

Walterboro City Council
Virtual Regular Meeting (Using Zoom)
April 6, 2021

MINUTES

A Phone/Video Conference Virtual Meeting using Zoom was held by Walterboro City Council at City Hall on Tuesday, April 6, 2021 at 6:00 P.M., with Mayor Bill Young presiding.

PRESENT WERE: Joined in the meeting were: Mayor Bill Young, Councilmembers: Judy Bridge, James Broderick, Carl Brown, and Ladson Fishburne. Councilmembers Paul Siegel joined in during Executive Session, and Greg Pryor was absent. City Manager Jeff Molinari, Assistant City Manager Hank Amundson, City Clerk Callie Seals, Parks Director Ryan McLeod, and City Attorney George Cone were present as well as Colleton County Rice Festival Chairmen, Josh Bell and Bubba Trippe, and Colleton County Veteran's Affairs Chairman Johnnie Holmes.

CALL TO ORDER:

With the above-mentioned Councilmembers present, the Mayor called the meeting to order, and invited everyone to join in as he gave the invocation. Councilmember Bridge led the pledge of allegiance to our flag.

PUBLIC INPUT ON AGENDA ITEMS:

The Mayor stated public input on agenda items had been distributed to Council by email.

APPROVAL OF MINUTES:

Upon motion of Councilmember Broderick, seconded by Councilmember Bridge, the following meeting minutes were unanimously approved.

1. Minutes of March 2, 2021.

NEW BUSINESS:

1. **Resolution # 2021-R-03**, A RESOLUTION DESIGNATING APRIL 2021 AS FAIR HOUSING MONTH AND APPROVAL OF ANNUAL NONDISCRIMINATION POLICY. (Resolution and Nondiscrimination Policy attached).

City Manager stated you have a Resolution in your packet designating April as Fair Housing Month and Approval of Annual Nondiscrimination Policy. These are requirements that we have to fulfill as part of the CDBG program.

Motion: Councilmember Broderick; Second: Mayor Young
Discussion: None.
Carried: All ayes

2. **Resolution # 2021-R-04**, A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) JOINT APPLICATION WITH COLLETON COUNTY FOR INFLOW AND INFILTRATION SEWER

LINE IMPROVEMENTS IN THE GADSDEN LOOP/RIVERS STREET AREA (Resolution attached).

City Manager Molinari stated this Resolution is to authorize myself to submit a CDBG grant to upgrade sewer lines in Sub-System 1 East and Sub-System 3. These are areas that the Public Works and Utilities Directors have identified as most in need of rehabilitation. As part of the CDBG program, we have to commit at least 10% of the project cost as matched, so that total match will be \$222,311.00 and staff asks for Councils favorable consideration of the request.

Motion: Councilmember Bridge; Second: Councilmember Broderick
Discussion: None.
Carried: All ayes.

3. **Resolution # 2021-R-05**, A RESOLUTION AUTHORIZING THE CITY MANAGER TO COMMIT ADDITIONAL FUNDING IN THE ESTIMATED AMOUNT OF \$89,101.90 FOR A FEMA HAZARD MITIGATION GRANT PROGRAM APPLICATION FOR AN EMERGENCY ENGINE-DRIVE POWER SUPPLY SYSTEM AT THE WALTERBORO WASTEWATER TREATMENT PLANT (Resolution attached).

City Manager Molinari stated last month City Council adopted a resolution to make an application to FEMA as part of the Hazard Mitigation Grant Program to install an emergency generator at the wastewater treatment plant. At the time when we did the resolution, we were of the understanding that it would be a 75% to 25% breakdown, 75% funded by FEMA and 25% funded by the City. We have received word that the breakdown would be 30% by the City, therefore, we'll need to pass a resolution committing additional estimated funds in the amount of \$89,101.90, for a total of \$550,054.40 or 30.23% of the grant request to meet the matching commitment of the Hazard Mitigation Grant.

Motion: Councilmember Broderick; Second: Councilmember Fishburne
Discussion: None.
Carried: All ayes.

4. A PROCLAMATION TO DESIGNATE APRIL 2021 AS CHILD ABUSE PREVENTION MONTH IN THE CITY OF WALTERBORO

Motion: Councilmember Brown; Second: Councilmember Fishburne
Discussion: Councilmember Fishburne stated this is a great time because Hopeful Horizons just came to town and they assist with victims of child abuse, domestic violence and sexual assault and that's a big step for the community. Mayor Young added that on April 28th, we would celebrate "Denim Day" in support of these victims.
Carried: All ayes.

5. A PROCLAMATION TO DESIGNATE APRIL AND MAY 2021 AS KEEP AMERICA BEAUTIFUL/GREAT AMERICAN CLEANUP MONTH.

Motion: Councilmember Fishburne; Second: Councilmember Bridge
Discussion: None.
Carried: All ayes.

City Manager Molinari said at the request of the Keep Walterboro Beautiful, formerly the City Appearance Board, they've asked about combining a couple of events to commemorate Keep America

Beautiful/Great American Cleanup Month. They ask that you pass this Proclamation designating April and May as cleanup months.

6. Consideration to authorize Mayor to execute forms pursuant to the Airport Coronavirus Response Grant Program (ACRGP) Grant Offer, Grant No. 3-45-0057-021-2021 for the Lowcountry Regional Airport.

