

Town of Andrews
Council Meeting
Sheriff's Department Sub-Station Courtroom
110 North Morgan Avenue
Andrews, SC 29510
July 11, 2013
6:00 PM

Amended Agenda

- I. Call to Order
- II. Invocation
- III. Pledge of Allegiance
- IV. Roll Call
- V. Approval of Minutes
- VI. Monthly Bank Statements: For information only
- VII. Citizen Comments (Three (3) minutes only)
- VIII. Appearance(s):
 - Wanda Charping, CPA: Accountant for the Town of Andrews
- IX. Old Business
- X. New Business
 - Increase Per Diem Rates
 - Increase Mileage Rate
 - Approval of Per Diem for MASC Conference
 - Purchase of new computer network server
- XI. Administrator's Report
- XII. Council's Report
- XIII. Department Head Reports
- XIV. Mayor's Report
- XV. Executive Session
 - Legal matters: FOIA requests
 - Contractual matters: IT Services, Water Audit, Town Policy, Water Service
- XVI. Adjourn

Town of Andrews

**Public Hearing/Regular Town Council Meeting
Thursday, July 11, 2013**

Sheriff's Substation

110 N Morgan Ave. Andrews, SC

The Town of Andrews met for their Monthly Town Council Meeting on Thursday July 11, 2013 at 6:00 pm. Mayor Rodney Giles presiding in compliance with the Freedom of Information Act, called the meeting to order at 6:05 p.m.

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

Town Officials Present:

Mayor Rodney Giles
Council Member Angela Anderson
Council Member Patsy Greene
Council Member Thomas Alford
Council Member Mattie McGee
Council Member David Tisdale
Council Member Sid Ackerman

After roll call, motion was made by Council Member Sid Ackerman and seconded by Council member Angela Anderson to approve the minutes from the June 20, 2013 Council Meeting. All in favor, motion carried.

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

Citizen's Comment

Eddie Lee appeared before Mayor and Council concerning the conditions of the park located on Jones Avenue. He stated that the conditions of the park are hazardous for the children and he believes it is unsafe. Mr. Lee also asked that until the necessary renovations are done that the park needs to be closed down due to the unsafe conditions, so that the children will not be at risk.

Gail Soles appeared before Mayor and Council stating that her daughter has been missing for almost 9 years. She asked does anyone care that her daughter is missing. She asked has anyone ever seen her daughter. Mrs. Soles also stated that she has been requesting documents that she has yet to receive and would like to know when she will be getting the requested documents. She stated that she has been promised the documents only to have nothing as of now. Mrs. Soles finished by saying that The Town of Andrews needs guidance that will gear them into the right direction.

Jamal Richardson appeared before Mayor and Council stating that the park located on Jones Avenue really needs work. He passed around photos that were taken of the park with numerous issues. He stated that the park needs to be closed down until the renovations are completed. Mr. Richardson stated that he would volunteer his services and would like to meet with council members to come up with ideas and solutions on what could be done. Mr. Richardson urged Mayor and Council to go take a look at the park. Mr. Richardson also stated that he has a signed petition going around the neighborhood for support. He concluded by saying that it is 2013 and the country is moving forward so Andrews should do the same.

Appearing before Council

Accountant Wanda Charping appeared before mayor and council stating that we are at the end of the fiscal year, and that we are in the process of closing June. She stated that we will have a surplus in General Fund that will be around \$200,000. She stated that she is still waiting on a few revenues to come in, but she don't expect it to make a very big difference. Ms. Charping stated that we will have to make a transfer to Water & Sewer, because it will come in a bit under budget. She stated that overall everything is coming in on budget, but victims assistant needs some work because money that is available are not being used for certain services.

Old Business

There was no Old Business up for discussion

New Business

Administrator Mauretta Dorsey stood before mayor and council in regards to the per diem changes. Mrs. Dorsey stated that the changes are as followed:

Breakfast - \$15.00 Lunch - \$20.00 Dinner - \$30.00

Administrator Dorsey also stated that on January 1, 2013 the State of SC increased their standard business mileage rate established by the Internal Revenue Service to \$56.5 cents per mile. Mrs. Dorsey stated that the Mayor and Council members will be leaving on July 17 and returning on July 21 for their annual Municipal Conference located in Greenville. Mrs. Dorsey concluded by saying that if approved they will be allowed an amount of \$280.00 prior to travel.

