of living that was implemented July 1, 2006 for all employees and (2) then upwards of a two percent merit increase based on performance for all employees for this year. Either the direct supervisor, Department Head or a combination thereof conduct the evaluation after which it is submitted to Personnel. Debra Mumford and Steve Thomas review and return it to the Department and then it is taken to the employee for their review. Debra has had several training session for supervisors who will be doing evaluations. Councilmember Bradley referred to a sentence of controversy, 6b Promotions. *If the City concludes during the probationary period that the newly promoted employee is not well suited for his new position, then the employee will be removed from that position. If there is a vacancy in his former position, the employee in most cases will be returned to it. If there is no such vacancy then he may be considered for filling other vacancies for which he is qualified. If no other position is found for him, then the employee will either be place on a personal leave of absence or terminated.* He said when you put things in writing, it creates a controversy. "You have a former employee and decide to promote him and he doesn't work out well, so now when he looks behind, his other position is no longer available, you are terminating him." Mr. Bradley said he understands the right to work, but when you put things in writing it creates a controversy. He's looking at the fact that there is something in writing. Even though we have a right to work state, when you put something in writing, he sees a civil litigation. Mrs. Crosby agreed with Mr. Bradley. Mr. Thomas said we are required to have our personnel policy evaluated by a labor attorney periodically. The plans are to have Mike Malone, the City's labor attorney, review all provisions in the policy and this will definitely be included. After further discussion, Councilmember Bradley withdrew him motion.

COUNCILMEMBER SCOVILLE MOVED TO DEFER THE MATTER UNTIL THE NEXT MEETING AND IN THE MEANTIME HAVE THE LABOR LAWYER TWEAK IT, SECONDED BY COUNCILMEMBER BRADLEY. Mayor Wilson asked for discussion. Mayor Wilson called for the question. **THE MOTION WAS UNANIMOUSLY CARRIED 7-0.**

COUNCILMEMBER WAYNE MOVED TO APPROVE MINUTES OF PUBLIC HEARING DATED DECEMBER 14, 2006 AND REGULAR MEETING DATED DECEMBER 14, 2006, SECONDED BY COUNCILMEMBER SAWYER. Mayor Wilson asked for discussion. Mayor Wilson called for the question. **THE MOTION WAS**

Motion withdrawn

**Defer Amending
Employee
Handbook Policy
#4**

**Minutes –Public
Hearing 12/14/06 &
Regular Mtg.
12/14/06**

UNANIMOUSLY CARRIED 7-0.

MAYOR PRO TEM BARBER MOVED TO ADJOURN THE REGULAR MEETING OF CITY COUNCIL AND GO INTO EXECUTIVE SESSION PURSUANT TO FOIA 30-4-70(A)(2) TO DISCUSS POSSIBLE PROPERTY ACQUISITION AND PROPOSED CONTRACTUAL MATTER REGARDING IP CANAL, SECONDED BY COUNCILMEMBER SAWYER. Mayor Wilson called for the question. **THE MOTION WAS UNANIMOUSLY CARRIED 7-0.**

Adjourn Regular Meeting and Go into Executive Session

The Regular Meeting of City Council adjourned at 6:50 PM.

Mayor Wilson left Executive Session at 7:20 PM.

Mayor Wilson left

Councilmember Smalls left Executive Session at 7:27 PM.

Mr. Smalls left

COUNCILMEMBER WAYNE MOVED TO REOPEN REGULAR MEETING OF CITY COUNCIL, SECONDED BY COUNCILMEMBER SAWYER AND CARRIED 5-0.

Reopen Regular Meeting

The Regular Meeting of City Council was reopened at 7:50 PM.

Mayor Pro Tem Barber announced that no formal action was taken in Executive Session.

COUNCILMEMBER BRADLEY MOVED TO ADJOURN REGULAR MEETING OF CITY COUNCIL, SECONDED BY COUNCILMEMBER WAYNE AND CARRIED 5-0.

Adjourn Regular Meeting

The Regular Meeting of City Council was adjourned at 7:51 PM.

Ann U. Mercer
City Clerk

DATE APPROVED: 02-15-07
VERIFYING INITIALS: _____

