

**TOWN OF ANDREWS MONTHLY COUNCIL MEETING
SHERIFF'S DEPARTMENT SUB-STATION COURTROOM**

110 NORTH MORGAN AVE.

ANDREWS, SC 29510

THURSDAY, AUGUST 20, 2015 @ 6:00 PM

AGENDA

1. INVOCATION
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES
5. MONTHLY BANK STATEMENTS: FOR INFORMATION ONLY
6. FINANCIAL REPORT
7. NEW BUSINESS
8. OLD BUSINESS
 - SEAT BELT POLICY
 - SAFETY POLICY
 - RESOLUTION: CONTINUING RESOLUTION FOR FY 2015-2016
9. CITIZENS COMMENTS (Three (3) minutes only)
10. ADMINISTRATOR'S REPORT
11. DEPARTMENT HEAD REPORTS
12. COUNCIL'S REPORTS (Three (3) minutes only)
13. MAYOR'S REPORT
14. ADJOURNMENT

Town of Andrews

Monthly Town Council Meeting Thursday, August 20, 2015 6:00 pm

Sheriff's Substation

110 N Morgan Ave. Andrews, SC

The Town of Andrews met for their Monthly Town Council Meeting on Thursday, August 20, 2015 at 6:00 pm. Mayor Rodney Giles presiding in compliance with the Freedom of Information Act, called the meeting to order at 6:00 pm.

Invocation was rendered by Council Member David Tisdale
Pledge of Allegiance was recited by everyone present.

Town Officials Present:

Council Member Angela Anderson
Council Member Mattie McGee
Council Member Sudha Patel
Council Member David Tisdale
Council Member Eddie Lee

Motion was made by Council Member Angela Anderson and seconded by Council Member David Tisdale to approve the minutes with any necessary corrections. **Council Member Angela Anderson; Yes, Council Member Eddie Lee; Yes, Council Member Mattie McGee; Yes, Council Member David Tisdale; Yes, Council Member Sudha Patel; No, Mayor Rodney Giles; Yes Motion carried.** The monthly financial statements were included in the Council's packet for information purposes only.

Financial Report

Christopher Anderson stated that the June 2015 records have been deleted from the Town books and those items will need to be re-keyed into the ledgers. The FY 2014-2015 budget still needs to be closed and he is not engaged by the Town to complete those task. However, those task must be completed in order to move forward with the budgeting process. Executive Session will need to be held to discuss further engagements of his firm. Mr. Anderson stated that definite discrepancies have been found within the Town's books but neither Mayor Giles nor Council Member Patsy Greene had anything to do with the discrepancies within the Town's books. He

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continued that it would have been nearly impossible for them to have participated in such activity.

Mr. Anderson stated that there has been definite findings that funds have been removed from the Town books through the payroll account. There are no liability accounts set up within the Town's books to reconcile payroll deductions from employee checks to actual bills being paid. The former CPA did not recognize the accrual accounting basis that the Town books are set up on which stated that all revenue should be preconized when it is invoiced and expenses should be recognized when billed. Mr. Anderson stated that council will need to hold an executive session to discuss how to handle any refunds that may need to be issued to Town employees. He stated that the adjusting entries that were made in the Town books does not reflect the projections of tax revenue presented to the Town from the auditor's office. Mr. Anderson further stated that the former CPA services were terminated on June 26, 2015 but all of the adjusting entries pertaining to the tax revenue were deleted during the time period of June 26 2015 thru July 7, 2015. Mr. Anderson stated that under the advisory of the Towns Administrator Mauretta Dorsey and that of CPA Mr. Gregg Likes he is now starting the Town's books over from scratch beginning with the start of the new FY 2015-2016 Budget. Mr. Anderson stated that he is awaiting documents he requested from the IRS and Tax assessor's Office to verify his findings.

New Business

There was no new business for discussion.

