

MINUTES
Town of Lexington
Executive Sessions and
Council Work Session

July 16, 2018

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Town Council held the Council Work Session in the Eli Mack Room preceded by an Executive Session and followed by the Regular Council Meeting in the Council Chambers (*summer schedule*) on July 16, 2018 starting at 6:00 p.m. at Town Hall, 111 Maiden Lane, Lexington, South Carolina. The meetings were attended by: Mayor Steve MacDougall, Mayor Pro-Tem Hazel Livingston, Council Members Kathy Maness, Ron Williams, Steve Baker and Todd Lyle. Councilmember Todd Carnes was absent.

Staff members present were: Town Administrator Britt Poole, Assistant Town Administrator Stuart Ford, Municipal Prosecutor Cliff Koon, Transportation Director Randy Edwards, Police Chief Terrence Green, , Utilities and Engineering Director Allen Lutz, Finance Director Kathy Pharr, Parks and Sanitation Director Dan Walker, Assistant Parks and Sanitation Director Johnny Dillard, Special Projects Manager Wesley Crosby, Events and Media Coordinator Jennifer Dowden, Digital Media Coordinator Darrell Pritchard, Assistant Municipal Clerk Karen Hanner, and Municipal Clerk Becky Hildebrand.

There were approximately six (6) citizens present for the Council Work Session and no members of the news media were present.

OPENING STATEMENT

Mayor MacDougall welcomed everyone to the Council Work Session. He read an opening statement to explain the procedures of a Council Work Session which stated: *“Work Sessions are less formal business meetings that enable Council to obtain and discuss information regarding Town issues from Staff members and/or consultants. Like Regular Council Meetings, citizens are encouraged to attend and observe Work Sessions; however, they do not include Public Hearings, but do allow for public comment at the end of the Work Session unless otherwise called on by Council. Council does not take an action vote on items during a Work Session other than to vote to place an item on Council’s next Regular Council Meeting agenda for consideration and an official vote. Council Work Sessions are not tape recorded, but Minutes are taken and posted on the Town’s web page following approval of Council.”*

CALL TO ORDER: The invocation and Pledge of Allegiance were held during Council’s Regular meeting. Mayor MacDougall called the Council Work Session to order at 6:25 p.m.

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EXECUTIVE SESSION REPORT

Mayor MacDougall reported that the *Executive Session* was called to order at 5:30 p.m. after a motion was made by Councilmember Lyle and seconded by Councilmember Williams to go into *Executive Session*. The motion was unanimously carried by all those present. Council adjourned from *Executive Session* at 6:20 p.m. after a motion was made by Councilmember Maness and seconded by Councilmember Baker to recess the Executive Session until after the Regular Council meeting. The motion was unanimously carried by all those present. Mayor MacDougall reported that pursuant to SC Code §30-4-70(a) (1) and (2), Council met in *Executive Session* to discuss: three legal items regarding advice related to the Election Ordinance, an update on pending zoning litigation, and advice related to existing ordinance, and five contractual items regarding a discussion of existing utility contract, contract related to parking, two economic development issues related to property purchase and two discussions regarding existing contracts for construction. Two personnel items were deferred to a later meeting. No vote was taken. A motion was made by Councilmember Maness and seconded by Councilmember Baker to ratify the Mayor's report. The motion was unanimously carried by all those present.

DELETIONS: None.

APPROVAL OF MINUTES: A motion was made by Councilmember Maness and seconded by Mayor Pro-Tem Livingston to approve the minutes for Council's Work Session held on June 11, 2018 and Council's Regular meeting held on June 11, 2018 as submitted. The motion was unanimously carried by all those present.