Mayor Young then stated as we've done this once before, however, FAA has listed us as the sponsor on this grant and it's 100% money to the airport. It doesn't require any expenditures from the City, and it's a \$13,000 grant to the City. It can be used for anything that has to do with coronavirus, mitigation and cleaning up, etc. Part of the grant says that the governing body has to authorize the signing member to do that, so you are the governing body on this grant, therefore we need a motion to authorize me to sign the grant since the City is the host. As to number seven below, we've chosen attorney Bert Duffie to fulfill this role.

Motion: Councilmember Broderick; Second: Councilmember Brown
Discussion: None.
Carried: All ayes.

7. Consideration to authorize Airport Commission Attorney to act as Sponsor Attorney to execute 'Certificate of Sponsor's Attorney' document for the Airport Coronavirus Response Grant Program (ACRGP) Grant Offer, Grant No. 3-45-0057-021-2021 for the Lowcountry Regional Airport.

Motion: Councilmember Bridge; Second: Councilmember Broderick
Discussion: None.
Carried: All ayes.

8. Consideration of 2021 Rice Festival Requests for June 4-5, 2021, by Josh Bell, Chairman, Colleton County Rice Festival.

Motion: Councilmember Brown; Second: Councilmember Broderick
Discussion: None.
Carried: All ayes.

City Manager Molinari said the Request also includes the letter from Ashley Rohde regarding the rice run 5K that they are going to do on June 5th. Mayor Young then said Josh Bell and Bubba Trippe have been very patient in working through the pandemic and getting to this point where we can go forward with it as long as we are as careful as we can be, and I noticed that Spoleto is now going to go forward. We thank you Bubba and Josh for working so hard on this and starting over so many times.

9. Consideration of request from the Colleton County Veterans Council for the May 31, 2021, Memorial Day Ceremony (attached).

Motion: Councilmember Broderick; Second: Councilmember Bridge
Discussion: None.
Carried: All ayes.

Johnnie Holmes spoke and said he appreciated Council's consideration and as the letter states we are planning to hold our ceremony at 9:00 a.m. on the 31st and we've requested that the street be closed that morning at 8:00 a.m. as well as having the water turned off. We'll try our best to insure everyone has a mask on and maintains social distancing. We thank you for your consideration and for what you do for the veterans.

CITY MANAGER'S REPORT:

1. Consideration of a Request to Purchase a Police Vehicle.

Motion: Councilmember Brown; Second: Councilmember Broderick
Discussion: None.
Carried: All ayes.

City Manager Molinari said you have a memo and supporting documents from the Police Chief requesting the purchase of one new police vehicle. The department received two bids and one no bid. Staff recommends purchasing a Dodge Durango pursuit vehicle from Performance Dodge in Clinton, NC in the amount of \$33,627. The police package is \$5,030.73 for a total cost of \$38,657.73. When applying the local preference option the bid submitted by Walterboro Ford doesn't qualify to match the bid from Performance Dodge. There is sufficient capacity in the 2021-2022 General Fund Budget to absorb this expenditure and staff asks for favorable consideration of this request.

2. Consideration of Task Order #14 from Hybrid Engineering to perform design, contract administration, and construction observation services of the Sub-Systems 3 and 1-East Sewer Cleaning and CCTV inspection.

Motion: Councilmember Bridge; Second: Councilmember Broderick
Discussion: None.
Carried: All ayes.

The City Manager stated you have a memo and supporting documentation from the Public Works Director, Michael Crosby, to use Hybrid Engineering to perform design, construction observation and contract administration to oversee the cleaning and televising of sewer lines in the Gadsden Loop Rivers Street area in the amount of \$34,625. As you are aware, the City will be submitting a CDBG grant application to rehabilitate sewer lines in this area. Staff asks Council for favorable consideration of this request. The engineering costs will come from the proceeds of the bond issue that we completed last month.

3. Consideration of bids for the Sub-Systems 3 and 1-East Sewer Cleaning & CCTV Inspection.

Motion: Councilmember Broderick; Second: Councilmember Bridge
Discussion: None.
Carried: All ayes.

City Manager said you have a memo and supporting documentation from the Public Works Director, Michael Crosby regarding bids for the cleaning and CCTV inspection for sub-systems 3 and 1-east sewer. A bid opening was conducted on March 29th and we received bids from four contractors. Pipeview Technologies, LLC out of Wilmington, NC submitted the low bid of \$63,789. Hybrid Engineering has reviewed their qualifications and recommends awarding the contract to Pipeview. The project is part of the City's 10% match for the Gadsden Loop River Street sewer line improvement and staff ask for Council's favorable consideration of the request.

4. Consideration of Downtown Mural Project.

Motion: Councilmember Fishburne; Second: Councilmember Broderick
Discussion: None.
Carried: All ayes.

Assistant City Manager Hank Amundson stated we've worked with multiple building owners and we've talked with Keep Walterboro Beautiful on how to start public art and how to use murals to dress up some of our more drab or rundown walls in town, so you see this proposal and we've gone through several renditions to combine the mural with a welcome as you enter downtown Walterboro. The Arts Commission has contributed, Keep America Beautiful through South Carolina has contributed and some other individuals have contributed as listed in the memo. It's an exciting project and we're looking forward to it as we've been speaking about it for several years now.

A motion was by made by Councilmember Bridge to enter into Executive Session, seconded by Councilmember Fishburne and passed unanimously.

EXECUTIVE SESSION:

1. Contractual Matters:
 - a. Becoming a Tree City USA Community
 - b. Project Swan
2. Personnel Matter – Appointment to Capital Project Sales Tax Commission.

