



**WALTERBORO CITY COUNCIL
REGULAR MEETING
JANUARY 3, 2023
CITY HALL
6:15 P.M.**

AGENDA

I. Call to Order:

1. Invocation.
2. Pledge of Allegiance.

II. Public Input on Agenda Items:

III. Presentations:

1. STOP Pedophiles Housing on Barracada Road.

IV. Approval of Minutes:

1. Regular Meeting – November 1, 2022
2. Regular Meeting – December 6, 2022

V. New Business:

1. Consideration of a request from The Interdenominational Community Alliance to use the city parking lot (across from the water department) for a Pop-Up Shopping event on Saturday, March 4, 2023, from 8:00 A.M. until 3:00 P.M (Letter attached).
2. Notice of 2023 Annual Retreat, Location and Time (attached).
3. Consideration of rescheduling the February 7, 2023, Regular City Council Meeting.

VI. City Manager's Report:

1. Pine Needle Road Emergency Sewer Repair (Memo attached).
2. Request to purchase new vehicle – Parks Department (Memo attached).

VII. Executive Session:

1. Personnel Matter – Main Street South Carolina Steering Committee.

VIII. Open Session:

1. Council May Take Action on Items Discussed in Executive Session.

IX. Adjournment:

Jeffrey Molinari

From: Adrienne Nettles
Sent: Friday, December 30, 2022 11:16 AM
To: Jeffrey Molinari
Subject: Fwd: Council Meeting

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From: nettleskrn@yahoo.com <nettleskrn@yahoo.com>
Sent: Friday, December 30, 2022 9:45 AM
To: Adrienne Nettles <anettles@walterborosc.org>
Subject: Council Meeting

CAUTION: This email originated from outside of the organization! Do not click links, open attachments or reply, unless you recognize the sender's email address and know the content is safe!

Good Morning!

There is a group of concerned citizens who would like to address the council on Tuesday, January 3rd regarding Shield Ministries and their intent to move an halfway house onto Barracada Road. We realize this is not necessarily a City Council driven issue but would like to discuss and ask for support in our efforts to halt this project.

Respectfully,

Nikki Nettles

Walterboro City Council Meeting

City Hall

November 1, 2022

Minutes

A Regular Meeting of Walterboro City Council was held at City Hall on Tuesday November 1, 2022, at 6:15 P.M., with Mayor Bill Young presiding.

Present: Mayor Bill Young, Councilmembers: Carl Brown, Judy Bridge, Paul Siegel, James Broderick, and Ladson Fishburne. City Manager Jeff Molinari, Assistant City Manager Ryan McLeod, City Attorney Brown McLeod, City Clerk Adrienne Nettles, Finance Director Amy Risher, Anthony Herndon with Brice Herndon Draft Horse and Carriage Company, The Colleton Preparatory Academy Lady Hawks Tennis Team, and Representatives from Merchants on Main Street. Councilmember Greg Pryor was absent.

Call To Order:

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

Public Input on Agenda Items:

There was no public input on agenda items.

Approval of Minutes:

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

1. Regular Meeting September 6, 2022
2. Special Called Meeting September 19, 2022
3. Regular Meeting October 4, 2022

New Business:

1. **Resolution # 2022-R-15**, A RESOLUTION APPROVING FINANCING TERMS WITH SOUTH STATE BANK FOR THE PURCHASE OF A 2022 E-ONE TOP MOUNT COMMERCIAL PUMPER FIRE TRUCK.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council in your agenda packet you have a resolution to approve the financing terms for a new pumper truck for the Fire Department. We will be financing \$411,941 for a period of 5 years at a 3.35% interest rate with South State Bank. Staff asks Council for their favorable consideration.

Councilmember Bridge asked what is the delivery date for the truck?

City Manager Molinari stated the Fire Chief is going down to Florida this week to inspect the new truck, and we are hoping to have it delivered in a few weeks.

Motion: Councilmember Broderick; Seconded by Councilmember Fishburne.

Discussion: None.

Carried: All ayes.

2. A PROCLAMATION RECOGNIZING THE ACHIEVEMENTS OF THE COLLETON PREPARATORY ACADEMY (CPA) LADY HAWKS TENNIS TEAM – 2022 SCISA 2A STATE TENNIS CHAMPIONS.

Mayor Young read the proclamation and the members of the CPA Lady Hawks Tennis Team were recognized by City Council and the audience.

Motion: Councilmember Fishburne; Seconded by Councilmember Brown

Discussion: None.

Carried: All ayes.

3. Consideration of a request from Brice Herndon Draft Horse and Carriage Company to conduct horse-drawn holiday carriage rides on Hampton Street and East Washington Street on December 1-3, and December 10-13, 2022.

