

MINUTES
Town of Lexington
Executive Session and
Council Work Session

January 21, 2020

1

Town Council held an Executive Session followed by a Council Work Session on January 21, 2020 at 6:00 p.m. in the Eli Mack Sr. Room located at 111 Maiden Lane, Lexington, South Carolina. The meetings were attended by: Mayor Steve MacDougall, Mayor Pro-Tem Hazel Livingston, and Councilmembers Kathy Maness (6:35), Todd Carnes, Ron Williams, Steve Baker and Todd Lyle.

Staff members present were: Town Administrator Britt Poole, Assistant Town Administrator Stuart Ford, Municipal Attorney Brad Cunningham, Town Prosecutor Cliff Koon, Police Chief Terrence Green, Planning, Building and Technology Director John Hanson, Utilities and Engineering Director Allen Lutz, Utilities Superintendent David Patton, Finance Director Kathy Pharr, Parks and Sanitation Director Dan Walker, Assistant Parks and Sanitation Director Johnny Dillard, Downtown Venue Promoter Walker Brewer, Events and Media Coordinator Laurin Barnes, Assistant Municipal Clerk Karen Hanner and Municipal Clerk Becky Hildebrand.

There were approximately forty (40) citizens and students present and one member of the news media was present.

OPENING STATEMENT and 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 taped for use by the Municipal Clerk only and Minutes are taken and posted on the Town’s web page following approval of Council.”*

INVOCATION, PLEDGE AND CALL TO ORDER

Councilmember Carnes gave the invocation. Assistant Parks and Sanitation Director Johnny Dillard led in the Pledge of Allegiance. Mayor MacDougall called the Council Work Session to order at 6:03 p.m.

MINUTES
COUNCIL WORK SESSION
January 21, 2020

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 Carnes and seconded by Councilmember Williams to go into *Executive Session*. The motion was unanimously carried by all those present. (Councilmember Maness was not present for the vote.) Council adjourned from *Executive Session* at 6:00 p.m. after a motion was made by Mayor Pro-Tem Livingston and seconded by Councilmember Baker. 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: two legal issues regarding pending litigation and agenda items; two contractual items regarding a downtown economic development issue and a real estate contract; and one routine personnel item. No vote was taken. A motion was made by Councilmember Williams and seconded by Councilmember Baker to ratify the Mayor's report. The motion was unanimously carried by all those present.

DELETIONS ON AGENDA: A motion was made by Councilmember Baker and seconded by Mayor Pro-Tem Livingston to defer item #1. (*Market at Icehouse Policy Update*) and item #2. (*Boards and Commissions Council Liaison Appointments*) until such time Councilmember Maness returns from her meeting at the State House. The motion was unanimously carried by all those present.

APPROVAL OF MINUTES: A motion was made by Councilmember Lyle and seconded by Councilmember Williams to approve the minutes from Council's January 6, 2020 meeting as submitted. The motion was unanimously carried by all those present.

PRESENTATION

Robotics Class, Meadow Glen Middle School – Dr. Bill Coon, Principal: Dr. Coon stated that they are the first South Carolina EL Education School and what they like to do is “think global and act local”. He reminded Council that in 2012 they brought several proposals to the Town, one of which was to change the rule on food trucks. He added that it had been an idea to help traffic and Council changed it to help Lexington. Dr. Coon stated that the presentation tonight could make a huge impact on Lexington and change lives for a long time. He introduced Cliff Roberts and Amy Dent as the Robotics Class instructors. Dr. Coon stated that the ideas tonight come from Robotics and from 8th grade CREW where students are encouraged to “Take a Stand” for something they are passionate about in their community.

The class presented a program based on the school's motto of “All Means All” and to include everyone and not leaving anyone out. They are passionate about this because at their school many of their classmates are in the special needs community and the school was recently recognized as a Special Olympics Banner

**MINUTES
COUNCIL WORK SESSION**

January 21, 2020

School. They would like all students to have access to town parks and challenged Town Council to have a Flip or Flop all inclusive playground in Virginia Hylton Park, where currently the playgrounds are separated and in disrepair. The students demonstrated how special needs students can be left out of playing with all the students. They estimated the new playground would cost \$800,000 and with a Town grant of \$500,000, as discussed with Mr. Ford, the students would raise the remaining funds. The students had completed research with other all inclusive parks to determine what equipment would be needed in the new renovated park to address all physical abilities.