Councilmember Carl Brown made a motion to come out of Executive Session and enter into Open Session, seconded by Councilmember Broderick and passed unanimously.

OPEN SESSION:

The meeting returned to Open Session.

There being no further business to consider, a motion to adjourn was made by Councilmember Broderick, seconded by Councilmember Brown and passed unanimously. The Mayor adjourned the meeting at 7:31 P.M. Notice of this meeting, call-in phone number, webinar I.D. and link to view the video were distributed with the agenda packets, to all local media, posted on City Hall bulletin boards and on the City's website at least twenty-four hours prior to meeting time.

Respectfully,

Callie Seals
City Clerk

APPROVED: May ____, 2021

ORDINANCE # 2021-03

AN ORDINANCE ADOPTING THE CITY GENERAL FUND BUDGET FOR FISCAL YEAR 2021-2022 AND MATTERS RELATING THERETO.

WHEREAS, the 2021-2022 General Fund Budget has been presented and considered;
and

WHEREAS, a public hearing on the budget has been properly advertised and conducted on June 1, 2021.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Walterboro, South Carolina, in Council Assembled, as follows:

1. The 2021-2022 City General Fund Budget is hereby adopted in the amount of \$7,541,899 with revenues and expenditures as set out in the budget document attached.
2. The property tax rate shall be set at eighty-six point four (86.4) mills.

This ordinance shall be effective July 1, 2021.

DONE, this 1st day of June, 2021.

William T. Young, Jr.
Mayor

ATTEST:

Callie A. Seals
City Clerk

First Reading: May 4, 2021

Public Hearing: _____

Second Reading: _____

**CITY OF WALTERBORO
FY 2021-2022 BUDGET
SUMMARY SHEET BY CATEGORY**

Attachment to Ordinance
#2021-03, Page 1

LINE ITEM	APPROVED FY 2020-2021 BUDGET	FY 2021-2022 DEPARTMENT REQUEST	FY 2021-2022 MANAGER'S RECOMMENDATION	FY 2021-2022 COUNCIL APPROVED
REVENUE				
GENERAL FUND	\$ 7,506,569	\$ 7,201,817	\$ 7,541,899	
EXPENDITURES				
CITY COUNCIL				
PERSONNEL	\$ 139,325	\$ 136,423	\$ 137,413	
OPERATING	\$ 83,253	\$ 80,148	\$ 82,398	
CAPITAL	\$ -			
SUBTOTAL	\$ 222,578	\$ 216,571	\$ 219,811	\$ -
CITY MANAGER				
PERSONNEL	\$ 331,785	\$ 342,883	\$ 349,170	
OPERATING	\$ 35,223	\$ 35,606	\$ 35,606	
CAPITAL	\$ -			
SUBTOTAL	\$ 367,008	\$ 378,489	\$ 384,776	\$ -
FINANCE				
PERSONNEL	\$ 218,983	\$ 219,959	\$ 222,631	
OPERATING	\$ 160,720	\$ 176,950	\$ 176,950	
CAPITAL	\$ -	\$ -		
SUBTOTAL	\$ 379,703	\$ 396,909	\$ 399,581	\$ -
PUBLIC WORKS				
PERSONNEL	\$ 535,345	\$ 487,551	\$ 516,227	
OPERATING	\$ 418,491	\$ 392,310	\$ 377,310	
CAPITAL	\$ 180,000	\$ 203,003	\$ 145,003	
SUBTOTAL	\$ 1,133,836	\$ 1,082,864	\$ 1,038,540	\$ -
PLANNING & DEVELOPMENT				
PERSONNEL	\$ 118,238	\$ 105,430	\$ 106,543	
OPERATING	\$ 91,260	\$ 96,673	\$ 86,473	
CAPITAL	\$ -	\$ -	\$ -	
SUBTOTAL	\$ 209,498	\$ 202,103	\$ 193,016	\$ -
POLICE				
PERSONNEL	\$ 2,174,187	\$ 2,198,836	\$ 2,218,865	
OPERATING	\$ 457,504	\$ 496,747	\$ 476,247	
CAPITAL	\$ 102,750	\$ 155,014	\$ 116,374	
SUBTOTAL	\$ 2,734,441	\$ 2,850,597	\$ 2,811,486	\$ -
JUDICIAL				
PERSONNEL	\$ 132,626	\$ 136,438	\$ 137,912	
OPERATING	\$ 66,799	\$ 71,000	\$ 71,372	
CAPITAL	\$ -	\$ -	\$ -	
SUBTOTAL	\$ 199,425	\$ 207,438	\$ 209,284	\$ -