City Manager Molinari stated I have spoken with the Police Chief, and we have had positive feedback about the rides that were done last month. Staff is in support of this request.

Councilmember Bridge asked, what are the hours for the rides?

Anthony Herndon stated we will start at dark and end at 9:00 P.M.

Councilmember Broderick asked how is the reaction of the motorist, when you all are out doing the rides?

Anthony Herndon stated the motorist have been fine and we have not had any issues.

Motion: Councilmember Broderick; seconded by Councilmember Bridge

Discussion: None

Carried: All ayes.

4. Consideration of a request from In His Name Colleton to use the city parking lot on Saturday, December 17, 2022, from 7:00 AM until 3:00 PM for its Annual Free Christmas Dinner.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet a request from In His Name Colleton to conduct their annual Christmas Dinner on Saturday December 17, 2022, at the city parking lot. This is the parking lot off East Washington and Hampton Street. There are no events going on at the church that day, and staff recommends approval for this request.

Motion: Councilmember Bridge; Seconded by Councilmember Siegel

Discussion: None

Carried: All ayes

5. Consideration of a request from Merchants on Main to temporarily waive the city's peddler requirements and to allow food trucks for "First Thursday" events on Thursday, November 3, 2022, and Thursday, December 1, 2022.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet an email from Rilee Westbury requesting for the First Thursday events to be held on Thursday, November

3, 2022, and Thursday, December 1, 2022, and to waive the City's peddler permit requirements, and to also approve the use of food trucks.

Councilmember Broderick asked are we going to handle this like we handle the Rice Festival?

City Manager Jeff Molinari stated it will be handled under the umbrella of the First Thursday event.

Councilmember Bridge asked are they planning to put the food trucks down on Main Street?

City Manager Jeff Molinari stated it is my understanding they are looking to utilize the farther end of East Washington Street closest to Lucas Street. There is not a lot of activity on that end of the street, and they are trying to bring more activity.

Mayor Young stated I think we have a lot of people here tonight who are in support of these events, and it is great that we have merchants downtown who are driving these efforts.

Rilee Westbury stated we have two different scenarios that we are working out. We were originally thinking we would like to use the parking spaces to put the vendors and possibly put the food trucks on Lucas Street, North Memorial, and the front part of East Washington Street. We have regrouped on that and think it would be best to use the city parking lot if we realized that we did not have enough room.

Heather Berry stated we would like permission to use the parking lot. The only reason we are coming up with that for this event on Thursday is Jason Cook will also be there playing on Main Street. He could bring in a larger crowd than we would anticipate. We just want to make sure that we can disperse the crowd evenly, and it will move people further down the street. The merchants at the end of the street are not getting attention, so we want people to move down that way more.

Rilee Westbury stated we have approximately 4-5 food trucks, and 22 vendors. The food trucks are all DHEC approved. They may not have a city license to run the food truck, but they are DHEC approved by the list that Jeff provided me with.

Heather Berry stated all the merchants and restaurants are on board with this. We just need your support and to make sure we have the room we need.

Mayor Young stated normally on First Thursday, people park on the city parking lot. If you use it for the food trucks, where will the people park?

Heather Berry stated we will do something similar as to what we do for the Rice Festival, we will park on the opposite street. Some of the walking will be good for some merchants, as they may be going to another store when they walk by, they may go into that merchant's store that they did not plan on going in. So, some of that walking will do other merchants justice.

Rilee Westbury stated, this is all trial and error for us right now. Next month we may realize we cannot do certain things, or we may have to limit certain things. We do not know until we try, and we are willing to try.

Councilmember Brown asked, do we have to amend this to allow for the parking lot?

City Manager Jeff Molinari stated since there is a subsequent request I would.

Attorney McLeod stated I think you will want to waive any type of city license requirements versus peddler permits. It does not sound like they are going to be peddling. The ordinance for a peddler is that they go door to door, and that is not the case with this event. I think I would just leave it vague.

Councilmember Broderick asked, Heather you were saying something about Hampton Street, are you wanting to block Hampton Street as well?

Heather Berry stated no sir. The only concern for us is, if we seem we are getting crowded we would have that option.

Mayor Young stated if you close Lucas Street you could put the food trucks on that street.

Heather Berry stated, I am for putting the food trucks on Lucas Street.

Councilmember Broderick stated Lucas Street does have access to power poles.

Mayor Young stated maybe just close the streets from Washington Street to Hampton Street, if we want to try the food trucks in the parking lot for the first time.

Rilee Westbury stated we are going to go out there tomorrow and come up with all the rules.

