

TOWN OF ANDREWS MONTHLY COUNCIL MEETING

SHERIFFS DEPARTMENT SUB-STATION COURT ROOM

110 NORTH MORGAN AVE.

ANDREWS, SC 29510

OCTOBER 20 @ 5:00PM

AGENDA

- 1) INVOCATION**
- 2) PLEDGE OF ALLEGIANCE**
- 3) ROLL CALL**
- 4) APPROVAL OF MINUTES**
- 5) MONTHLY FINANCIAL STATEMENT – FOR INFORMATION ONLY**
- 6) CITIZENS COMMENTS (3 MINUTES ONLY)**
- 7) MR. HARRY ASKINS - UPDATE ON LIFTSTATION PROJECT**
- 8) MR. ROBERT COX – GEORGETOWN BUILDING INSPECTOR**
- 9) MS. WANDA CHARPING, CPA, ACCOUNTANT FOR THE TOWN OF ANDREWS**
- 10) NEW BUSINESS**
- 11) OLD BUSINESS**
- 12) ADMINISTRATOR'S REPORT**
- 13) COUNCIL'S REPORT**
- 14) MAYOR'S REPORT**
- 15) ADJOURNMENT**

Town of Andrews

Monthly Town Council Meeting Thursday, October 20, 2011

Sheriff's Sub-Station

110 N Morgan Ave, Andrews, SC

The Town of Andrews met for their monthly Town Council Meeting on Thursday, October 20, 2011 at 5:00 pm. Mayor Rodney Giles, presiding in compliance with the Freedom of Information Act, called the meeting to order at 5:06 pm.

Invocation was rendered by Council Member Thomas Alford.
Pledge of Allegiance was recited by everyone present.

Town Officials Present:

Mayor Giles
Council Member Angela Anderson
Council Member Patsy Greene
Council Member Thomas Alford
Council Member Terrance Middleton
Council Sid Ackerman

After roll call, motion was made by Council Member Thomas Alford, and was seconded by Council Member Angela Anderson to approve the minutes from the September 21, 2011 Council Meeting. Mayor Giles asked for a roll call: Greene-Yes, Anderson-Yes, Alford-Yes and Mayor Giles-Yes. All in favor, motion carried.

The monthly financial statement was included in the Council's packet for information purposes only.

Citizen's Comment

There was no citizen's comments.

Appearing Before Council

Harry Askins appeared before Council and gave an updated report on the Lift Station Project. Mr. Askins stated that the Town is under a court and consent order to remove the sludge from the sludge pond. They are currently conducting a pilot study to find the easiest, most cost efficient, and environmental friendliest method to accomplish this task. He explained three possible methods of completing this task.

1. Eddie Shaw currently has a pump set up, and two metal boxes that were lent to the Town by Williamsburg County, to help pump the sludge out of the pond.
(A) Mr. Askins requested that Mayor Giles and City Council send an acknowledgement and thank you letter to Williamsburg County, thanking them for lending the green boxes to the Town free of charge, as well as to assure them that we will return them.
2. Use a GEO tube which will be a little more expensive. It's a big piece of fabric that looks like a big sock, where you pump the slug into it and the water runs out of it and the sludge dries out and the sludge is then hauled off to the landfill..
3. A miniature slug basin which can be built and placed down in the ground to work like a dam. Once the sludge is dried, then the Town could look at using their public works employees to haul the sludge to the landfill.

Council Member Alford asked Mr. Askins how long does he think that a GEO tube will last and how many does he think we will have to purchase? Mr. Askins stated that he thinks that particular method will be the most expensive of the three. The tubes are very large, and take up a lot of space. He also stated that one GEO tube may cost \$1000.00 to \$2000.00 each.

Mr. Askins stated that the Town has to make a report to DHEC by January, as to what has been done to clean the sludge out of the pond, and how the Town plans to maintain this ongoing process.

Mr. Askins stated that the Town has received a grant from CDBG to overhaul or to renovate two sewage pump stations. Amy Lowe from the Georgetown COG needs a report from the Town by the end of October to send to the core of engineers in Conway, SC. One additional step that has to be taken, is for the Town to sign the contract that Mr. Askins will provide to the Mayor, to let him hire his company to do the work. Mr. Askins said that his company will go ahead and start the work, however, The Georgetown

COG and his accountant needs a copy of a signed contract between The Town and Mr. Askins' companies for performing the work to our sewage pump stations.

Mr. Askins' provided a copy of his proposed budget for renovating our sewage pump stations for review by the Mayor and City Council. Mr. Askins' explained the problem with the pump station located on Howell Street. This pump station is located next to a resident's bedroom window, which is very noisy and disruptive to the citizen. They have two options to consider.

1. They will have to look into buying a piece of land directly across from where the pump station is currently located and move the pump station across the street. This property needs to be at least 25' X 25' in diameters.
2. The other option would be to build something around the existing pump station and secure it well, to help keep the noise level bearable and the scent down.

Mayor Giles suggested to the Council Committee, that they will take time to review the information that Mr. Askins has provided to them, and they will have a call meeting prior to October 30, 2011 to finalize what decisions they need to make concerning this project.