**CITY OF WALTERBORO
FY 2021-2022 BUDGET
SUMMARY SHEET BY CATEGORY**

Attachment to Ordinance
#2021-03, Page 2

LINE ITEM	APPROVED FY 2020-2021 BUDGET	FY 2021-2022 DEPARTMENT REQUEST	FY 2021-2022 MANAGER'S RECOMMENDATION	FY 2021-2022 COUNCIL APPROVED
FIRE				
PERSONNEL	\$ 1,061,862	\$ 1,060,817	\$ 1,069,154	
OPERATING	\$ 253,242	\$ 254,435	\$ 250,235	
CAPITAL	\$ -	\$ 24,800	\$ -	
SUBTOTAL	\$ 1,315,104	\$ 1,340,052	\$ 1,319,389	\$ -
PARKS				
PERSONNEL	\$ 366,555	\$ 388,768	\$ 394,847	
OPERATING	\$ 374,293	\$ 368,108	\$ 355,608	
CAPITAL	\$ -	\$ 9,500	\$ -	
SUBTOTAL	\$ 740,848	\$ 766,376	\$ 750,455	\$ -
TOURISM				
PERSONNEL	\$ 99,334	\$ 113,762	\$ 117,694	
OPERATING	\$ 50,587	\$ 45,731	\$ 45,731	
SUBTOTAL	\$ 149,921	\$ 159,493	\$ 163,425	\$ -
WILDLIFE CENTER				
PERSONNEL	\$ 17,421	\$ 15,071	\$ 5,383	
OPERATING	\$ 36,786	\$ 46,253	\$ 46,753	
SUBTOTAL	\$ 54,207	\$ 61,324	\$ 52,136	\$ -
TOTAL ALL EXPENDITURES	\$ 7,506,569	\$ 7,662,216	\$ 7,541,899	\$ -
GENERAL FUND - FUND BALANCE				
BALANCE	\$ -	\$ (460,399)	\$ -	\$ -

ORDINANCE # 2021-04

AN ORDINANCE ADOPTING THE CITY ENTERPRISE FUND BUDGET FOR FISCAL YEAR 2021-2022 AND MATTERS RELATING THERETO.

WHEREAS, the 2021-2022 Enterprise Fund Budget has been presented and considered; and

WHEREAS, a public hearing on the budget has been properly advertised and conducted on June 1, 2021.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Walterboro, South Carolina, in Council Assembled, as follows:

The 2021-2022 City Enterprise Fund Budget is hereby adopted with revenues and expenditures in the amount of \$4,547,414 as set out in the budget document attached.

This ordinance shall be effective July 1, 2021.

DONE, this 1st day of June, 2021.

William T. Young, Jr.
Mayor

ATTEST:

Callie A. Seals
City Clerk

First Reading: May 4, 2021

Public Hearing: _____

Second Reading: _____

**CITY OF WALTERBORO
FY 2021-2022 BUDGET
SUMMARY SHEET BY CATEGORY**

Attachment to Ordinance
#2021-04, Page 1

LINE ITEM	APPROVED FY 2020-2021 BUDGET	FY 2021-2022 DEPARTMENT REQUEST	FY 2021-2022 MANAGER'S RECOMMENDATION	FY 2021-2022 COUNCIL APPROVED
STATEMENT OF CASH FLOWS	\$ 1,675,174	\$ 1,604,173	\$ 1,604,173	
REVENUE				
UTILITY FUND	\$ 4,333,830	\$ 4,445,700	\$ 4,439,800	
EXPENDITURES				
WATER				
PERSONNEL	\$ 498,992	\$ 532,627	\$ 536,633	
OPERATING	\$ 456,461	\$ 574,072	\$ 541,072	
CAPITAL	\$ 379,000	\$ 30,000	\$ -	
SUBTOTAL	\$ 1,334,453	\$ 1,136,699	\$ 1,077,705	\$ -
UTILITY SUPPORT				
PERSONNEL	\$ 177,986	\$ 201,570	\$ 203,917	
OPERATING	\$ 81,354	\$ 82,974	\$ 75,174	
DEBT	\$ 565,438	\$ 656,176	\$ 630,499	
SUBTOTAL	\$ 824,778	\$ 940,720	\$ 909,590	\$ -
SANITATION				
PERSONNEL	\$ 150,170	\$ 239,806	\$ 242,046	
OPERATING	\$ 131,468	\$ 224,316	\$ 214,316	
CAPITAL	\$ -	\$ -	\$ -	
SUBTOTAL	\$ 281,638	\$ 464,122	\$ 456,362	\$ -
SEWER				
PERSONNEL	\$ 258,327	\$ 277,343	\$ 279,833	
OPERATING	\$ 487,575	\$ 486,437	\$ 474,437	
CAPITAL	\$ 152,000	\$ 37,500	\$ -	
SUBTOTAL	\$ 897,902	\$ 801,280	\$ 754,270	\$ -
SEWER SUPPORT				
PERSONNEL	\$ 301,788	\$ 320,874	\$ 323,766	
OPERATING	\$ 46,810	\$ 49,685	\$ 49,685	
CAPITAL	\$ 10,036	\$ 247,174	\$ 107,614	
SUBTOTAL	\$ 358,634	\$ 617,733	\$ 481,065	\$ -
UTILITY SUPPORT TO GF	\$ 707,426	\$ 485,146	\$ 868,422	
UTILITY FUND SUBTOTAL	\$ 4,404,831	\$ 4,445,700	\$ 4,547,414	\$ -
USE OF NET POSITION	\$ 71,000	\$ -	\$ 107,614	\$ -
ENDING NET POSITION				
YEAR END STATEMENT OF CASH FLOW	\$ 1,604,173	\$ 1,604,173	\$ 1,496,559	\$ -

ORDINANCE #2021-05

AN ORDINANCE OF THE CITY OF WALTERBORO, SOUTH CAROLINA, AMENDING THE COMPREHENSIVE FEE SCHEDULE FOR THE UTILITY SUPPORT DEPARTMENT

WHEREAS, the City of Walterboro from time to time must review its fees and charges and make adjustments as necessary; and

WHEREAS, the need to maintain a comprehensive fee schedule for all City of Walterboro fees is necessary; and