Derek Rush stated having it at the crossroads of Lucas and East Washington Street would be a good idea. It would centralize it. As this continues to grow, we will have to look at other options when the time comes.

Heather Berry stated we had several people from out of town at the last First Thursday event. We had people from Summerville and Mt. Pleasant. It does draw a lot of attention and that is what our small-town needs. There are a lot of empty buildings, and downtown needs to start thriving again.

Councilmember Brown asked if I amend the motion what would I say?

Attorney McLeod stated I would say waive the City's permit and or license requirements for the First Thursday events for the months of November and December.

Councilmember Brown asked, Jeff what is the name of the parking lot?

City Manager Jeff stated we just refer to it as the city parking lot.

Councilmember Bridge asked, do you know what vendors are going to show up and will they have assigned spots?

Rilee Westbury stated I had a time frame on Facebook that people needed to respond to me by 12PM on Friday of last week. I told them I would give them a definite go-ahead after tonight's meeting. Our goal is for them to meet Heather and I at 5:05 PM at the corner of Lucas Street and East Washington Street. Once I confirm who has signed up, we will tell them what they can and cannot do. We do not want tents and equipment everywhere. We are going to only allow tables for set up.

Rilee Westbury asked I wanted to make sure if we are approved that there are no limitations on what type of vendor sets up?

Mayor Young asked you are going to be permitted in the area that you are talking about, not outside that area?

Rilee Westbury stated that is correct.

Mayor Young stated if you do not go outside that area or break any laws you will be fine.

Attorney McLeod asked are you going to permit alcohol?

Heather Berry stated we are not permitting alcohol on the streets. We may have some in our stores, but we cannot sell alcohol. We will leave all the alcohol sales to the restaurants.

Mayor Young stated you may want to talk with someone with the city or maybe talk to Bubba. There are certain things that we ask vendors not to do during festivals.

Heather Berry stated the vendors we are using for this Thursday have worked with the city and know what to do. They should be able to comply with the rules.

Councilmember Brown asked, Jeff if I amend this on two items, are you ok with that?

City Manager Molinari stated yes, I am fine with that.

Councilmember Brown asked do I have to make a motion to amend it?

City Manager Molinari stated, yes you do.

Councilmember Brown stated, Mr. Mayor I would like to amend my original motion to replace peddler with permit or license requirements. I would also like to add we will allow the use of the city parking lot on Washington Street. Councilmember Broderick seconded the motion. All in favor, motion carried.

Councilmember Broderick asked are you going to have porta potties?

Heather Berry stated, no we are not. Our restaurant and shops are open, and the restrooms will be open to the public.

6. Election of voting delegate for National League of Cities.

Mayor Young nominated Councilmember James Broderick as the voting delegate for the National League of Cities.

Motion: Mayor Young; seconded by Councilmember Broderick

Discussion: None

Carried: All ayes

City Manager's Report:

1. Consideration of funding recommendations from the Accommodations Tax Advisory Committee.

City Manager Molinari stated Mr. Mayor and members of City Council you have in your agenda packet a memo and supporting documentation from the Finance Director, on October 20, 2022, the Accommodations Tax Advisory Committee met and approved the following:

From the 65% Tourism fund, the Colleton County Veterans Council requested benches for the Veterans Park in the amount of \$8,575, that request has been deferred until the next meeting. The Colleton County Rice Festival requested \$12,000 for fireworks and the A-Tax Committee is recommending the approval of \$4,000. The SC Artisans Center marketing "Shop Hand Crafted" request \$15,000 was approved for \$15,000 by the A-Tax committee. The Walterboro Criterium requested \$19,000 and they were approved for \$19,000. The Walterboro Colleton Chamber of Commerce requested \$25,000 for marketing/promotion and that request was denied. Staff ask Council for favorable consideration of the recommendation. If approved as submitted, the projected remaining balance for 2022-2023 will be approximately \$209,595.

Councilmember Bridge inquired about the Colleton County Rice Festival fireworks, they requested \$12,000 and it was approved for \$4,000. Is it possible if they do not secure enough money they could come back and ask the A-Tax for more?

City Manager Molinari stated it is my understanding that the \$4,000 is strictly for marketing and promotion of the fireworks event, not for the actual fireworks.

Councilmember Bridge asked, so the \$12,000 is the marketing cost as well?

Finance Director Amy Risher stated the \$12,000 includes the fireworks. This is not going to prevent them from proceeding ahead, this is their second request this year.

Motion: Councilmember Broderick; seconded by Councilmember Brown

Discussion: None

Carried: All ayes

2. Consideration of change order #12 for the I-95 Business Loop Project Phase 2 for additional concrete and drainage work requested by SCDOT - fully funded by the Colleton County Transportation Committee.