Mayor MacDougall thanked the students and added that Council and Staff were very excited about all the work they had done because it will save a lot of research time as the Town moves forward.

Mayor Pro-Tem Livingston thanked the students for their presentations and asked them to attend a Virginia Hylton Park Committee meeting to share their ideas. She added that the committee has been working on this very topic and she knew they would love to hear the student's presentation so they could all work together to get this done. She would let Dr. Coon know the dates.

Councilmember Williams thanked the students and added that he was very impressed with all the work the students had done.

BUSINESS ITEMS: (For discussion and recommendation for Council's February 3, 2020 Regular Council Meeting.)

1. (deferred) **Market at Icehouse Policy Update – Downtown Venue Promoter Walker Brewer.**
2. (deferred) **Boards and Commissions Liaison Appointments – Municipal Clerk Becky Hildebrand.** (*Discussed later on agenda.*)
3. **Discussion of a Standard Measurement for the Residential Parking Space Requirement – Director of Planning, Building and Technology John Hanson:** During the November Work Session there was a discussion about adopting a standard size for residential parking spaces. At the conclusion of the discussion Council requested to place the item on the next Work Session for additional discussion. The Zoning Ordinance has a uniform size for commercial parking spaces and compact spaces, but for residential uses it currently does not specify a minimum size although a minimum number of spaces is required.

Councilmember Carnes stated that he has requested a review of this item in that the current parking space for Commercial Compact is 7 x 15 (feet) and the normal commercial size is 9 x 18 (feet). He added that since what the Town uses for residential parking is fluid, parking on the street is always an issue in neighborhoods. He would like to see the 7 x 15 space changed to 9

**MINUTES
COUNCIL WORK SESSION**

January 21, 2020

x 18. Councilmember Carnes stated that a standard garage is 20 feet wide and he did not see a reason to reduce it because there are not as many compact cars and the big SUV's end up parked on the street.

Town Administrator Poole suggested that Council could request an amendment from the Planning Commission to modify the Zoning Ordinance or there is currently a bid out for the Comprehensive Review of Zoning Ordinances and Council could instruct Mr. Hanson to include this topic in the Comprehensive Review.

Councilmember Williams stated that he agreed with Councilmember Carnes and it would take it out of the Planning Commission's hands and the builders would have to show parking on their blue prints.

Mr. Hanson stated that it is currently the Zoning Administrator's interpretation of the ordinance since it is not specific, so they have been using 7 x 15 feet to be fair because everyone does not drive an SUV and there is usually more concrete than just where the cars are to be parked, but 9 x 18 would be just as defensible. Mr. Hanson added that the ordinance states how many parking spaces are required, but it does not state a required size.

Councilmember Carnes stated that it is an interpretation by Staff and since it is not written, could he request that it be interpreted differently and then work it into the Comprehensive Review. Mr. Poole responded that the request would not have to go to the Planning Commission if Council simply wanted to request a different interpretation of the ordinance.

Councilmember Carnes recommended that Staff interpret the Zoning Ordinance as residential parking space requirement be 9 x 18. Councilmember Williams confirmed that the recommendation would have to be a motion and he seconded the motion.

Councilmember Lyle asked if a change would create a problem on something else. Mr. Hanson responded that Staff's interpretation had not yet been challenged and if it was, it would go to the Building Code Appeals. Mr. Hanson stated that he assumed it would also be addressed during the Comprehensive Review. Mayor MacDougall stated that it seemed prudent just to address it then. There being no further comments, Mayor MacDougall called for the vote for those in favor to state "aye". The motion was unanimously carried by all those present.