PRESENTATIONS

1. **Keep the Midlands Beautiful – Executive Director Jacqueline Buck:** Ms. Buck stated that Keep the Midlands Beautiful was formed 29 years ago by Lexington County, Richland County, City of Columbia and the Chamber of Commerce. She gave the Mayor and Council a brief year in review flyer (Copy attached) and added that they do Adopt A Highway, Adopt A Waterway, Adopt A Street in Columbia, plus other clean-ups that go on throughout the year. They also assisted Lexington County with E-Waste paper shredding events. Ms. Buck stated that cities can borrow their clear stream, trash, or recycling set-ups at no cost during events and festivals which they have assisted with in the Town of Lexington including Kids Day and is a great way to promote education regarding waste. She stated that they help with beautification projects and depend on grants and funds raised during their gala. Ms. Buck stated that they planted 75 trees in Granby Park, 250 trees at the new ICRC Park in Chapin, and 30 trees across from Saluda Shoals. Ms. Buck stated that they are always looking for opportunities to help cities apply for grants which they did in the Cayce-West Columbia Park and Irmo where a \$35,000 grant was obtained for the playground. She added that they would

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love to help the Town of Lexington if they have a project that they could partner and use the resources of Keep the Midlands Beautiful. Ms. Buck stated that they are also the hub for Midlands Green Business where mentors can come to businesses in the Midlands and help them find ways to be more green. In April they partnered with Mt. Horeb United Methodist Church to help with a three hour clean-up to promote Earth Day which resulted in 158 bags of trash. She stated that County Councilmember Darrell Hudson had been a big help in getting the roadways adopted to help clean up litter in the Lexington area. They are also the Green Schools hub for the state. She added that luckily they have over 6,000 volunteers that come through their office each year because they are only a staff of two. They also assist DNR with River Sweep, Adopt An Island and Adopt A Waterway. Ms. Buck stated that they are supported by municipalities and they hope to get the Town of Lexington on board like Irmo and West Columbia. In December their office burned down, but they have not stopped even during the rebuilding process to help the 375 groups that they assist because litter remains a huge problem. She asked if the Mayor and Council had any questions for her.

Mayor Pro-Tem Livingston stated that she was very excited to hear from Ms. Buck because she is in the middle of a major park remodel and she would be hearing from her.

Councilmember Baker asked how the Town of Irmo helped Keep the Midlands Beautiful. Ms. Buck responded that the Town of Irmo has helped financially for approximately six years with a \$3,500 level sponsorship which provided them with tickets and a table at their gala. She added that Keep the Midlands Beautiful assists Irmo with an e-waste event every year. Mayor Pro-Tem Livingston confirmed that they have different sponsorship levels.

Director of Parks and Sanitation Walker stated that they work closely with Keep the Midlands Beautiful with Grinding of the Greens which keeps a lot of Christmas trees out of the landfill.

Mayor MacDougall thanked Ms. Buck for her presentation which opened some eyes about all the things they are involved with in the Midlands and it is not just picking up trash on the side of the road.

BUSINESS ITEMS: (For Discussion and Recommendation for Council's August 20, 2018 Regular Council Meeting.)

1. **Donation of Used Patrol Vehicle – Municipal Prosecutor Cliff Koon:** The Police Department requested to donate a 2009 Ford Crown Victoria with 98,000 miles on it to the Law Enforcement Program at the Lexington Technology Center. It has the most mileage of any “patrol” spare vehicle. It has already had the in-car radio removed and does not have any other equipment (computer mount, printer, scanner, etc.) other than the rifle mount and the older Watchguard system which would not be re-used.

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A motion was made by Councilmember Baker and seconded by Mayor Pro-Tem Livingston to place the item on Council's August 20, 2018 agenda for consideration. The motion was unanimously carried by all those present.

2. **Lexington Community Fun Day – Town Administrator Britt Poole:** During Council's June 11, 2018 Work Session, Ms. Glenda Hiller, Vice President of Lexington Community Fun Day, made a presentation and requested funding from the Town for their 25th annual "Back 2 School Bash". The discussion included allowing Ms. Hiller to borrow tents and tables for their event on August 4, 2018 to help offset their cost as listed on their budget: rental of 10 20x10 pop up tents \$899.99 and 20 economy folding tables 72 x 30 \$1,700.00. It was further discussed to waive part of a residential water bill where an individual's house is used to fill up a pool and a slip and slide for the event. Chief Green was directed to hold off on the Police Department's \$500 donation until such time Council could vote on an in-kind donation. This item is included in tonight's Council agenda for consideration due to the event being on August 4, 2018. (Copies attached.)

