

**TOWN OF ANDREWS
MONTHLY TOWN COUNCIL MEETING
101 NORTH MORGAN AVE.
ANDREWS, SC 29510
THURSDAY, AUGUST 20, 2020 @ 6:00 PM**

DUE TO CoVID19 (CORONAVIRUS) AND IMPLEMENTING SOCIAL DISTANCING MEASURES, THE TOWN COUNCIL MEETING WILL BE PHYSICALLY UNAVAILABLE TO ATTENDEES. THE MEETING WILL BE BROADCASTED VIA FACEBOOK LIVE FROM THE TOWN OF ANDREWS EMERGENCY OPERATIONS CENTER PAGE.

AGENDA

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL**
- 5. APPROVAL OF MINUTES**
 - A. THURSDAY, JULY 16, 2020 TOWN COUNCIL MEETING**
 - B. TUESDAY, AUGUST 11, 2020 TOWN COUNCIL SPECIAL CALLED MEETING**
- 6. PRESENTATION: Love Baily Certified Public Accountants**
 - A. Town of Andrews FY2019 Audit**
- 7. NEW BUSINESS**
 - A. 2020 Seat Belt Policy**
 - B. Safety Resolution No: 2020-01**
- 8. MAYOR'S REPORT**
- 9. ADJOURNMENT**

Town of Andrews

**Monthly Town Council Meeting
Via Zoom/Facebook Live
Thursday 20, 2020 6:00 p.m.
101 N Morgan Ave. Andrews, SC**

Mayor McClary stated that due to COVID-19 (Coronavirus) and the implementation of social distancing measures, the physical meeting is closed to the public. The meeting is being broadcasted via Facebook Live from the Town of Andrews Emergency Operations Center page.

The Town of Andrews met for their Monthly Town Council Meeting on Thursday, August 20, 2020. Mayor Frank McClary presiding in compliance with the Freedom of Information Act, called the meeting to order at 6:03 p.m.

Invocation was rendered by Council Member Angela Anderson
Pledge of Allegiance was recited by everyone.

Town Officials Present:

Mayor Frank McClary
Council Member Angela Anderson
Council Member Amy Flagler
Council Member Eddie Lee
Council Member James E. Altman

Motion was made by Council Member Eddie Lee and seconded by Council Member Angela Anderson to approve the minutes from the Thursday, July 16, 2020 Town Council Meeting and the Tuesday, August 11, 2020 Town Council Special Call Meeting as written. **Mayor Frank McClary; Yes, Council Member Angela Anderson; Yes, Council Member Eddie Lee; Yes, Council Member Amy Flagler; Yes, Council Member Robert Stamper; Yes, motion carried.**

Monthly Bank Statements

The monthly financial statements were included in the Council's packet for informational purposes only.

Financial Report

Mrs. Brenda Jackson, CPA for the Town of Andrews s absent tonight due to a family emergency, therefore, the Financial Report will be presented at a later date and time.

New Business

2020 Seat Belt Policy: Motion was made by Council Member Eddie Lee and seconded by Council Member Amy Flagler to approve the adoption of the Town of Andrews 2020 Seat Belt Policy. **Mayor Frank McClary; Yes, Council Member Angela Anderson; Yes, Council Member Eddie Lee; Yes, Council Member Amy Flagler; Yes, Council Member Robert Stamper; Yes, motion carried.**

Safety Resolution No. 2020-01: Motion was made by Council Member Angela Anderson and seconded by Council Member Eddie Lee to approve the adoption of the Town of Andrews Safety Resolution No. 2020-01. **Mayor Frank McClary; Yes, Council Member Angela Anderson; Yes, Council Member Eddie Lee; Yes, Council Member Amy Flagler; Yes, Council Member Robert Stamper; Yes, motion carried.**