4. **Ordinance Authorizing Issuance of General Obligation Bonds – Assistant Town Administrator Stuart Ford:** The Town's General Government Capital Improvements Plan for Fiscal Years 2020 through 2024 totals approximately \$13.4 Million. The financing plan provides for

MINUTES
COUNCIL WORK SESSION

January 21, 2020

construction period project costs to be initially financed by Bond Anticipation Notes (BANs). Permanent (long-term) financing will ultimately be accomplished with a mix of General Obligation Bonds and Revenue Bonds supported by Impact Fee and Hospitality Tax revenues. In order to issue General Obligation Bonds and related BANs, the Town must adopt an Ordinance providing for the issuance of the Bonds and BANs. To provide maximum flexibility the Ordinance will provide for authorization of up to \$8M. Bond Counsel will draft the appropriate Ordinance for First Reading on February 3, 2020. Council action requested was to place this item on the February 3, 2020 Council agenda for First Reading of an Ordinance to Authorize Issuance of General Obligation Bonds and Bond Anticipation Notes of 2020.

Budget and Finance: 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 project construction phase. Long-term financing will include both General Obligation Bonds and Revenue Bonds. The ordinances will provide for multiple possible funding sources for future debt service including ad valorem tax, and Impact Fee and Hospitality Tax revenues.

A motion was made by Councilmember Williams and seconded by Councilmember Baker to place the item on Council's February 3, 2020 agenda for First Reading. The motion was unanimously carried by all those present.

5. **Ordinance Amending Icehouse Tax Increment Financing (TIF) Ordinance – Assistant Town Administrator Stuart Ford:** The Icehouse TIF Bond Ordinance needs to be updated and amended to address issuance of additional roll-over Refundings of BANs. Due to the flood in 2015 the Old Mill Trail Project was not completed. The Trail is one of the Redevelopment Projects in the Icehouse Redevelopment Plan which needs to be completed prior to issuance of the long-term TIF financing. The project delay resulted in BAN roll-over Refundings beyond the term provided in the original Ordinance. Additionally, other tax law related modifications are needed to ensure compliance with all IRS regulations governing these types of financings. Bond Council will draft the appropriate Ordinance for First Reading on February 3, 2020. Council action requested was to place this item on the February 3, 2020 Council agenda for First Reading of an Ordinance to Amend the Icehouse TIF Ordinance.

Budget and Finance: TIF Bonds and related Saxe-Gotha Public Facilities Corporation Bonds are financed by incremental TIF property tax revenues in the specified TIF District. The financings are secured by an appropriations pledge to cover any potential short-fall in TIF revenues.

MINUTES
COUNCIL WORK SESSION
January 21, 2020

A motion was made by Councilmember Williams and seconded by Councilmember Carnes to place the item on Council's February 3, 2020 agenda for First Reading. The motion was unanimously carried by all those present.

6. **New Charges at the County Landfill – Director of Parks and Sanitation Dan Walker:** Director Walker received a call from Lexington County after the first of the year advising him that in the future the Town would be limited in what the grapple truck could bring to the landfill without additional charges. A follow-up email stated the acceptable guidelines of debris resulting from the residential maintenance of lawns, shrubs, gardens and trees which includes tree limbs 4 feet in length and four inches in diameter. It further stated that if the Town chooses to pick up any amounts larger than those stated, the Town would be charged \$22.50 per ton if it can be sent to the compost pile or \$26.50 per ton if it needs to be sent to the yard trash pile. (Copy attached.)