WHEREAS, the fees recommended by the Mayor and Walterboro City Council are as follows:

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Walterboro, the following fees are amended or adopted:

WATER

Minimum bi-monthly charges

<u>Service Size/Type</u>	<u>In City</u>	<u>Out of City</u>
¾" Residential	\$ 23.11	\$ 46.22
¾" Commercial	\$ 23.11	\$ 46.22
1" Residential	\$ 44.60	\$ 89.20
1" Commercial	\$ 44.60	\$ 96.36
1¼" Residential	\$ 80.19	\$ 160.38
1¼" Commercial	\$ 80.19	\$ 160.38
1½" Residential	\$ 80.19	\$ 160.38
1½" Commercial	\$ 80.19	\$ 160.38
2" Residential	\$ 132.65	\$ 265.30
2" Commercial	\$ 132.65	\$ 265.30
3" Residential	\$ 260.22	\$ 520.44
3" Commercial	\$ 260.22	\$ 520.44
4" Residential	\$ 450.19	\$ 900.37
4" Commercial	\$ 455.97	\$ 911.95
6" Residential	\$ 895.28	\$1,790.56
6" Commercial	\$ 899.90	\$1,799.81
8" Residential	\$1,848.80	\$3,697.60
8" Commercial	\$1,848.80	\$3,697.60

*Minimum charge included first 4,000 gallons

*Fire protection sprinklers 0.14 per head

*#31 Fire hydrant \$11.55

*#32 Fire hydrant \$33.26

Usage Rates – Per Thousand

	<u>In City</u>	<u>Out of City</u>
First 4,000 gals	Included in minimum charge	
Next 36,000 gals	\$1.49	\$2.98
Next 160,000 gals	\$1.42	\$2.84
All over 200,000 gals	\$1.36	\$2.72

WATER TAP FEES

<u>Service Size</u>	<u>In City</u>	<u>Out of City</u>
¾"	\$1,160.00	\$2,320.00
1"	\$1,297.00	\$2,594.00
1½"	\$2,471.00	\$4,945.00
2"	\$2,979.00	\$5,958.00
Over 2"	Cost plus 20% (refer to Director)	
Road Bore	\$1,600.00	\$1,600.00

SEWER

Usage Rates

	<u>In City</u>	<u>Out of City</u>
Rate per Thousand	\$4.50	\$9.00
Facility Charge	\$4.00	\$8.00

SEWER TAP FEES

<u>Service Type</u>	<u>In City</u>	<u>Out of City</u>
Residential	\$1,653.00	\$3,306.00
Business	\$2,631.00	\$5,262.00
Restaurant	\$3,794.70	\$7,589.40
Motel/Apartments	\$2,631.00	\$5,262.00
	\$ 100.00 1 st unit	\$ 200.00
	each additional	

SANITATION

Residential rollout	\$30.00
Commercial rollout	\$34.00

ADMINISTRATIVE FEES

Service deposit	\$100.00	Terminate/restore tap fee	\$400.00
Turn on/off service fee	\$ 5.00	Tampering fee	\$100.00
Missed appointment fee 2 nd visit	\$ 25.00	Non-refund hydrant deposit	\$150.00
Late fee	\$ 10.00	DHEC H2O	\$ 0.75
Processing cut-off/on	\$ 30.00	DHEC Sewer	\$ 1.00
Water meter removal/replacement	\$ 50.00	Certified letter fee	\$ 10.00

This ordinance shall be effective July 1, 2021.

DONE, this 1st day of June, 2021.

William T. Young, Jr.
Mayor

ATTEST:

Callie A. Seals
City Clerk

First Reading: May 4, 2021
Public Hearing: _____
Second Reading: _____

**RESOLUTION NO. 2021-R-06
COMMUNITY FACILITY GRANT RESOLUTION**

**State of South Carolina
County of Colleton**

For funding the purchase of a Fire Truck, City of Walterboro has made application to USDA, Rural Development for Community Facility Grants in the amount of \$50,000.00 to assist in the need for essential community facilities in rural areas of Walterboro, South Carolina.

A meeting of the City of Walterboro Council, governing body, was duly called and held on May 4, 2021. The governing body is composed of _____ members of whom _____, constituting a quorum, were present at this meeting. At the meeting, the City of Walterboro, governing body, adopted a resolution agreeing to the responsibilities and requirement of Form RD1940-1, "Request for Obligation of Funds", with attachment and authorizing William T. Young, Jr., Mayor, and Callie A. Seals, City Clerk, to execute this form and Forms RD 400-1, "Equal Opportunity Agreement", 400-4, "Assurance Agreement", 442-7, "Operating Budget" and 1942-46, "Letter of Intent to Meet Conditions", RD 3570-3, "Agreement for Administrative Requirements for Community Facilities Grants", AD-1047, "Certification Regarding Debarment, Suspension and other Responsibility Matters – Primary covered Transactions", AD-1048, "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion – Lower Tier Covered Transaction", AD-1049, "Certification Regarding Drug-Free Workplace Requirements (Grants) Alternative I – for Grantees Other Than Individuals", and Exhibit A-1 of RD Instruction 1940-Q, "Certification for Contract, Grants, and Loans".

The vote was:

Yeas _____ Nays _____ Absent _____

SEAL

William T. Young, Jr.