Presentation

Love Bailey Certified Public Accountants gave a presentation before Town Council on the Town Audits for FY2019. Based on the information presented by Love Bailey, reportedly the Town is going in a positive financial direction. It was also noted that the town is operating more efficiently. The assets and deferred outflows of resources of the Town exceeded its liabilities and deferred inflows of resources at the fiscal year ended June 30, 2019 by \$5.8 million (net position). Of this amount, \$330 thousand was restricted and the Town's unrestricted net position (the amount that may be used to meet the Town's ongoing obligations to citizens and creditors) was a \$274 thousand. The remaining \$5.2 million of net position is for the Town's investment in capital assets. The Town's total governmental activities net position increased by \$391,011 (excluding the prior period adjustment) and its business type activities net position decreased by \$94,767. As of the close of the current fiscal year, the Town's governmental funds reported combined ending fund balances of \$1.77 million, an increase of \$431,855 (excluding the prior period adjustment) in comparison with the prior year. Approximately 98 percent of this total or \$1.66 million is unassigned fund balance. This information is reflected in the attached financial audit presentation/reports.

Council Member Angela Anderson solicited support for Helping Hands of Andrews.

Council Member Robert Stamper thanked all who was instrumental in helping the Town to secure a Vacuum Truck.

Mayor's Report

Mayor McClary stated that the newly purchased Vacuum Truck will be a valuable asset and a big cost saver for the Town. A Storm Drain study for the Town of Andrews has been completed by the Thantex Corporation located in Charleston, South Carolina. The study was conducted to help identify areas of concerns pertaining to the channeling of water between the two main water outfalls within the Town of Andrews. The two water outfalls in the Town of Andrews are the Cherry Basin on the North Side and the Myrtle Basin on the South Side of town. Mayor McClary thanked Georgetown County for securing the funding for the study. The findings reported that the negligence of maintaining the drains within the Town is a major contributor to the flood issues citizens have been experiencing throughout the Town. Thantex developed a model of the Town of Andrews drain system to demonstrate how well or how poorly the drain system functions. As a result of this study eight key locations have been identified as major flood zones. The eight flood zones identified are the Jones Avenue, South Poplar Avenue, Trebol USA area, Park Avenue, Tamarac Avenue, East Main Street, West Main Street and Magnolia Avenue. Councilman Eddie Lee was recognized for his help and hard work with designing drawings which proved to be helpful with identifying various breaks within the Town's Infrastructure. The estimated cost to fix the entire flood problem within the Town is in excess of twelve million dollars. The immediate solution for the flood issues in Andrews will be to redirect about 118 acres of water from the North Side down to the South Side by

Andrews Town Council Meeting minutes

Thursday, August 20, 2020

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developing a third water outfall basin which will significantly reduce the pressure of water coming out of the Cherry Basin. A meeting has been scheduled between Town Officials and Congressman Tom Rice's Office with regards to seeking additional funding for this project. Mayor McClary stated that the construction of the New Municipal Complex is on schedule. The Town's website is scheduled to go live in September.

Adjournment

Motion was made by Mayor Pro Tem Eddie Lee and seconded by Council Member Angela Anderson to adjourn the meeting at 6:50 p.m.

Town Council Meeting minutes submitted by Town Clerk Chaconas Parson.

Town of Andrews 2020 Seat Belt Policy

Purpose:

The Town of Andrews recognizes that motor vehicle crashes represent the number one cause of both lost work time and on-the-job fatalities. According to OSHA, where safety devices are provided the employer is compelled to require their use to sustain compliance. It is the full intent of the Town of Andrews to provide a safe working environment and protect its employees from job-related injuries and illnesses. Thus, the Town of Andrews shall implement and enforce the following policy regarding the use of seat belts in Town owned and operated vehicles and equipment. This policy will also be enforced for employees who are using their personal vehicles for business relating to the Town.

Seat Belt Use:

No employee shall operate a Town motor vehicle nor ride as a passenger in a Town motor vehicle unless such employee is wearing a seat belt which has been properly adjusted and fastened.

No employee operating a Town motor vehicle shall permit any person to ride as a passenger in such Town vehicle unless such person is wearing a seat belt which is properly adjusted and fastened.