Mr. Walker added that he asked Lexington County why the increase and he was told that Lexington County residents did not have the opportunity to have a grapple truck to pick up items at their house. He stated that his argument was they can take it to their backyard and burn it and Town residents cannot. The County responded that they were trying to treat everyone fairly. Mr. Walker's contention was that Town residents pay fees and taxes for the landfill too. Mr. Walker asked the County if a Town resident brought a trailer to the landfill with a tree they had cut down would the resident be charged and the County responded, no. He asked the County if there were any additional problems for bringing large materials to them because they just pick it up with a grapple and put it in a grinder and the County responded, no they were just trying to treat everyone the same. Mr. Walker also talked to Mr. Dave Eger, Director Lexington County Solid Waste Management, who told him it was up to their interpretation as to whether the Town would be charged and he did not want the Town to bring trees to the landfill. Mr. Walker asked Mr. Eger about limbs 4 feet in length and Mr. Eger's response was they would work with the Town. Mr. Walker stated that the Town does not know if they are going to be charged until after they receive the ticket. He directed Council to the copy of tickets enclosed in their package which were from December in which the Town had 48.3 tons of yard debris. He added that the Town was not charged for these tickets, but charges fees for them and didn't bring them up because they were for citizens. Mr. Walker stated that in the future that could be interpreted as the Town will have to pay for it. He added that Town citizens are offered the pick up to keep the yard debris off the street and if the Town doesn't pick it up it would result in large piles of debris. Mr. Walker stated that the Town can do one of two things: (1) continue doing what we are doing and pay the fee, or (2) when the County charges us notify the resident that the pile of debris will cost them an

MINUTES
COUNCIL WORK SESSION

January 21, 2020

additional \$25 to \$200 for the Town to haul it off. He added that the County's main concern is commercial tree cutters and he has people who keep track of that and the Town does not haul for commercial tree cutters. Mr. Walker concluded that the new charge is a revenue source for the County and he did not know who complained, but the County does not like that the Town giving citizens a little extra.

Mayor MacDougall recommended that the Town send out notices to Town residents about what is allowable so the Town does not get into the middle of taking something to the landfill that is not allowed and subsequently being charged. He added that if the Town notifies citizens about the requirements of no limbs over 4 feet in length and 4 inches in diameter, then it is up to the citizen to make sure their debris meets the requirements. He did not think the Town could do anything else because the County owns the landfill and they can charge the Town if their rules are not met. (6:35)

Mr. Walker asked if the Town would have a venue, if a citizen were to pull large limbs and trees to the curb after a storm because some citizens may not own a chain saw. Mayor MacDougall responded that would be an extenuating circumstance that would have to be discussed between the leaders of the Town and the County when we cross that bridge. Mr. Poole stated that if there is a proper event or state of emergency, FEMA typically compensates the landfill for additional items that may be taken to the landfill. He did not think storms would be the big issue, but rather citizens placing items by the street to be picked up that do not meet the requirements. He added that currently if the debris cannot be picked up by the normal truck, the citizen can let the Town know and the Town will pick it up. Mr. Poole wished to confirm that Mayor MacDougall did not want that service to continue. Mayor MacDougall responded if Town Staff is trying to pick up debris that they know is going to cause an issue, they should get Code Enforcement involved to explain it to the citizen that the debris either has to be cut up or they will have to take it to the landfill themselves.

Councilmember Williams asked how that would affect the Town's special pick-ups. Mr. Walker stated that it would limit their pick-ups. Mr. Poole explained that right now the garbage contractor will pick it up if it meets the County standards. He added that they will only pick up one truck compressor full and if there is more debris, by their contract they can leave it and normally they do. Mr. Poole stated that the Town can still go pick up the remaining debris if it meets the standards. He added if a citizen pulls a ten foot tree to the curb the Town can either tell the citizen to hire a professional to cut the tree up or the Town can set a fee to be charged to the citizen to pick it up. Councilmember Williams stated that the Town currently will pick up a fifteen foot limb now if they call and get on the list and that is the special pick up that needs to stop. Mr. Poole agreed that

MINUTES
COUNCIL WORK SESSION
January 21, 2020

those types of over and above the standard special pick-ups would have to be charged.

Councilmember Lyle stated that the Town is not changing the rule, just applying the rule. Mr. Poole responded, yes, because the rule is just what is in the contract. He added that the Town has always tried to be of assistance since acquiring the grapple truck, especially if someone had a tree fall in their backyard and could not cut it into smaller pieces.