City Manager Molinari stated Mr. Mayor and members of City Council you have in your agenda packet a memo and supporting documentation for change order #12 for the I-95 Business Loop Project Phase 2. SCDOT has requested that the city perform additional concrete and drainage work as part of Phase 2 of the I-95 Business Loop project. In speaking with the Colleton County engineer Carla Harvey, the original intent was for DOT to perform this work after the city portion of the streetscape was complete. According to Carla, DOT did not have the time to do this work and has request that Wildwood Contractors do the project. Carla has secured \$140,000 from the Colleton County Transportation Committee to cover the costs of this additional work. Staff recommends Council approve change order #12 in the amount of \$136,315.

Motion: Councilmember Brown; Seconded by Councilmember Bridge

Discussion: None

Carried: All ayes

A motion was made to go into Executive Session by Councilmember Brown, seconded by Councilmember Fishburne. Mayor Young explained that City Council would be going into Executive Session to discuss a Contractual Matter-overhead Street light conversion and Personnel Matters: MASC Build a Bench Initiative and Appointment to Keep Walterboro Beautiful Board.

A motion to come out of Executive Session was made by Councilmember Bridge, seconded by Councilmember Fishburne.

A motion to approve the Dominion Energy LED conversion agreement was made by Councilmember Broderick, seconded by Mayor Young. All in favor, motion carried.

A motion to appoint Heather Whitten to the Keep Walterboro Beautiful Board was made by Councilmember Fishburne, seconded by Councilmember Bridge. All in favor, motion carried.

There being no further business to consider, a motion to adjourn was made by Councilmember Broderick, seconded by Councilmember Fishburne, and passed unanimously. Mayor Young adjourned the meeting at 7:13 P.M.

Notice of this meeting were distributed with 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,

Adrienne Nettles
City Clerk

Walterboro City Council Regular Meeting

City Hall

December 6, 2022

Minutes

A Regular Meeting of Walterboro City Council was held at City Hall on Tuesday December 6, 2022, at 6:15 P.M., with Mayor Bill Young presiding.

Present: Joined in the meeting were: Mayor Bill Young, Councilmembers: Carl Brown, Judy Bridge, Paul Siegel, James Broderick, Greg Pryor, and Ladson Fishburne. City Manager Jeff Molinari, Assistant City Manager Ryan McLeod, City Clerk Adrienne Nettles, Finance Director Amy Risher, Police Chief Wade Marvin, Dana Chaney, and Brenda Carroll from The Baird Audit Group, LLC.

Call to Order:

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

Public Input on Agenda Items:

There was no public input on agenda items.

Public Hearing:

Receipt of public comments on proposed USDA Rural Development project to acquire police vehicles, pickup trucks, dump trucks, garbage truck, asphalt roller/trailer and ballpark equipment.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council our Finance Director Amy Risher is going to make a presentation on the proposed USDA Grant application.

Finance Director Amy Risher stated Mr. Mayor and members of City Council each year we take advantage of the USDA Rural Development Grant program and have received many awards in prior years. The current program provides 55% of project cost up to \$50,000. The city would like to submit six (6) applications to alleviate some of the burden off the 2023-2024 budget. The first app is for police vehicles in the amount of \$50,000. The second app is for a trash truck for the Public Works Department in the amount of \$49,900. The third app is for two trucks and ballpark equipment attachments for the Parks Dept in the amount of \$35,500. The fourth app is for two trucks and asphalt roller with trailer for the Water Department in the amount of \$48,700. The fifth app is for a garbage truck for the Sanitation Department in the amount of \$49,700. Lastly, a service truck for the Water Department in the amount of \$38,000. The 45% match will be in the upcoming budget for the 2023-2024. The balance of the garbage truck would be financed for 5 years.

Presentations:

1. 2021-2022 Comprehensive Annual Financial Report - The Baird Audit Group, LLC- Ms. Brenda Carroll.

Ms. Brenda Carroll with The Baird Audit Group, LLC presented the FY 2021-2022 audit in detail. Ms. Carroll stated that the city received an unqualified or clean opinion, there were no deficiencies in internal controls or material weaknesses found and the city's finances are in very good condition.

New Business:

1. **Resolution # 2022-R-16**, A RESOLUTION AUTHORIZING THE CITY MANAGER AND CITY CLERK TO EXECUTE FORMS PURSUANT TO USDA RURAL DEVELOPMENT COMMUNITY FACILITIES GRANT APPLICATIONS IN AN AMOUNT NOT TO EXCEED \$271,800 FOR THE PURCHASE OF POLICE VEHICLES, PICKUP TRUCKS, DUMP TRUCK, GARBAGE TRUCK, ASPHALT ROLLER/TRAILER AND BALLPARK EQUIPMENT.