Old Business

Seat Belt Policy: Council Member Angela Anderson made the motion and it was seconded by Council Member Eddie Lee to adopt and approve the Seat Belt Policy for the Town of Andrews. **Council Member Angela Anderson; Yes, Council Member Eddie Lee; Yes, Council Member Mattie McGee; Yes, Council Member David Tisdale; Yes, Council Member Sudha Patel; Yes, Mayor Rodney Giles; Yes Motion carried.**

Safety Policy: Council Member Angela Anderson made the motion and it was seconded by Council Member Eddie Lee to approve the Resolution adopting the Safety Policy for the Town of Andrews. **Council Member Angela Anderson; Yes, Council Member Eddie Lee; Yes, Council Member Mattie McGee; Yes, Council Member David Tisdale; Yes, Council Member Sudha Patel; Yes, Mayor Rodney Giles; Yes Motion carried.**

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Continuing Resolution: The Motion was made by Council Member David Tisdale and seconded by Council Member Eddie Lee to adopt the Continuing Resolution for FY 2015-2015 budget.

Council Member Angela Anderson; Yes, Council Member Eddie Lee; Yes, Council Member Mattie McGee; Yes, Council Member David Tisdale; Yes, Council Member Sudha Patel; Yes, Mayor Rodney Giles; Yes Motion carried.

Citizens Comments

Mrs. H. Jean Brown Commissioner of the 7th Congressional District of the State of South Carolina Human Affairs Commission came before council to inform them about the Georgetown County Community Relations Council (GC-CRC). The mission of this organization is to work to improve economic development, education, health, well-being and the quality of life and sense of unity among diverse people within the County. Mrs. Brown requested that Council appoint the names of two citizens to serve as volunteer GC-CRC members.

Administrator's Report

The Town's Administrator Mauretta Dorsey stated that on Monday Bid Openings were held for the Engineering Contract for the CDBG Pump Stations Upgrades Project. Packets were graded on the following criteria:

- Qualifications
- Proposal Content & Approach
- Experience with similar Projects
- Cost of Services – Fixed Price
- CDBG Program Experience
- Past Performance and Proposal Time Table

The bid was awarded to Hanna Engineering whose bid amount was \$69,300.00. Mrs. Dorsey informed Council that during the months of October or November 2015 the Rural Water Association will be in the Town conducting a smoke test on our water and sewer system. The Town will be submitting a USDA Package in October 2015 and if the funds are awarded they will be used to purchase a new trash truck, Jet Vac truck and the Flex Net Water meter reading system.

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Department Head Reports

Public Works Department: Mr. Clark Creel a consultant for the Town of Andrews reported that they have repaired about 80 leaks within the Town of Andrews over the past two months.

Police Department: Chief Capers stated that he would like to host a Summit here in the Town of Andrews to keep our citizens informed and to allow them to ask questions. The school year has started and our students will be involved in sports and he would like to send at least one officer to all away games to help keep our students as well as our citizens safe. Chief Capers stated that he will be strictly enforcing that an off duty officer be present at all parties hosted at the Andrews Recreational Center and it will be the responsibility of the party host to compensate the off duty officer. Chief Capers has a policy inforce that requires the host of all parties to complete to request the off duty officer and any parties held without an off duty officer present will be forced to shut down. Chief Capers stated that there will be an officer at Andrews Elementary School part-time this school year and his officers will be floating between Andrews Elementary, Rosemary Middle, Andrews High and Sampit Elementary Schools.

Fire Department: No report

Public Works Department: No report

Council's Report

Council Member McGee reported that emergency financial assistance is available through Waccamaw EOC for qualifying citizens.

Council Member Eddie Lee thanked all of the staff for doing a wonderful job.

Council Member Sudha Patel presented a presentation explaining the nature of the Main Street Event "Town of Andrews 106th Anniversary Celebration "that will be held in the Town on Saturday, Septembers 19, 2015 beginning at 8am until 8:00pm.

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Council Member David Tisdale: Requested that a package be put together to purchase vehicles for the Public Works Department and that the Town look into replacing the bumper on the meter Reading truck that is damaged.

Mayor's Report

Mayor Rodney Giles thanked all of individuals who participated in the bid opening process for the Pump Stations Upgrade.

Adjournment

Council Member Eddie Lee made the motion to adjourn the meeting at 7:21 pm and was seconded by Council Member Angela Anderson.

Council Meeting minutes submitted by Chaconas Parson, Town Clerk.