Councilmember Carnes asked if the special pick-ups were once a month. Mr. Walker responded that they spend one day a week picking up yard debris and it can go to three days a week and it can depend on the season. Mr. Poole explained that these pick-ups may be for limbs that are too large or the pile of debris was too large and exceeded what the contractor could pick-up. He asked how often does the Town picking up for limbs that are too big and how often because the pile is too big. Mr. Walker responded that 70% of their pick-ups are because items are non-compliant because the contractor typically picks up everything he is supposed to pick up. Mr. Walker added that the County has always charged the Town for debris that is picked up out of the parks or a tree picked up by the Town that is left beside a road. He added that the Town was charged for a 10 ton load in December from trees that came out of a park. Mr. Walker stated that some citizens cut some large trees in December and the County did not like it. Councilmember Lyle asked if they were interpreting the contract. Mr. Walker responded that the Town does not have a contract with the County. Councilmember Lyle asked what if you lived outside the Town and had a limb longer than 4 feet. Mr. Poole responded that the County's rule is the same, but they do not enforce it as he has witnessed himself. Councilmember Lyle stated that the County did not charge the Town but zeroed out the balance. Mr. Walker stated that what the County is now saying is if the Town takes debris that does not meet the requirements, they will start charging the Town. Mr. Poole explained that the County may be looking at it from the perspective of the professional tree guy who is paying for everything he takes to the landfill. He added that the County may be looking at the Town as being a company.

Mr. Walker stated that he explained to the County today that the contract is written that way so the contractor is not covering anything you put on the street. He added that the Town could put a 1932 Desoto on the street and if it is in the contract they would have to pick it up, but the price for that would be astronomical. Mr. Poole wished to go on record that if someone puts a 1932 Desoto on the street, notify him and he will personally pick it up. Mr. Walker stated that you put a limit on the contract so you limit the charges. He also asked the County if the larger items were causing any issues at the landfill and their answer was no, because they pick it up with a claw and put it in a huge grinder that will handle whole trees. Mr. Walker suggested that if they come up to a house that has big logs out front they

MINUTES
COUNCIL WORK SESSION
January 21, 2020

should tell the citizen that there will be a charge before they pick it up and continue operating the way they are now with smaller limbs that may be 14 feet long.

Councilmember Carnes asked how you would charge the citizen if you don't know how much it will cost. Mr. Poole stated that they would have to be billed afterwards. Councilmember Lyle asked how the amount would be split if you picked up from three houses. Mr. Poole responded that you couldn't, it would have to be separate pick-ups. Councilmember Lyle asked how the Town was supposed to enforce the standard when the County does not enforce it. He could not quantify the cost because you cannot selectively apply the rule and expect people to understand it. Mr. Walker stated that was the problem he had in the beginning when the County could not tell him how the Town would be charged, plus how could he budget for it. Councilmember Lyle suggested that if a citizen has debris outside the limits, and they still want the Town to pick it up, let them know they are subject to a charge and if the County charges the Town, the Town will charge the citizen. Mr. Walker stated that he did not want to see Town citizens inconvenienced. He added that some citizens may drag a 14 foot limb to the curb and he did not think the Town would be charged because there was a 14 foot limb in the truck. Mr. Walker suggested to Council that the Town just play it out for now and see how it goes. He added that the Town is averaging 50 to 60 tons a month, depending on the season. Mr. Poole stated that if the Town is going to charge a fee for something, a fee has to be established and it cannot be played by ear and figured out later. He added if the Town's truck is 7 tons charge a flat fee of \$150 if the items are non-compliant. Councilmember Lyle suggested that the Town pay the charge and if at the end of the year the total is \$600, and not \$16,000, then it may not be worth the trouble. Mr. Poole responded that the Town could do that and just monitor it and determine a value later if needed, to a point. Councilmember Lyle stated that it seems Staff has the discretion to see that a piece is outside the limits and if a bill is levied on the Town then determine if it is worth addressing. Mr. Poole confirmed the recommendation is to not change anything and review it in a few months. Mayor MacDougall suggested the Town buy a piece of property in the County then it could just be burned on that property. Mayor MacDougall agreed to not change anything now, operate as usual, and educate the residents with a disclaimer stating these are the rules so we do not have to charge them. Mr. Walker stated that they would start an education program and continue operating as usual.