The motion was made by Council Member Thomas Alford and seconded by Council Member Mattie McGee to accept and approve the new per diem rates as stated. Mayor Giles asked for a roll call: Council Member McGee-Yes, Alford-Yes, Ackerman-Yes, Anderson-Yes, Tisdale-Yes, Greene-Yes and Mayor Giles-Yes. All in favor, motion carried.

Administrator Mauretta Dorsey stood before mayor and council with concerns of the aging computer system. She stated that we are operating with a service that is over 20 years old and it needs to be replaced as soon as possible. She stated that we are operating off of a system that no one currently uses anymore, and that we are putting ourselves in a situation of losing all of our important documents. She stated that when the lights go out everything is knocked out in the police department and that is one vital area that needs to be working at all times, especially during weekend hours. Mrs. Dorsey provided mayor and council with a quotation of the services that would total \$5,230.24. She stated that most services require an amount of \$6500-\$10,000 but through cdw website we got a quote at a discounted rate. The motion was made by council member Sid Ackerman and seconded by council member Angela Anderson to replace the current server as submitted. All in favor, motion carried.

Council Member Alford asked how long it will take to get the new server up and running. Administrator Dorsey said once it is approved she will move forward. Mayor Giles stated that by having an outdated server we will be at risk for viruses as well, so the new server will be very beneficial. Mrs. Dorsey stated that yes we will also need a new firewall, because the town's firewall is insufficient.

Council Member Sid Ackerman made a motion to amend the previous motion that if we have to advertise to go ahead and get the administrator to advertise for up to 3 bids if necessary, and seconded by Council Member Alford. Mayor Giles asked for a roll call: McGee-Yes, Alford-Yes, Ackerman-Yes, Anderson-Yes, Tisdale-Yes, Greene-Yes and Mayor Giles. All in favor, motion carried.

Administrator's Report

Administrator Mauretta Dorsey stood before mayor and council with her monthly report stating that on July 18, 2013 will be having cdbg monitoring for our lift station projects to see where we stand and to make sure everything is in place and currently working, and for them to give us some consideration for another lift station project. Georgetown Water & Sewer district, are going to have to make quite a few changes aside from what was previously mentioned earlier this year. She stated that they are going to have to make about \$60,000.00 in waste water treatment repairs immediately that may involve the Town of Andrews. They are also going to have to change their chlorine system and that we should have been notified about because it is a required change every 5 years by DHEC and the cost is \$100,000. Mrs. Dorsey stated that Georgetown County United Way would like to have a better presence in the Town of Andrews. She stated that they provide a variety of services and currently have one business Trebol that are participating. Mrs. Dorsey continued on to state that they have what is called a 211 program that is active 24 hours a day for 7 days a week, where you can call and get a listing of services within Georgetown County. Mrs. Dorsey concluded by saying that we have received notice from the State of SC office of the State Auditor that the Municipal Court has been selected for a random audit and we will possibly be contacted in that manner. This has concluded the Administrators report.

Council Report

Council Member Mattie McGee stood before Mayor and Council with concerns about the generator located near the police department and the EMS shed. She asked is it currently working. Public Works employee Jackie Shaw answered that yes it is working, but that it does give off exhaust fumes that the EMS department complains about. Mayor Giles stated that if it has to be ran we will run it until a newer one is purchased. Council Matte McGee also asked when the welcome sign will be painted. Mayor Giles stated that there is a small volunteer group who

will paint and restore the sign, and the only thing they asked for is small dues to purchase materials and etc. Mrs. McGee concluded by asking can the Red Cross have the house that is located on Farr Avenue. Mayor Giles stated that it will be discussed among the council members, because they were trying sell it at one point.

Council Member Thomas Alford stood before mayor and council stating that he is a chairman for the Veteran Association, and that the flag pole has been completed and it is now up and working. Mr. Alford then stated that they are on to the next project which includes a Veteran Memorial located in the Town of Andrews. He asked for permission to have the old Railroad Bed Park to have the Memoriam. He stated that a gentleman from California will come down and put up the veteran memorial, but he will not began work until he has something in writing stating that he can access the old Railroad Bed Park. Mayor Giles stated that it is a good idea, but thinks it should be placed where it will be more accessible to the citizens as well as visitors and people passing through. Mayor Giles stated that they have asked the National Guard Armory for a piece of their property located on Main Street. Mr. Alford stated that it might complicate the project because the National Guard is owned federally and he's not sure they will give access in writing. He concluded by saying that he will get things going and if allowed they will precede as planned.

