

MINUTES
Town of Lexington
Executive Session and
COUNCIL WORK SESSION
October 19, 2015

Town Council held a Council Work Session preceded by an Executive Session on October 19, 2015 at 6:00 p.m. in the Eli Mack Sr. Room located at Town Hall, 111 Maiden Lane, Lexington, South Carolina. The meeting was attended by: Mayor Steve MacDougall, Mayor Pro-Tem Hazel Livingston, Council Members Ted Stambolitis, Todd Shevchik, Todd Carnes and Ron Williams. Councilmember Kathy Maness was absent.

Staff members present were: Town Administrator Britt Poole, Municipal Attorney Brad Cunningham, Police Chief Terrence Green, Utilities and Engineering Director Allen Lutz, Assistant Finance Director Laraine Wieder, Economic Development Catalyst Johnny Jeffcoat, Parks and Sanitation Director Dan Walker, Planning, Building and Technology Director John Hanson, Transportation Director Randy Edwards, Events and Media Coordinator Jennifer Dowden, Assistant Municipal Clerk Karen Hanner, and Municipal Clerk Becky Hildebrand.

There was one (1) citizen present and no members of the news media were present.

CALL TO ORDER: 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.”*

Councilmember Carnes gave the invocation. Councilmember Stambolitis led in the Pledge of Allegiance. Mayor MacDougall called the Council Work Session to order at 6:04 p.m.

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 Shevchik and seconded by Councilmember Williams to go into *Executive Session*. The motion was unanimously carried by all those present. (Councilmembers Stambolitis and Carnes were absent for the vote.) Council adjourned from *Executive Session* at 5:57 p.m. after a motion was made by Councilmember Shevchik and seconded by Councilmember Williams. The motion was

MINUTES
COUNCIL WORK SESSION
October 19, 2015

unanimously carried by all those present. Mayor MacDougall reported that Council met in *Executive Session* to discuss: Two legal issues related to annexations. A contractual issue was added related to cost-participation on sewer infrastructure for a subdivision (*All pursuant to SC Code 30-4-70(a)(2)*). No vote was taken. A motion was made by Councilmember Williams and seconded by Councilmember Stambolitis to ratify Mayor MacDougall's *Executive Session* report. The motion was unanimously carried by all those present.

ADDITIONS/DELETIONS TO AGENDA: None.

PRESENTATIONS

1. **Election Process – Mr. Tripp Newsome:** Mr. Newsome was not present for the meeting. Council received a three (3) page letter from Mr. Newsome requesting changes in the municipal election process. (Copy of letter attached.)

BUSINESS ITEMS: (For Discussion and Recommendation for Council's November 2, 2015 Regular Council Meeting.)

1. **Request for Cost Participation at Barr Lake Subdivision – Utilities Director Allen Lutz:** Barr Lake Associates, LLC requested cost participation for the offsite sewer for the Barr Lake subdivision. Per the Town Policy for participation, the Town can participate up to 25% of the Capital Contribution fees, not to exceed the cost of the offsite. (Copy of request letter attached.)

- Total build out for Barr Lake is 459 lots @ \$1,900 per lot or \$872,000
- 25% of \$872,000 = \$218,025
- Total offsite sewer lines were \$95,960

Per the Town Policy, the Town could credit CCF fees in the amount of \$95,960. The offsite sewer adds the possibilities for future connection on Rawl Road and will allow future connections through Barr Lake from Wildlife Road.

Mayor MacDougall called for a motion. Councilmember Shevchik commented that he would make a motion and Mayor Pro-Tem Livingston stated that she would second the motion. No motion was made. The item failed due to lack of a motion.

2. **Issuance of Water and Sewer System Bond Anticipation Notes of 2015 – Town Administrator Britt Poole:** The Town's Water and Sewer System Capital Improvement Plan over the course of the next five years includes approximately \$20 Million in projects. The financing plan includes a mix of Capital Contribution Fee Income, Retained Earnings, and Revenue Bond issuances. During the fiscal year 2016, the plan requires the roll-over of \$10 Million in Revenue BANs issued in December, 2014. The BANs will provide continued interim financing for the projects during the construction phase followed by the issuance of long-term Revenue Bonds anticipated to occur in fiscal year 2017. Council was asked to place

MINUTES
COUNCIL WORK SESSION
October 19, 2015

an item on the November 2, 2015 agenda for approval of a Resolution for the Issuance of Water and Sewer System Bond Anticipation Notes of 2015. State law allows for BANs to be issued with maturities of up to one year. The use of low interest short-term BANs is designed to minimize overall financing costs and maintain financial flexibility during the construction phase.

A motion was made by Councilmember Carnes and seconded by Councilmember Shevchik to place the item on Council's November 2, 2015 agenda for approval. The motion was unanimously carried by all those present.

FOR YOUR INFORMATION

1. **Purchase of Christmas Lights – Events and Media Coordinator Jennifer Dowden:** Town Council tasked the Advisory Committee in 2014 to review the Town's current Christmas lights display and to brainstorm ideas to update the lights for the 2015 season. The Advisory Committee's recommendation was to remove the candy canes and to purchase new lights to be placed in the downtown triangle that were in accordance to the Snowball Festival theme. Council approved \$20,000 in the FY 16 budget for new lights. New snowflake lighting has been purchased to replace the candy canes along with the purchase of new lighting that will be installed inside Lexington Square. The FY 17 budget will also include \$20,000 to purchase the remainder of the snowflake lights. Council was provided a copy of the lighting that was purchased to adhere to the Snowball Festival theme and to help further brand the event into a regional attraction. (Copy attached.)

Councilmember Stambolitis thanked the committee for the recommendation for new lighting; an approval which he had worked on for 10 years. Ms. Dowden confirmed that the lighting had already been purchased and would be installed just before Thanksgiving.

2. **Emergency Procurements – Assistant Finance Director Laraine Weider:** A summary of emergency purchases made in the third quarter of 2015. Council was asked to accept the summary as information and to request it be recorded in the minutes of the Work Session.

Mr. Hanson explained that the Schneider Electric charge was for new software and repair of the Town Hall electronic key pads. Councilmember Williams confirmed that LPD car #56 was taken apart to be diagnosed at Buck's Auto Service after being towed; however, it would have cost more to put it back together than the car was worth. Councilmember Stambolitis stated that Buck's always does a good job.

COUNCIL/STAFF COMMENTS: None.

PUBLIC COMMENTS: None.

MINUTES
COUNCIL WORK SESSION
October 19, 2015

QUESTIONS FROM THE NEWS MEDIA: None.

ADJOURNMENT: There being no further comments or questions, a motion was made by Councilmember Shevchik and seconded by Councilmember Williams to adjourn the Council's Work Session at 6:11 p.m. The motion was unanimously carried by all those present.

Respectfully submitted,

Becky P. Hildebrand, CMC
Municipal Clerk

APPROVED:

Steve MacDougall
Mayor

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.