Motion: Councilmember Broderick; Seconded by Councilmember Pryor

Discussion: None

Carried: All ayes

Councilmember Bridge asked you were talking about the 5-year contract on the garbage truck. Is that beyond what was approved?

Finance Director Amy Risher stated that is correct. The total amount of the last garbage truck we purchased was around \$236,000 so minus the grant, that will be the balance that is financed on the garbage truck.

2. A PROCLAMATION TO DESIGNATE DECEMBER 2, 2022, AS ARBOR DAY IN THE CITY OF WALTERBORO.

Motion: Councilmember Pryor; Seconded by Councilmember Broderick

Discussion: None

Carried: All ayes

3. Fiscal Year 2023-2024 Budget Calendar.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in front of you the proposed budget calendar for the next fiscal year. The calendar has been reviewed by the budget committee and has been unanimously approved. Staff recommends Council's approval.

Motion: Councilmember Siegel; Seconded by Councilmember Bridge

Discussion: None

Carried: All ayes

4. Consideration of a request from the Walterboro Shrine Club to close streets for the Martin Luther King, Jr. parade on Sunday January 15, 2023.

Motion: Councilmember Bridge; Seconded by Councilmember Broderick

Discussion: None

Carried: All ayes

Mr. Herman Bright with the Walterboro Shrine Club stated that he would like to thank the city for their wonderful cooperation over the past 30 years. This is our 35th year and we look forward to each year and appreciate all the help we get from the city.

5. Consideration of First Thursday request for January, February, and March 2023.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet an email from Rilee Westbury requesting permission to close downtown streets for First Thursday in January, February, and March. This request also includes adding carriage rides with Anthony Herndon. As City Council is aware our First Thursday events have been very successful, and staff recommends approval.

Motion: Councilmember Fishburne; Seconded by Councilmember Pryor

Discussion: None

Carried: All ayes

6. Consideration of a request from B.I.R.T.H. to hold a 5k walk in downtown Walterboro on March 25, 2023.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council you have in your agenda packet an email and a parade permit request for a walk on March 25, 2023. I have reviewed this with the Police Chief, and we can accommodate the request. Staff recommends councils approval.

Motion: Councilmember Broderick; Seconded by Councilmember Fishburne

Discussion: None

Carries: All ayes

City Manager's Report:

1. Introduction of New Fire Captain, Justin Wilz.

City Manager Jeff Molinari stated Mr. Mayor and members of City Council we have our Fire Chief, Paul Seigler who is going to introduce our new Fire Captain, Justin Wilz.

Fire Chief Paul Seigler stated before I introduce our new Fire Captain, I would like to thank City Council for their support of the Fire Department and all that you for us, so that we can protect and serve our citizens of Walterboro.

Usually when we promote, we like to look within the department first, because that is where you are going to find people who care about their community. If you cannot find someone inside, then we are not training our people correctly. We had four (4) applicants for this position. We have gone through the process and came up with a fine person to do the job. This person separates himself with his dedication to his job. Every time we have a call especially a large call he is always there to help. He is one of those guys who is going to show up and be there all the time. He had been a first responder since he was 16 years old. He was an ocean lifeguard in Charleston for 9 years, and a USLLA trainer for the county parks. He started his fire service career at St. Andrews Fire Department, where he worked for 7 years. In that time, he became a driver on the rescue truck and joined the Regional Response Team in Charleston. This allowed him to receive some special certifications in technical rescue, confined spaces, and structural collapses. During that time, he was also a volunteer with us for a year. During that year we got to know him well, then he moved to Tennessee. He worked in Tennessee for 3 years at a brand-new fire department that was just starting up in Mt. Juliette Tennessee. He helped with the challenges of starting a new department. He has been with us for the last 6 years and has one a fantastic job. In total he has 16 years of firefighting experience. At this time Mr. Mayor, City Council members and Mr. Molinari I would like to introduce to you your next Fire Captain Justin Wilz.

Executive Session:

1. Personnel Matter: Police Department.
2. Potential Purchase of Property

A motion was made to go into executive session by Councilmember Brown, seconded by Councilmember Bridge. Mayor Young explained that City Council would be going into Executive Session to discuss a Personnel Matter: Police Department and potential purchase of property.

A motion to come out of Executive Session was made by Councilmember Broderick, seconded by Councilmember Pryor.