Council Member David Tisdale stated that he has an idea that we should get the area located from the MLK monument down to Farr Avenue and designate it as the Veterans Park. He then stated that for each year of war starting with WWII the names of all the veterans living and deceased will be placed on the corresponding memorial. Mayor Giles stated that they will need to give or draw a mental picture of what it will look like so he and the other members of council can decide on the next course of action.

Council Member Patsy Greene stood before mayor and council with regards to the Back to School fest that will be approaching soon. She stated that a letter will go out to all the businesses and sponsors for donations and school supplies, and the dates will be available by then. Ms. Greene also talked about the park located on Jones Avenue. She stated that the conditions of the park is not due to negligence, but due to older kids going into the park and misusing the equipment. Ms. Greene then added that the park is cleaned by a group of volunteers, but it always end up in the same predicament. She stated that we do need volunteers out there to help keep the park up to par, and in the right conditions. She stated

that the parents were urged to come to the park with their children and supervise while they are playing. She also stated that the park was put there for a reason and it was for the small children and not the adults and teens to hang out. Council Member Greene concluded by saying that the work cannot be done until everyone pulls together to lend a helping hand.

Department Head Report

The new chief Cooper stood before mayor and council stating that he is elated to have been chosen for this position. Chief Cooper stated that on his first day he had sled come into town to do an audit, and to clear some of the old files out. Chief Cooper stated that he is not going to make any promises, but he will try to do his best while enforcing the law. Chief Cooper stated that Andrews is a good town, but now is the time for checks and balances. He stated that everyone will see a whole different type of agency at work. Chief Cooper stated that he has had 18 years in law enforcement and has worked at every level so he is familiar with all sectors of enforcing the law, and that he will do so.

Mayor's Report

Mayor Giles stated that in the past we have held a Festival during Halloween as a safe haven for young children to go to as things are so dangerous nowadays. He stated that the police department as well as City Hall and some members of the public got together to plan and carry out the event. Mayor Giles stated that he would like to see the event start back up and for it to be even better than previous times.

Executive Session

Council Member Angela Anderson made a motion to go into Executive Session and was seconded by council member Sid Ackerman.

Council Member Angela Anderson made a motion to come out of Executive Session, and was seconded by council member Sid Ackerman.

Mayor Giles stated no decision was rendered in Executive Session.

Adjournment

Council Member Sid Ackerman made a motion to adjourn the meeting and was seconded by council member Angela Anderson.

Council Meeting minutes were submitted by Keeya Cumbee.

State of South Carolina

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Workers' Compensation Commission

January 3, 2013

New Mileage Reimbursement Rate Effective January 1, 2013

Regulation 67-1601 A (1) provides the expenses incurred for travel to receive medical attention which shall be reimbursed to the claimant are mileage to and from a place of medical attention which is more than five miles away from home in accordance with the amount allowed state employees for mileage.

The state employee mileage rate is based upon the standard business mileage rate established by the Internal Revenue Service. Effective January 1, 2013 the reimbursement rate for state employee mileage is 56.5 cents per mile.

Gary M. Cannon
Executive Director
gcannon@wcc.sc.gov

Per Diem Approval
MASC Annual Conference
July 17-21, 2013

Wednesday:	Lunch (\$20.00) Dinner (30.00)	\$50.00
Thursday:	Breakfast (\$15.00) Lunch (\$20.00) Dinner (30.00)	\$65.00
Friday:	Breakfast (\$15.00) Lunch (\$20.00) Dinner (30.00)	\$65.00
Saturday:	Breakfast (\$15.00) Lunch (\$20.00) Dinner (30.00)	\$65.00
Sunday:	Breakfast (\$15.00) Lunch (\$20.00)	\$35.00

TOTAL: \$280.00 per member (5 attendees)

GRAND TOTAL: \$1,400.00

TOWN OF ANDREWS

Mode of Transportation:
☐ Town Vehicle
☐ Privately Owned Vehicle

TRAVEL VOUCHER/REIMBURSEMENT FORM

Name: _____

Job Title: _____

Travel to: _____

Dates of Travel: _____

Reason for Travel: _____

MILEAGE

Date	Depart (D) Arrive (A)	Time AM/PM	Destination	Mileage .565 per mile	Cost of Mileage

Mileage (_____ miles @ \$.565): _____

**Grand total on back*