7. **Pilgrim Point Street Lights – Finance Director Kathy Pharr:** Historically the Town has paid a portion of the street light bill for Pilgrim Point subdivision residents. In accordance with the Town's Residential Street Light Ordinance, the Pilgrim Point Homeowner's Association requested that the Town again pay a pro rata share of their street light bill. (Copy of letter attached.) There are 48 lots in Pilgrim Point and the Town

MINUTES
COUNCIL WORK SESSION

January 21, 2020

Ordinance states that the Town would be responsible for one (1) street light per six (6) lots, which equals eight (8) lights. The total requested is \$1,669 ($\$17.39 \times 8 \times 12$). Funds come from the Transportation budget, account #100-5-665-520.

A motion was made by Councilmember Baker and seconded by Councilmember Carnes to place the item on Council's February 3, 2020 agenda for consideration. Mr. Poole explained that street lights have to be on a public road for the Town to be billed by Dominion Energy and Pilgrim Point is the only neighborhood with private roads. The motion was unanimously carried.

8. **Average Monthly Payments for Customers – Finance Director Kathy Pharr:** An interest has been expressed for the Town to offer average monthly payments (AMP) to Town customers. Staff investigated with the Town's software provider and developed the procedures to be able to offer this benefit. (Copy attached.) Staff inquired with other providers in the area to see if they offered this benefit: The Joint Municipal Water and Sewer District does offer AMP, but West Columbia, Gilbert-Summit, Columbia, Cayce and Batesburg-Leesville do not offer it.

The risk for the customer on AMP is that they will not be as strict with water usage when on AMP because the spikes will not be as noticeable. Then at the end of the year they will have a larger amount due than they expected.

Council was provided a sample bill from a provider that uses the same software as the Town. (Copy attached.) The sample does include electricity as well as garbage service so it is quite confusing. The Town's billing would not be as complex because it would just be for water and sewer, however, questions from customers would be expected. There would be no impact on the Town's budget to implement.

Mr. Poole stated that he had grave concerns about Average Monthly Payments. He stated that the Town's software cannot do the automatic adjustments the following year which would create a balloon payment at the end of the year. His concern was for citizens being able to pay the balloon payment at the time of year when they probably have the least money and he did not want to cut someone's water off because of a \$400 bill at the end of year. Mr. Poole's recommended to work with the software company until their system could work like the power company where the balance is rolled into the next year which would be a better way to do it and solve a lot of heartache. Ms. Pharr stated that people who request AMP are those who are budgeting and watching their money very closely. She added that she agreed with Mr. Poole.

**MINUTES
COUNCIL WORK SESSION**

January 21, 2020

Mayor MacDougall agreed and recommended to wait until more information was available. Mr. Poole stated that the software company is very large and they work with many municipalities so he thought they would work this into their package at some point. Mayor MacDougall stated that his interest in this was because of the spike we had in July and people talked to him about their bills. Councilmember Baker stated that in general it is a great idea and was surprised to hear the concerns, but agreed concerns should be addressed first. Mayor MacDougall asked Staff to continue to work on it because it would be nice to be able to offer it to Town residents.

Mayor MacDougall requested to return to item #2 since Councilmember Maness was here. He added that since Mr. Brewer had already left, they would address item #1 at the next work session.

2. **Boards and Commissions Liaison Appointments – Municipal Clerk Becky Hildebrand:** At the February 4, 2019 Council meeting, Council voted to approve the appointed Boards and Commissions Council Liaisons for a one year term. Listed below are the Councilmember Liaisons to various Boards and Commissions which expire in January 2020. Council was asked to review the list to determine if there would be any changes and to place the item on Council’s February 3, 2020 agenda for approval.

Accommodations Tax Committee Liaison	Councilmember Carnes
Advisory Committee Liaison	Councilmember Lyle
Board of Appearance Liaison	Councilmember Lyle
Board of Zoning Appeals Liaison	Councilmember Baker
Building Codes Board of Appeals Liaison	Councilmember Maness
Historic Preservation Review Board Liaison	Councilmember Baker
Planning Commission Liaison	Councilmember Maness
	Alternate Councilmember Williams
Traffic Committee Liaison	Mayor Pro-Tem Livingston
	Alternate Councilmember Williams

External Boards are typically held by the Mayor with the Mayor Pro-Tem serving as alternate. Examples: Joint Municipal Water and Sewer Commission and Central Midlands Council of Government.