All mowing, grading, and similar construction equipment which has the capability to exceed 15 mph during travel shall be equipped with a roll over protection device and seat belts which shall be worn by the operator, properly adjusted and fastened.

Any Town employee riding as a passenger in a motor vehicle in which all seating positions equipped with seat belts are occupied by other passengers, who are using said restraints, shall not be allowed to stand, ride on tailgate, or hang on running boards. In the event that all seats are occupied, every effort shall be made to provide adequate transportation to accommodate additional passengers so that seat belt can be used. Additional transportation is highly recommended if this event should occur.

No employee shall be allowed to ride as a passenger on a trailer or otherwise towed equipment.

Town of Andrews 2020 Seat Belt Policy

Seat Belt Exceptions:

Provisions of the Seat Belt Policy do not apply to any person who is physically unable to use seat belts provided, however, that such condition is certified by a licensed physician.

Any driver or passenger who frequently stops and leaves motor vehicle where the speed between stops does not exceed 15 mph. However, those employees who are required by operation to ride on rear step (Sanitation Rear Loaders) of vehicles shall be required to use the safety handrail with both hands any time the vehicle is in motion. The driver shall make every effort to maintain a safe minimal speed and observe safe driving practices so as to avoid sudden bumps and dangerous or quick turns.

¹Any driver or passenger in which use of seat belt restraints may hamper efficient conduct of police functions. Supervisors may grant exemption to this policy for specific situations in which they deem efficiency of operation outweighs the seat belt use benefit.

Seat Belt Maintenance:

It is the direct responsibility of the driver and supervisor to insure:

1. That seat belts are inspected daily.
2. That seat belts are always visible and readily accessible for use.
3. That seat belts are regularly cleaned and are operational at all times.

No Town vehicle shall be allowed to operate where seat belts are missing or defective.

Failure to properly maintain seat belts shall require disciplinary action as described in this policy.

¹This applies to police department personnel only.

Disciplinary Action:

The provisions of the Seat Belt Policy are mandatory and shall be enforced by all supervisors. Failure to enforce or otherwise comply with the provision of this policy will result in disciplinary action (**first and second violations – warnings/third violation – one day out of work without pay**).

Town of Andrews
2020 Seat Belt Policy

Note:

The undersigned hereby agree to place the Seat Belt Policy into action on the date signed.

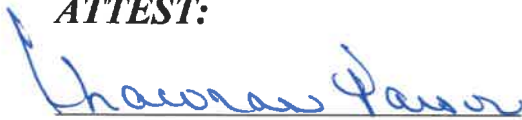


Mayor's Signature

Aug 20 2020

Date

ATTEST:



Chaconas Parson, Town Clerk

08/20/2020

Date

**TOWN OF ANDREWS
SAFETY POLICY RESOLUTION
No: 2020-01**

WHEREAS, the Mayor and Andrews Town Council recognize that the prevention of accidental losses affecting employees, property, and the public will enhance the operating efficiency of The Town of Andrews government; and

WHEREAS, a pro-active loss control posture requires that sound loss prevention measures are of primary consideration and take precedence over expediency in all operations.

NOW, THEREFORE, BE IT RESOLVED that the Town of Andrews will endeavor to provide a work environment free of recognized hazards through the establishment and implementation of loss control policies and procedures, and their subsequent amendments and additions, designed to provide protection to The Town of Andrews employees, public and private property, and members of the public.

BE IT FURTHER RESOLVED that The Town of Andrews will support compliance with all Federal and State safety regulations; provide and require the use of personal protective equipment by all employees; and insure that all employees are advised of and understand their loss control responsibilities in the performance of their work.

SIGNED, SEALED AND ADOPTED BY Town Council this 20th day of August 2020.



Mayor's Signature

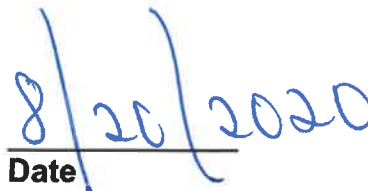


Date

ATTEST:



Chaconas Parson, Town Clerk



Date