A motion was made by Councilmember Broderick, seconded by Councilmember Pryor to approve a step and a half salary increase for all employees of the Police Department, and to also include the Finance Director, Fire Chief, Utilities Director, and Public Works Director effective January 1, 2023.

There being no further business to consider, a motion to adjourn was made by Councilmember Brown, seconded by Councilmember Fishburne, and passed unanimously. Mayor Young adjourned the meeting at 7:27 P.M.

Notice of the meeting was distributed with the agenda packets, to all local media, posted on City Hall bulletin board and posted on the City's Website at least twenty-four hours prior to meeting time.

Respectfully,

Aдриене Nettles
City Clerk

Interdenominational Community Alliance (ICA)

Post Office Box 1651
Walterboro, South Carolina 29488

Sandra C. Singleton, President
sandlily_04@yahoo.com

December 19, 2022

City of Walterboro
Mr. Jeff Molinari, City Manager
242 Hampton Street
Walterboro, South Carolina

Dear Mr. Molinari,

The Interdenominational Community Alliance (ICA) is a non-profit organization in Colleton County comprised of citizens of various religious churches and/or associations.

We are requesting to use the city parking lot (across from the water department) for a *POP-UP Shopping Event* on Saturday, March 4, 2023, from 8:00 AM until 3:00 PM.

This event is a fundraiser for ICA to provide scholarships for students at Colleton High School.

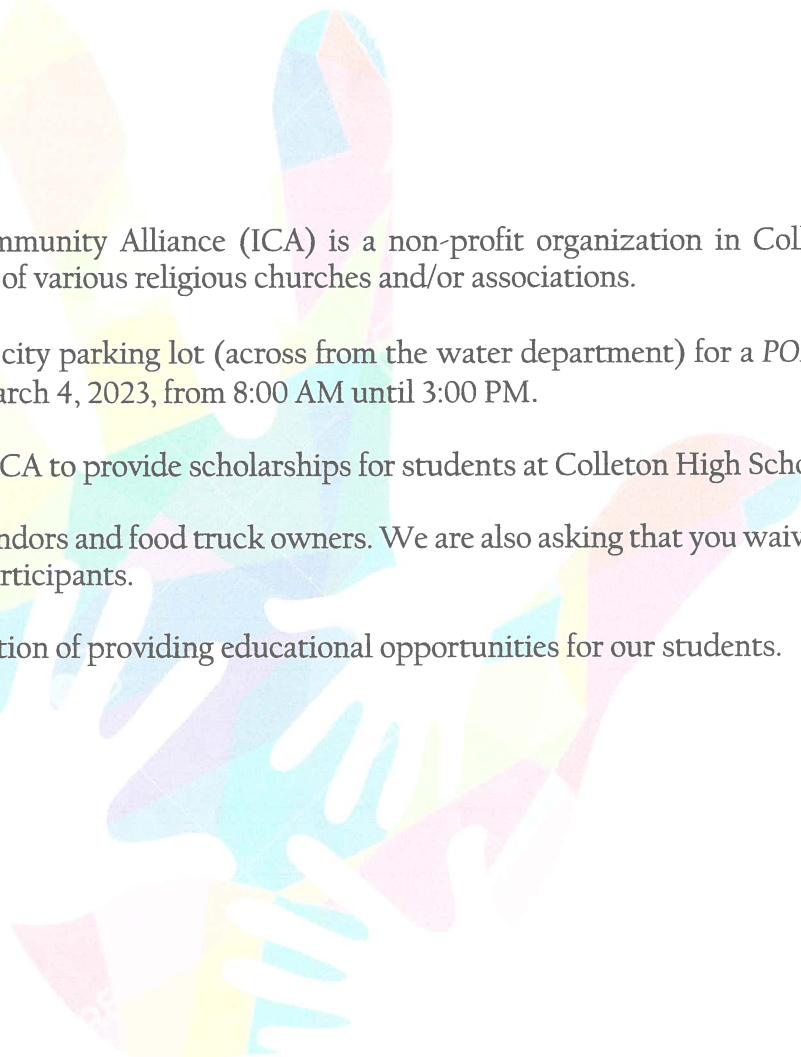
The Pop-Up will consist of vendors and food truck owners. We are also asking that you waive the permit requirement for the participants.

Thank you for your consideration of providing educational opportunities for our students.

Sincerely,



Sandra Singleton
President



NOTICE OF ANNUAL RETREAT

WALTERBORO CITY COUNCIL

Walterboro City Council will conduct its 2023 City Council Planning Retreat Friday, January 13, 2023, at the Walterboro Wildlife Center, 100 South Jefferies Blvd., Walterboro, SC beginning at 9:00 AM. No formal action will be taken on any items at the retreat. Any action items will be brought back to a Regular City Council Meeting for Council's consideration.