Mayor MacDougall asked if Council had any comments, suggestions or changes.

Councilmember Lyle stated that he brought this up last year as one of the new guys wanting to see some type of cycle that encourages Councilmembers to get experience on multiple Boards. He added that it may not apply for the COG since the Mayor serves on it, it would be wise to leave that one alone. Councilmember Lyle stated that it would expand their experience and exposure to the different groups. He added that Councilmember Williams had suggested that if you were an alternate, you

MINUTES
COUNCIL WORK SESSION

January 21, 2020

would move into the primary seat the next year and if you were in the primary seat you may take a year cool off or find another Board to serve and then cycle back on if necessary. Councilmember Lyle stated that he did not know exactly what that cycle would look like but some fluidity and encouragement for different exposure would be good for all of them.

Councilmember Baker stated that he feels the same as Councilmember Lyle. He stated that he has been on Board of Zoning and he knows what they are doing and why. He added that he is also interested in some type of rotation or shifting, Councilmember Baker stated that at the end of the day the best place to be is on Council, but a rotation would make them more rounded, even though he understands that they can attend any of the public Board meetings.

Councilmember Maness asked if the current Council Liaisons are attending the meetings because she understands that some do not. She thought they all, including herself, should do a better job of letting other Councilmembers know what is happening in the meetings they attended. Councilmember Maness stated that when there have been controversial items being handled by the Planning Commission she lets the other Councilmembers know. She thought each Council Liaison should send a short email, or call the Municipal Clerk to send it, to let the other Councilmembers know what happened in their respective Board meetings. Councilmember Maness stated that no matter what they decide tonight, they all need to do a better job representing the committees that they serve. She added that she would like to stay on the Planning Commission because she does attend the meetings.

Councilmember Carnes stated that he thought they should shift around on the different Boards as they discussed last year. He added that he has served on the Accommodations Tax Committee for three years and he agreed with Councilmembers Baker and Lyle to shift the Liaisons around. Councilmember Carnes thought they could figure out a way to shift around and get some more experience. He did not think there should be any particular prestige that comes with any of the Boards or Commissions because they are all functional and part of what we do at the Town so there should not be any type of hierarchy and no big deal to mix the pot up.

Councilmember Maness stated that in the past there has been a hierarchy and Councilmembers were placed based on seniority. She gave the example that Mayor Pro-Tem Livingston was the most senior Councilmember and she chose to serve on the Traffic Committee and since she was the second senior member she served on the Planning Commission. Councilmember Maness added that in the past Richard Thompson was the Planning Commission Liaison for years since he was the senior Councilmember at that time.

MINUTES
COUNCIL WORK SESSION
January 21, 2020

Councilmember Carnes responded that all of that goes to his point that he did not think they should give it some type of hierarchy because there is no particular prestige that goes with the different committees because they do different things. He thought the experience would be good for everyone and even though there may have been hierarchy historically, they have the opportunity to change it and get some different exposure.

Mayor Pro-Tem Livingston did not have any comments.

Councilmember Williams agreed with Councilmembers Baker, Carnes and Lyle that they needed to shift the Liaisons around.

Mayor MacDougall stated that they would start at the top of the list with the Accommodations Tax Committee. Councilmember Lyle asked if they had to make the decision tonight or could they have some additional time to discuss it with each other and to come up with a plan or policy to make changes in the future. He added that it sounds like there are some deep rooted beliefs that we need to stay where we are and some would like to see changes. Councilmember Lyle stated that in light of that it may be less abrasive to discuss it and propose a policy for going forward to include the application of that policy. Mr. Poole asked if Staff should work on a recommendation.