Attest:

Callie A. Seals, City Clerk

RESOLUTION NO. 2021-R-07
COMMUNITY FACILITY GRANT RESOLUTION

State of South Carolina
County of Colleton

For funding the purchase of Police Vehicles, City of Walterboro has made application to USDA, Rural Development for Community Facility Grants in the amount of \$49,900.00 to assist in the need for essential community facilities in rural areas of Walterboro, South Carolina.

A meeting of the City of Walterboro Council, governing body, was duly called and held on May 4, 2021. The governing body is composed of _____ members of whom _____, constituting a quorum, were present at this meeting. At the meeting, the City of Walterboro, governing body, adopted a resolution agreeing to the responsibilities and requirement of Form RD1940-1, "Request for Obligation of Funds", with attachment and authorizing William T. Young, Jr., Mayor, and Callie A. Seals, City Clerk, to execute this form and Forms RD 400-1, "Equal Opportunity Agreement", 400-4, "Assurance Agreement", 442-7, "Operating Budget" and 1942-46, "Letter of Intent to Meet Conditions", RD 3570-3, "Agreement for Administrative Requirements for Community Facilities Grants", AD-1047, "Certification Regarding Debarment, Suspension and other Responsibility Matters – Primary covered Transactions", AD-1048, "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion – Lower Tier Covered Transaction", AD-1049, "Certification Regarding Drug-Free Workplace Requirements (Grants) Alternative I – for Grantees Other Than Individuals", and Exhibit A-1 of RD Instruction 1940-Q, "Certification for Contract, Grants, and Loans".

The vote was:

Yeas _____ Nays _____ Absent _____

SEAL

William T. Young, Jr.

Attest:

Callie A. Seals, City Clerk

RESOLUTION NO. 2021-R-08
COMMUNITY FACILITY GRANT RESOLUTION

State of South Carolina
County of Colleton

For funding the purchase of a Backhoe, City of Walterboro has made application to USDA, Rural Development for Community Facility Grants in the amount of \$49,800.00 to assist in the need for essential community facilities in rural areas of Walterboro, South Carolina.

A meeting of the City of Walterboro Council, governing body, was duly called and held on May 4, 2021. The governing body is composed of _____ members of whom _____, constituting a quorum, were present at this meeting. At the meeting, the City of Walterboro, governing body, adopted a resolution agreeing to the responsibilities and requirement of Form RD1940-1, "Request for Obligation of Funds", with attachment and authorizing William T. Young, Jr., Mayor, and Callie A. Seals, City Clerk, to execute this form and Forms RD 400-1, "Equal Opportunity Agreement", 400-4, "Assurance Agreement", 442-7, "Operating Budget" and 1942-46, "Letter of Intent to Meet Conditions", RD 3570-3, "Agreement for Administrative Requirements for Community Facilities Grants", AD-1047, "Certification Regarding Debarment, Suspension and other Responsibility Matters – Primary covered Transactions", AD-1048, "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion – Lower Tier Covered Transaction", AD-1049, "Certification Regarding Drug-Free Workplace Requirements (Grants) Alternative I – for Grantees Other Than Individuals", and Exhibit A-1 of RD Instruction 1940-Q, "Certification for Contract, Grants, and Loans".

The vote was:

Yeas _____ Nays _____ Absent _____

SEAL

William T. Young, Jr.

Attest:

Callie A. Seals, City Clerk



Mr. Mayor & Council:

On behalf of the Colleton Relay for Life committee, we respectfully request permission to "Paint the Town Purple" the week of June 20th – 26th. We would also like to request permission to hang the Relay for Life banner across Jefferies Blvd during the same week. We request to host the luminary service at the Walterboro Wildlife Center amphitheater with all social distancing measures followed. We light glowsticks in the luminaria bags at dark and have a DJ set up on the stage. The expected time will be 6-9pm and we will use only glowsticks, solar or battery-operated lighting to ensure safety. All luminary and signs will be picked up that evening after 9pm.

Thank you in advance for your consideration.

Sincerely,

Jessica Cartrette

Colleton Relay for Life Chairperson

843-830-3969



Paint the Town Purple:

This will consist of businesses and homeowners decorating their own spaces in support of Relay for Life. We will give those who participate the opportunity to turn in photo of their décor which will be posted to the Relay For Life Colleton County Facebook page where votes can be placed to name a winner for best decorated. We will present a plaque or trophy to the winner and announce it through the Press and Standard as well as our Facebook page.

Relay Banner:

This is the normal Relay for Life Colleton banner that stretches across Jefferies Blvd each year.

Luminary Service:

This is new for us since we can not currently have a full event this allows us to continue to raise funds as well as keep everyone engaged. Our plan is to place the luminary bags around the amphitheater. The bags will be setup in a way to allow everyone to enjoys it while also maintain social distancing. The bags are purchased by donation to Relay and decorated with images and names in memory/honor of a cancer patients past and present. We will be lighting glowsticks instead of candles and for the torches we offer will be using solar lights or led battery lights so that there is no open flame. We would start setting up that afternoon and light everything up at dark we can clean everything up that night after 9pm.

NOTICE OF ANNUAL RETREAT

Walterboro City Council

Walterboro City Council will conduct its 2021 City Council Planning Retreat Wednesday, May 12, 2021, to be held at: Walterboro Wildlife Center, 100 S. Jefferies Blvd., Walterboro, SC 29488. No formal action will be taken on any item at this retreat. Any action items will be brought back to a regular Council meeting for Council's consideration.