Mr. Poole stated that Ms. Hiller was present if Council had any questions.

A motion was made by Councilmember Maness and seconded by Councilmember Williams to place the item on Council's agenda for tonight's meeting for the Town to loan the tents and tables as requested and direct Chief Green to make the donation from the Police Department as he has done in the past in the amount of \$500. Mayor MacDougall confirmed the continued need for a reduction in the residential water bill. Ms. Hiller stated that she would confirm it tomorrow. Mr. Poole stated that the residential water bill from last year increased some, but it was not substantial. Councilmember Maness announced that Council had personally made a donation and four of the Councilmembers shopped for school supplies to be donated to Lexington Community Fun Day which included: 160 packs of crayons, 195 notebooks, 540 glue sticks, 120 packs of notebook paper, and 182 packs of colored pencils. She advised Ms. Hiller that the supplies would be presented to her during Council's Regular meeting tonight. The motion was unanimously carried by all those present.

FOR YOUR INFORMATION

1. **Emergency Procurements – Finance Director Kathy Pharr:** A summary of emergency procurements made in the second quarter of 2018 was presented to Council. Ms. Pharr requested that Council accept the summary as information and direct that the summary be recorded in the minutes of this Work Session. (Copy attached.)

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2. **Utilities Project Bids – Utilities Director Allen Lutz:** During the month of June the Utilities Department opened sealed bids for three projects. Council was requested to accept the following as information:

- (1) June 5, 2018 – 2:00 p.m. opened bids for replacement of air release valves on 24” force main going to the Cayce Treatment Plant. There were four bidders and Carolina Tap and Bore, West Columbia, was the low bidder:

Carolina Tap and Bore	\$163,580
Carolina Lift Stations	\$191,663
NWF Industries	\$211,553
Roese Contracting	\$246,688

- (2) June 19, 2018 – 2:00 p.m. opened bids for the stabilization of the sewer easement along 14 Mile Creek. There were two bidders and Martin and Son Contracting, Spartanburg, was the low bidder:

Martin and Son Contracting	\$ 40,600
North American Pipeline Management	\$ 58,635

- (3) June 19, 2018 – 3:00 p.m. opened bids for the relocation of a portion of the water main on Ginny Lane for the intersection project. There were five bidders and NWF Industries, Lexington, was the low bidder:

NWF Industries	\$ 43,100
Tri-Star Contractors	\$ 43,700
Carolina Tap and Bore	\$ 45,800
CR Jackson	\$ 57,830
Lad Construction	\$ 66,300

Councilmember Williams asked if the bid amounts were as expected. Mr. Lutz stated that two were lower than expected.

COUNCIL/STAFF COMMENTS: None.

PUBLIC COMMENTS: Lexington County Councilmember Darrell Hudson wished to share his passion about Keep the Midlands Beautiful. He shared information from an article he wrote for The State newspaper regarding funding for Keep the Midlands Beautiful. He added that after a great deal of research he found that Palmetto Pride assisted in picking up trash, but the State of SC collects a tax at the Court House and a part of that goes to Palmetto Pride and very little of it comes back down. Mr. Hudson stated that Palmetto Pride is more of a coordinating group, but Keep the Midlands Beautiful is a boots on the ground group. He stated that they came up with the idea at Mt. Horeb which brought out approximately 100 people to help. He knows that Town Council is also passionate about litter and he has even seen the Mayor picking up trash, just to see it right back in a day or two which is frustrating. Mr. Hudson stated that if

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Council could do anything for Keep the Midlands Beautiful it would be appreciated.

ADJOURNMENT: There being no objection from Council, Mayor MacDougall adjourned the Council Work Session at 6:50 p.m.

Respectfully submitted by:

Becky P. Hildebrand, CMC

APPROVED BY:

Steve MacDougall
Mayor

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FOIA COMPLIANCE – Public notification of this meeting was published, posted and mailed in compliance with the Freedom of Information Act and the Town of Lexington requirements.