Mayor Pro-Tem Livingston asked how other towns handle it. Councilmember Williams responded that they discussed that at the last meeting and other towns typically assign Staff Liaisons, but not Council Liaisons to Boards or Commissions. Mayor Pro-Tem Livingston asked if Council could attend any of the committee meetings. Mr. Poole responded, yes, that all the meetings are open to the public. Mayor Pro-Tem Livingston asked why it was even important to assign Council Liaisons. Councilmember Lyle responded because you could not go to all of them so if you want to get more exposure in a four year term it makes sense to have one or two change ups during the term. Mayor MacDougall stated that it was important to have a Council representative in the Board meetings for questions, especially Planning and Traffic because they are two of the most heavily negotiated. He added that the Council Liaison needs to be knowable and able to answer questions. Mayor Pro-Tem Livingston asked Councilmember Carnes if he got to say anything during the Accommodations Tax Committee meeting. Councilmember Carnes responded yes, in fact he also has a vote following two hours of applicant presentations and 30 to 45 minutes for a committee discussion to decide on the allocation of approximately \$100,000.

Mayor MacDougall stated that an internal discussion would be helpful. He recommended that Staff could come up with some ideas of how not to suffer through this again next time so there would be an automatic roll to

MINUTES
COUNCIL WORK SESSION
January 21, 2020

the next committee for example. Mayor MacDougall stated that there are a couple of committees that are pretty firm and probably need some special attention.

Councilmember Maness asked if they had a list of when all the committees meet, because a lot of them need to attend the Advisory Committee meetings, especially between now and April 1st because that is Census Day and it is very important. Ms. Hildebrand stated that she did not have a date for the next Advisory Committee meeting, but all the Boards are listed on Council's reminder list that they receive with each Council package, plus they are posted on the Town's web site. Councilmember Maness requested to start receiving a hard copy of the reminder list. Councilmember Lyle confirmed that the Advisory Committee was doing the Census 2020. Councilmember Maness stated that they need to make that a big thing in the Town and it is coming up on April 1st.

Mayor Pro-Tem Livingston wished to confirm that the Councilmembers would have back door conversations to decide on Liaisons. Mr. Poole stated that he understood that Staff would come up with several options. He added that one method he would suggest would be to put names in a hat and randomly draw and if you cannot attend a particular committee meeting due to scheduling, that name would be pulled out. Mayor MacDougall stated that even the way it is now, they have always run into the problem where there are some committees that no one wants to serve on and they can't do that because they need representation at all of them. Councilmember Maness added that there are also committees that some have already served on and do not want to serve again.

Mayor MacDougall requested that each member of Council call Mr. Poole and let him know which committee(s) they are interested in serving and then Staff could formulate a plan and bring it back to the next Work Session.

FOR YOUR INFORMATION

1. **Recent Project Bids – Director of Utilities and Engineering Allen Lutz:** The Utilities Department took several project bids over the past few months and are as follows:
 - (1) November 21, 2019 – bids received for the water line relocation on North Lake Drive. The low bidder was Lake Murray Utilities for \$330,485.00 with high bidder being Shady Grove Construction for \$670,203.77.
 - (2) November 26, 2019 – bids received for the installation of pressure reducing valves on Mill Stream Road and Mill Wheel Drive. The low

**MINUTES
COUNCIL WORK SESSION**

January 21, 2020

bidder was Shady Grove Construction for \$85,000.00 with the high bidder being G. H. Smith Construction for \$172,000.00.

- (3) December 12, 2019 – bids received to lower a force main at I-20 and Mineral Springs Road. The low bidder was TNT, Inc. for \$42,000.00 with the high bidder being Carolina Tap and Bore for \$67,000.00.
- (4) January 6, 2020 – bids received for manhole and sewer line rehabilitation on Meetze Avenue. The low bidder was IPR Southeast for \$124,000.00 and the high bidder was from North American Pipeline Management for \$173,619.00.

COUNCIL/STAFF COMMENTS: None.

PUBLIC COMMENTS: None.

NEW MEDIA COMMENTS: None. Mayor MacDougall welcomed Jessica Holdman from the Post and Courier Columbia Office.

ADJOURNMENT: There being no objection from Council, Mayor MacDougall adjourned the Council Work Session at 7:10 p.m.

Respectfully submitted by:

Becky P. Hildebrand, CMC

APPROVED BY:

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.