5. Cost Analysis

City of Walterboro

Billing Statements: 5,680 one-page statements BI monthly plus 1,500 BI Monthly delinquents

Processing Service

The per statement estimate price is all inclusive with our:

- Processing that includes collating, sorting, address standardization, CASS Certification, best postal discount
- Barcoding
- White Paper 24#
- Folding and Inserting
- #10 double window outside envelope
- #8 5/8 single window return envelope
- Preparation and Delivery to USPS

Statement Account 8.5 x 11	\$0.11 per statement first page
Suppressed Account	\$0.04 per suppressed bill
Additional Page	\$0.06 per page
Duplex Page	\$0.01 based on sample Quoted based on specification
Inserts (can be added selectively)	\$0.01 per insert
PDF Image	Included
Minimum Monthly Charge	N/A
Processing Fee for any file less than 500 pieces	\$10.00 per file
Programming Charge	\$100.00 per hour
Initial Setup Fee	\$3,000.00 Waived*

Projected Cost (BI-Monthly) to print 5,680 one-page duplex statements and pdf image is \$681.60

Projected Cost (BI-Monthly) to print 1,500 delinquent statements with duplex is \$180.00

* This fee has been waived contingent on an Agreement being signed by June 25, 2021.



MEMORANDUM

TO: Mayor and City Council
FROM: City Manager
DATE: April 27, 2021
SUBJECT: Appointments to Capital Project Sales Tax Commission

The City of Walterboro needs to appoint two (2) members to the Capital Project Sales Tax Commission. Holland Maness and Spencer Witkin have each expressed a willingness to serve. If you have any questions, comments, or suggestions, please do not hesitate to contact me, or come by City Hall at your convenience.

Sincerely,

Jeffrey P. Molinari
City Manager

STATE OF SOUTH CAROLINA)
)
)
COUNTY OF COLLETON)

**LAW ENFORCEMENT
ASSISTANCE AND SUPPORT AGREEMENT**

This agreement is made and entered into this _____ day of _____ 2021, by and between the **COLLETON COUNTY SHERIFF’S OFFICE**, 394 Mable T. Willis Blvd., Walterboro, SC 29488 and the **WALTERBORO POLICE DEPARTMENT**, 242 Hampton Street, Walterboro, SC 29488.

WHEREAS, as amended on June 3, 2016, South Carolina Code Ann. Section 23-20-10, et seq., provides for contractual agreements between and among state, county, municipal and local law enforcement agencies for the purpose of providing the proper and prudent exercise of public safety functions across jurisdictional lines;

WHEREAS, the **COLLETON COUNTY SHERIFF’S OFFICE** desires to enter into such an agreement with the **WALTERBORO POLICE DEPARTMENT** for the purposes of securing to each other the benefits of mutual aid in the event of natural disaster, disorder, special events, emergency situations, and any other law enforcement activities;

WHEREAS, the purpose of this Agreement is to define the scope of such mutual aid and the responsibilities of the parties; and

WHEREAS, during these activities, it is possible that law enforcement officers will respond to, become involved with, and/or deal with emergency situations, civil disorders, arrests, natural or manmade disasters, pursuits of criminal suspects, location of missing persons, criminal investigations, and/or any other matter handled by law enforcement, and the requesting agency desires replying agency’s officers to have lawful authority and jurisdiction to respond to, become involved with, and/or deal with these or any other situations which may arise during the presence of responding agency’s officers in the requesting agency’s jurisdiction.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, it is the intent of the parties to share jurisdiction under this written Agreement to the fullest extent permitted under South Carolina law and it is further agreed as follows:

1. VESTING OF AUTHORITY AND JURISDICTION

To the fullest extent permitted by the Constitution and the statutes of this State, officers assigned under the Agreement shall be vested with authority, jurisdiction, rights, immunities, and privileges outside his resident jurisdiction for the purpose of investigation, arrest, or any other activity related to the criminal activity for which the agreement is drawn. This Agreement is in no way intended to effect any other multi-jurisdictional agreement(s) which may exist between the agencies. The assistance to be rendered pursuant to this Agreement shall solely involve responding law enforcement officers from one party’s jurisdiction to the other. When so responding, such law enforcement officers shall have all powers and authorities of law enforcement officers employed by the requesting jurisdiction. However, local ordinances adopted by a responding party’s jurisdiction shall not be deemed extended into areas of operation that are located outside the geopolitical territorial limits of that party.

2. **REQUEST FOR ASSISTANCE**

The responding law enforcement officers may be requested in response to any public safety function across jurisdictional lines, such as multijurisdictional task forces, criminal investigations, patrol services, crowd control, traffic control and safety, and other emergency service situations. Assistance provided in this Agreement includes, but is not limited to:

- A. Emergency Situations;
- B. Civil Disorders;
- C. Natural or Manmade Disasters;
- D. Mass Processing of Arrests;
- E. Transporting of Prisoners;
- F. Operating Temporary Detention Facilities & Housing Inmates;
- G. Arrests;
- H. Pursuits of Criminal Suspects;
- I. Location of Missing Persons;
- J. Traffic Control and Safety;
- K. Criminal Investigations; or
- L. Any Other Matter Handled by Law Enforcement for that Particular Jurisdiction.

3. **PRIMARY RESPONSIBILITY**

It is agreed and understood that the primary responsibility of the parties to this Agreement is to provide law enforcement services within the geographical boundaries of their respective jurisdictions. Therefore, it is agreed that the law enforcement agency whose assistance is requested shall be the sole judge as to whether or not it can respond and to what extent it can comply with the request for assistance from the other agency.