MEMORANDUM

TO: Mayor and City Council
FROM: City Manager
DATE: December 20, 2022
SUBJECT: Pine Needle Road Emergency Sewer Repair

In September 2022, an 8" sewer line on Pine Needle Road collapsed. The Sewer Support Department was unable to complete the repairs due to the depth of the line and the lack of the proper equipment for dewatering. The Sewer Support Department contacted five (5) different companies, and all declined to undertake the repair. Gulf Coast Underground (Theodore, AL) was mobilized in the area as the contractor for the Black Street Sewer Subsystem CDBG project and agreed to perform the emergency repair. The upcoming rehab project in Subsystem 1-E and 3 included plans to repair this section. Due to the severity of the collapse, the repair had to be completed immediately to continue to supply service to the area.

The Sewer Support Department reached out to LCOG for assistance as this project is part of the Sub-Basin 1-E and 3 CDBG project. Staff was hopeful that the repair could be counted as part of the city's matching requirement for the grant. LCOG staff explained the situation to the Department of Commerce, but unfortunately the repair could not be covered by the grant or used as match on the project because the invoice does not specify what was fixed compared to the original plans and not procured through normal CDBG guidelines.

LCOG staff also reached out to the South Carolina Rural Infrastructure Authority (RIA), and they were unable to provide any financial assistance. However, some of the repair will constitute a change order for the work that was scheduled in Contract I for items that match up with the Contract I line items.

City staff asks for council's favorable consideration to disburse payment to Gulf Coast Underground, LLC in the amount of **\$135,634.51**. Gulf Coast Underground (Theodore, AL) is the contractor that was selected for the Sub-Basin 1-E and 3 CDBG project. The expenditure will come from the 2021 water/sewer bond issue.

Sincerely,

Jeffrey P. Molinari
City Manager

Attachment



Regional Operations North
 1901 Napa Valley Dr, Suite 100
 Little Rock, AR. 72212
 Office: 501-765-0184

Headquarters
 5655 Middle Road
 Theodore, AL. 36582
 Office: 251-725-0200
 Fax: 866-720-9834

Regional Operations East
 2720 NW 6th St., Suite 302C
 Gainesville, FL. 32609
 Office 352-363-7652

Cost Breakdown for Walterboro, SC Emergency Repair

Pine Needle Rd., Walterboro, South Carolina
 GCU Project #: 3030

Labor	Equipment	Misc. Supplies	Fuel	Lodging	Material	Mat. Description	Rental Equip.	Rental Description
\$ 2,056.34	\$ 210.00	\$ 4.13	\$527.76	\$1,898.40	\$ 252.72	J.H. Heirs - Fill Dirt	\$ 4,936.17	NTS - Trench Boxes & Shoring
\$ 7,981.24	\$ 1,050.00	\$ 1.96	\$ 15.77	\$ 732.48	\$ 408.00	Ferguson - Ferncos	\$ 287.50	NTS - Trench Boxes & Shoring
\$ 3,570.18	\$ 900.00	\$ 5.72	\$200.00	\$ 366.44	\$ 496.80	Ferguson - 15" Culvert	\$ 14,450.00	Gulf Coast Dewatering - Dewatering
\$ 4,743.67	\$ 250.00	\$ 17.40	\$ 5.10	\$ 246.54			\$ 6,000.00	Gulf Coast Dewatering - Dewatering
\$ 3,683.92	\$ 875.00	\$ 9.24	\$ 10.02	\$ 694.40			\$ 302.40	Equipment Share - Delivery
	\$ 360.00	\$ 81.35	\$ 50.02	\$ 694.40			\$ 5,548.69	Equipment Share - Excavator
	\$ 100.00	\$ 5.88	\$ 44.22	\$1,736.00			\$ 2,357.98	United Rentals - Mini Ex.
	\$ 340.00	\$ 4.81	\$ 47.42	\$ 366.24			\$ 1,147.21	United Rentals - Dump Trailer
	\$ 480.00	\$ 49.68	\$ 43.72				\$ 21,356.50	Eadie's Vac-Truck Services
	\$ 720.00	\$ 27.69					\$ 108.00	Jackhammer - Walterboro Rentals
	\$ 100.00	\$ 35.05						
	\$ 175.00	\$ 223.47						
	\$ 850.00	\$ 61.53						
	\$ 540.00							
	\$ 100.00							
\$ 22,035.35	\$ 7,050.00	\$ 527.91	\$944.03	\$6,734.90	\$ 1,157.52		\$ 56,494.45	
							Total Cost=	\$ 94,944.16
							30%=	\$ 135,634.51



