

Walterboro City Council
Regular Meeting
May 8, 2012

MINUTES

A Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, May 8, 2012 at 6:15 P.M. with Mayor Bill Young presiding.

PRESENT WERE: Mayor Bill Young, Council Members: Paul Siegel, Dwayne Buckner, Charles Lucas, Randy Peters, Tom Lohr and Bobby Bonds. City Manager Jeff Lord, City Clerk Betty Hudson and City Attorney George Cone were also present. Approximately 34 persons were present in the audience.

The Mayor reminded everyone that the Farmers Market is open on Tuesdays from 2:00 p.m. to 6:00 p.m. and on Saturdays from 10:00 a.m. to 2:00 p.m.

There being a quorum present, the Mayor called the meeting to order and called on Mr. Horace Simmons for the invocation and Council Member Bonds to lead the Pledge of Allegiance to our flag.

PUBLIC INPUT ON AGENDA ITEMS:

There were no public comments made on agenda items.

NEW BUSINESS:

1. Consideration of Mutual Assistance Agreement Between the City of Walterboro and the St. Paul Fire Department for Fire Services

City Manager Lord informed Council that this agreement was exactly the same as the agreement approved with the Town of Edisto Beach. This is for assistance when there is an emergency and it also gives the ability to share vehicles.

A motion was made by Council Member Bonds to approve the Mutual Assistance Agreement between the City of Walterboro and the St. Paul Fire District as submitted. Council Member Lucas seconded the motion that passed unanimously.

2. Consideration of Requests for Qualifications (RFQ's) to Provide Engineering Services for the North Lemacks Street Revitalization Project

City Manager Lord reminded Council that the City had received a \$500,000 grant for the improvements in the North Lemacks Street area, which is a revitalization project. The City solicited qualifications from engineering firms for this project. A total of four (4) proposals were received. A committee comprised of the City Manager, Charlie Chewning and Wayne Crosby scored the various qualifications of the four (4) firms. The highest score received was from the firm URS. In a memorandum from Utilities Director Wayne Crosby, it was stated that URS was determined to be the most qualified firm. Their proposal is to perform the engineering design services for a sum not to exceed \$56,000 and the observation of construction services not to exceed \$14,250. Mr. Crosby recommended the approval of URS as the most qualified firm and asked that Council authorize the execution of a Task Order from their proposal contingent upon approval by the South Carolina Department of Commerce.

A motion was made by Council Member Lucas, seconded by Council Member Peters to approve the qualifications' RFQ to provide engineering services for the North Lemacks Street Revitalization project by URS as submitted. In discussing the motion, Council Member Buckner asked Mr. Lord for a brief explanation of the North Lemacks Revitalization Project. Mr. Lord responded that the revitalization project is a three-phase project. The first phase is the plan. The North Lemacks Street Committee met a while back on this plan. That plan was Phase I, which was funded by a CDBG \$25,000 grant. Once that's approved and they accept the plan, we can then get the

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first construction phase, which is Phase II for \$500,000. This phase includes water lines, drainage improvements, sidewalks and I believe there is some property clearance as well. Mr. Buckner asked if this included street lights? City Manager Lord responded no, but there are some trail lights. Part of the project has to do with the Sankey Marie Park. There is some property acquisition to do a trail connecting that park to North Lemacks Street, and there are some lights on that trail.

The motion then passed with all members voting in favor.

3. Consideration of Requests for Proposals (RFP's) to Provide Financial Audit Services for a Three-Year Period

Finance Director Dennis Averkin informed Council that every three years, the Finance Department puts out an RFP for financial audit firms. The audit would cover the general fund as well as the enterprise fund. There were three (3) responses received as follow:

	Total 3 Year Cost
Baird & Company (Augusta)	\$44,700
McGregor & Company (Barnwell)	\$54,600
Greene, Finney & Horton (Mauldin)	\$99,000

Mr. Averkin recommended the acceptance of the low bid from Baird & Company for the three-year period in the amount of \$44,700.

A motion was then made by Council Member Peters, seconded by Council Member Bonds, to accept the low bid of Baird & Company in the amount of \$44,700 for three-year financial auditing services. The motion passed unanimously.

4. Consideration of Recommendation to Purchase New Pickup Truck for Public Safety Department

Council reviewed the following bids to purchase a new pickup truck for the Public Safety Department:

Walterboro Motor Sales	\$19,645.00
Bobby Jones Ford	\$19,869.00
OC Welch Ford	\$19,527.37

In discussing this item, City Manager Lord stated that the low bid received was \$19,527.37 by OC Welch Ford. Council Member Peters then moved to accept the bid of \$19,645.00 from Walterboro Motor Sales, a local vendor, even though their bid was slightly higher. Council Member Lucas seconded the motion. In discussing the motion, Council Member Lucas asked if the City had requested a quote on a "Ford" truck from all the vendors. City Manager Lord explained that standardized bid specs were sent to all vendors. The City identified a state contract number, and they can offer an equivalent. So, the state contract number identified a kind of truck, but they were allowed to do an equivalent. In terms of servicing the vehicle, Council Member Buckner asked if OC Welch had identified any special perks for servicing. City Manager Lord responded that no perks were identified in their bid.

The motion to award the bid to Walterboro Motor Sales then passed with all members voting in favor.

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5. Request to Use the Downtown Waterfall and to the Close Street on May 28, 2012 for Annual Memorial Day Ceremony by Colleton County Veterans Council

A motion to grant the request as submitted was made by Council Member Buckner, seconded by Council Member Lucas and passed unanimously. The request included:

- 1) Permission to use the downtown waterfall plaza and to close Washington Street from 8:30 A.M. to 10:00 A.M. on Monday, May 28 for the Veterans Memorial Day Ceremony.
- 2) A request that the waterfall is turned off on Saturday evening, May 26.
- 3) A request that street flags are displayed on Washington Street from May 16 - July 4, 2012.

6. Request to Use Great Swamp Sanctuary for Family Bike Run on June 2, 2012 from 9:00 A.M. to 11:00 A.M. by the Youth Council of the NAACP Colleton County Branch

Ms. Nicole Holmes was present on behalf of the NAACP Colleton County Branch. She introduced Ms. Dominique Ford, Youth Council President, of the NAACP. Ms. Ford gave a short description of the Family Bike Run to be held on June 2 in the Great Swamp Sanctuary from 9:00 A.M. to 11:00 A.M. After which, a motion granting the request as submitted was made by Council Member Lucas, seconded by Council Member Peters and passed with all members voting in favor.

COMMITTEE REPORTS:

There were no Committee Reports given.

EXECUTIVE SESSION:

A motion to enter an Executive Session was made by Council Member Bonds and seconded by Council Member Lohr and passed unanimously. The Mayor then announced that the meeting would enter into an Executive Session for a discussion of negotiations incident to proposed contractual arrangements. The meeting then convened into an Executive Session.

The meeting returned to Open Session and there being no further business, a motion to adjourn was made by Council Member Lucas, seconded by Council Member Peters and passed unanimously. The Mayor adjourned the meeting at 7:40 P.M. Notice of this meeting was distributed to all local media and posted on the City Hall bulletin board at least twenty-four hours prior to meeting time.

Respectfully,

Betty J. Hudson
City Clerk

APPROVED: May 22, 2012