4. **PROCEDURE FOR REQUESTING LAW ENFORCEMENT ASSISTANCE**

- A. Request. A request for assistance shall only be made by **the Sheriff (or Chief) of Colleton County**, or his/her designee, or **the Chief for WALTERBORO POLICE DEPARTMENT** or his/her designee. This request shall include a description of the situation creating the need for assistance, the specific aid needed, the approximate number of law enforcement officers requested, the location to which law enforcement personnel are to be dispatched, and the officer in charge of such location.
- B. Reply. A reply to any request for assistance shall only be made by **the Sheriff (or Chief) of Colleton County**, or his/her designee, or **the Chief for WALTERBORO POLICE DEPARTMENT**, or his/her designee. If the request is granted, the requesting law enforcement agency shall be immediately informed of the number of law enforcement officers to respond.
- C. Officer in Charge. The responding law enforcement officers shall report to the officer in charge of the requesting law enforcement agency at the designated location and shall be subject to the lawful orders and commands of that officer. The responding law enforcement officer shall exert their best efforts to cooperate with, and aid, the requesting law enforcement agency. The responding law enforcement officers shall be responsible at all times for acting within the policies and procedures set forth in the policy and procedure manual of the law enforcement agency by which they are regularly employed.

D. Release. The responding law enforcement officers shall be released by the officer in charge when their services are no longer required or when they are needed to respond to a situation within the geographic boundaries of their own jurisdiction; provided however, the responding law enforcement officers shall use their best efforts to complete the requested service prior to being released.

5. PERSONNEL, COSTS AND RECORDS

Except as otherwise agreed among the parties, each party shall maintain control over its personnel. Except as otherwise provided herein, each party shall bear its own costs incurred in the performance of its obligations hereunder, and shall keep its own personnel and other usual records as to its assigned officers.

Any and all records of law enforcement activities conducted pursuant to this Agreement shall be the property of and maintained by the agency conducting the activity, including any incident reports, citations, photographs, or other images captured on any photographic or digital media. Nothing contained herein prohibits or precludes any participating agency from making or maintaining a copy of any such records referenced above.

6. REQUESTS FOR INFORMATION PURSUANT TO THE SOUTH CAROLINA FREEDOM OF INFORMATION ACT

Upon receipt, each agency participating in this Agreement must respond to requests for information pursuant to the South Carolina Freedom of Information Act.

7. COMPENSATION

This Agreement shall in no manner affect or reduce the compensation, pension, or retirement rights of any responding officer. Except as otherwise agreed, each party shall bear its own costs and expenses incurred in complying with this Agreement.

8. INSURANCE

Each party shall maintain such insurance coverage for general liability, workers' compensation, and other such coverage as may be required by law or deemed advisable by individual parties.

9. EMPLOYMENT STATUS

Nothing herein shall be construed or interpreted to imply that the law enforcement officers responding in accordance with this Agreement shall be the employees of the law enforcement agency requesting such assistance.

10. MODIFICATION OR AMENDMENT

This Agreement shall not be modified, amended, or changed in any manner except upon express written consent of the parties to this Agreement.

11. RESPONSIBILITY TO RESPECTIVE GOVERNING BODIES

Each party is responsible for any approval requirements to their respective governing body as may be required under South Carolina law.

12. SEVERABILITY

Should any part of this Agreement be found to be unenforceable by any court or other competent authority, then the rest shall remain in full force and effect.

13. BINDING SUCCESSORS IN OFFICE

All parties agree that any and all successors in interest to their offices will be similarly bound by the terms of this agreement without necessitating execution of any amendment.

14. NO INDEMNIFICATION OR THIRD PARTY RIGHTS

To the extent provided by law, the parties shall be solely responsible for the acts and omissions of their respective employees, officers, and officials, and for any claims, lawsuits and payment of damages that arise from activities of its officers. No right of indemnification is created by this agreement and the parties expressly disclaim such. The provisions of this agreement shall not be deemed to give rise to or vest any rights or obligations in favor of any rights or obligations in favor of any party or entity not a party to this agreement.

15. TERMINATION

This Agreement shall be terminated at any time upon written notice to the other party to this Agreement.

16. TERM AND RENEWAL

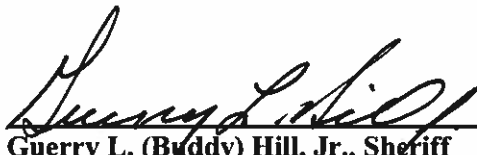
This Agreement is effective as to each party at the date and time of signing and will automatically renew each anniversary date, year to year, and term to term unless a party exercises its right to terminate as further described herein.

17. USE OF EQUIPMENT AND FACILITIES

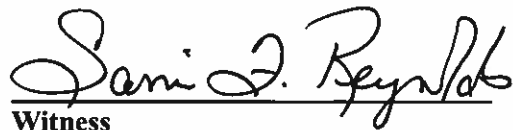
Each party shall be responsible for the maintenance of its own equipment and shall be responsible for the procurement of facilities unless otherwise agreed upon by the parties.

IN WITNESS WHEREOF, these parties have set their hands and seals at the date set forth above.

COLLETON COUNTY SHERIFF'S OFFICE


Guerry L. (Buddy) Hill, Jr., Sheriff
Colleton County Sheriff's Office

WITNESSES


Witness

WALTERBORO POLICE DEPARTMENT

Chief Wade Marvin
Walterboro Police Department

Witness