In conclusion, of his presentation, Mr. Askins stressed to the Mayor and Council that it is extremely important that they meet all deadlines for acting and submitting paper work to Ms. Amy Lowe. Ms. Lowe has made it known that if the Town fails to meet its deadlines then it could very well be that The Town could lose its grants to another Town.

Mr. Robert Cox appeared before council to give his presentation on the International Property Maintenance Code. He stated that this is the second year that the Town has been in contract with Georgetown County for enforcing the building codes and performing inspections. Mr. Cox stated that he is here tonight to present to us the International Property Maintenance Code. It is a permissive code that has been adopted by towns all across this state. This code main purpose is to help clean up towns.

1. It will allow you to identify abandoned buildings both commercial businesses and personal owned properties. It allows you to condemn property that may be unsafe due to the inside being structurally damaged. It gives you the legal right to take down abandoned property providing that you follow the legal guidelines.
2. This code allows you to enforce and impose fines for things such as grass reaching a certain level in height, unlicensed junk cars, rodent harborage and etc....

Mr. Cox presented to council copies of identified abandoned property in the Town of Andrews and gave a status report on where the Town is currently in the process of enforcing our current code.

Mr. Cox said to start the process after identifying property that needs to be addressed involves the process of locating people who has an interest in the property and sending them a letter informing them of the Town's concerns and the process of what needs to be done. The interested parties have the option of repairing the property or they can appeal the Town's decision to having the property condemned. If the owners do not respond or take any action then the Town will send out a letter to Show Cause as to why the Town is working to have the said property condemned. A hearing will be held by Town Council where the owners will be invited. Town Council will have a final hearing on the right to show cause letter and vote on rather or not to have the property condemned and demolished.

If Town Council votes to take the final steps to condemn the said property they have two options to accomplish this task.

1. The Town can hire a private company to take the property down under Council's direction.
2. The Town can use its public works department if they have the equipment to take the property down.

Mr. Cox stressed the fact that this code is not a code that will generate funds for the Town. It will be a code that will cost the Town money to enforce. Mr. Cox stated that there are two ways a Town may recoup some of their expenses.

1. To place a lien against the property or impose a charge on to the taxes of people's property, the latter is what they are currently looking at doing in The City of Georgetown. However, as of now the code only allows for placing lien against the people's property.
2. The code allows you to sell anything that you are able to salvage from condemned property and use the money towards your expense of taking down or removing property.

Mr. Cox advised the Town Council that if they decided to enforce or adopt this code it would be to the Town's advantage to have its attorney present at every Right to Show Cause Hearing to ensure that the town is acting or attempting to take steps that are legal.

Mr. Cox stated that it will take from 120 to 180 days to get to the point of voting at a right to show cause hearing to proceed to demolishing or taking someone's property. He also advises the Council that if they were to adopt this code that they should take their time and deal with one piece of property at a time. He suggested that the Town purchase a couple copies of the entire code book and have every council member to review it before making a decision on adopting the code.

Ms. Wanda Charping, CPA, Accountant for the Town of Andrews, presented a report on the FY 2011-2012 budget of the Town. Ms. Charping stated that the water and sewer is currently under contract with The City of Georgetown. Ms. Charping stated that the Town is in good standing financially and foresees that we will have adequate funding to meet our obligations throughout the remaining of FY 2011-2012. She suggested that Council may want to entertain the thought of increasing our rates about 20% over the next two years to help handle our next budget cycle. The Town wants to always be in good standing and have the ability to borrow if it is ever needed.

Ms. Charping stated that our general fund cash balance is currently in good standing. She added that she was very proud of Andrews because the town has come a very long way. She pointed out that Andrews was able to match the funds needed for our new fire truck out of our general fund and that was a big plus for The Town of Andrews finances.

New Business

There was no new business to discuss at this meeting.

Old Business

There was no old business to discuss at this meeting.

Administrator's Report

Town Administrator Mr. Roland Windham was unable to attend due to sickness.

Council Report

Council Member Thomas Alford presented before Council a flyer for the Veteran Program that will be held on November 5, 2011 at 1:00 pm and he encouraged all to

come out and help make this program a success. He stated that the parade will start at 1:00 pm.

Department Head Reports

Chief Jennifer Flowers reported that the Andrews police department in a one month's period collected more in fines than any other police department in the county. They now have cameras installed in all police cars except one. Chief Flowers said she has saved the Town about \$8500.00 by doing the installation of the cameras, herself. The cost for the cameras was only \$300.00. The policy manual has been discussed with Town Attorney Holly Wall.

She stated that the DU is going well they have seized over a million dollars in property and cash and we should see a good return from that. Ms. Flowers mentioned that Horry County has donated a car to the Andrews police department for our DU guy.

Mayor's Report

Mayor Giles thanked Ms. Wanda Chaping for helping to get the Town's finances in order. It says a lot that the town was able to write a check for our required portion of funds needed for the new fire truck. The expected delivery time for our new engine will be in May 2012.

Adjournment

Mayor Rodney Giles made the motion to adjourn the meeting at 6:40 pm and was seconded by Council Member Angela Anderson. All in favor, motion carried.