MEMORANDUM

TO: Mayor and City Council
FROM: City Manager
DATE: December 29, 2022
SUBJECT: Request to Purchase New Pickup Truck – Parks Department

I have attached a memo and supporting documentation from Parks Director, Jonathan Burroughs to purchase a new pickup truck for the Parks Department. The Parks Department solicited three (3) bids:

<u>Vendor</u>	<u>Vehicle</u>	<u>Price</u>
Walterboro Ford (Walterboro, SC)	2023 Ford Maverick Pickup Truck	\$27,000.00
Gibbes Ford (Orangeburg, SC)	2023 Ford Maverick Pickup Truck	\$33,109.00
Ravenel Ford (Ravenel, SC)	2023 Ford Maverick Pickup Truck	No bid

The FY 2022-2023 Parks Department budget has \$30,000 allocated for a new pickup truck. Staff recommends accepting the low bid from Walterboro Ford (Walterboro, SC) in the amount of **\$27,000.00**. The city also secured a USDA grant for the purchase of the truck that will cover \$14,850 of the purchase. The city's share will be \$12,150. If you have any questions, comments, or concerns, please do not hesitate to contact me, or come by City Hall at your convenience.

Sincerely,

Jeffrey P. Molinari
City Manager

Attachments



MEMORANDUM

To: Jeffrey P. Molinari
City Manager

From: Jonathan A. Burroughs
Parks Director

Date: December 20th, 2022

Subject: Consideration of bids for new city truck

In the 2022-2023 budget, Council approved the purchase of a new tuck for \$30,000.00. The City also received a USDA grant with \$15,635.00 set aside for a new truck.

In December 2022, the Parks Department solicited (3) separated bids for a new Ford Maverick truck. We received (2) bids and (1) no bid from local dealerships in the area.

Dealership:

1. Walterboro Ford (Walterboro, SC)
 - a. \$27,000.00
2. Gibbes Ford (Orangeburg, SC)
 - a. \$33,109.00
3. Ravenel Ford (Ravenel, SC)
 - a. No Bid – Not able to get inventory at this time and not sure when they will have anything available in the coming year.

I recommend that we award the bid to Walterboro Ford as they have the lowest bid and will be available nearby should the truck need any service work in the coming years.

Bid Spec Sheet: Ford Maverick

City of Walterboro, SC

Bid to include the following

- New/unused Ford Maverick
- Power Windows and Doors
- 4x4
- Drop in bed liner
- Leather seats
- Cruise control
- Towing package
- SuperCrew
- White Paint
- State Fleet pricing (gov. entity)

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maverick will run about 27000 i can order it but it could be a year before they build it

On Tuesday, December 13, 2022 at 07:01:55 AM EST, Jonathan Burroughs
<jburroughs@walterborosc.org> wrote:

Vincent,

Were you able to get me a similar quote on a Maverick instead of the Ranger?

Thank You!

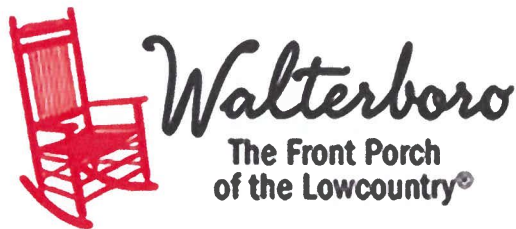
Jonathan A. Burroughs

Parks Director

City of Walterboro

(843) 782-3347

jburroughs@walterborosc.org



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Thank you for the inquiry on the Ford Maverick. The price on the specs you have requested would be \$32,090.00 plus sales tax, tag, and closing fee. The total price would be \$33,109.00. This vehicle would be a 2023 year model and would have to be ordered. Expected delivery would be 4 to 6 months. If I can be of further assistance please feel free to contact me at 803-534-2010 or by email. Thank you, Sheryl

Click below to stop receiving these messages.

Thank you for the opportunity. All of our 2022 Mavericks have been sold unfortunately. The 2023 order bank is closed with Ford at full capacity. If anything changes I'll be in touch. Thank you

From: Jonathan Burroughs <jburroughs@walterborosc.org>

Sent: Thursday, December 15, 2022 7:10 AM

To: Ted Blankenship <ted@ravenelford.com>

Subject: State Fleet Vehicle

Ted,

I am interested in getting a quote for a 2022 Ford Maverick for the City of Walterboro. I have included a spec sheet as an attachment to this email. As a government entity we fall under the SC state fleet contract pricing.

Thank You!

Jonathan A. Burroughs
Parks Director
City of Walterboro
(843) 782-3347
jburroughs@walterborosc.org

