

MONTHLY COUNCIL VIRTUAL MEETING via Zoom/Facebook Live

101 NORTH MORGAN AVENUE

ANDREWS, SC 29510

THURSDAY, OCTOBER 21, 2021 @ 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 PAGE. ALL PUBLIC COMMENTS CAN BE SUBMITTED VIA TOA EOC FACEBOOK MESSENGER APP. BY 4PM ON THURSDAY, OCTOBER 21, 2021

AGENDA

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL**
- 5. APPROVAL OF MINUTES**
 - A. MONDAY, AUGUST 30, 2021 TOWN COUNCIL SPECIAL CALL MEETING**
 - B. THURSDAY, SEPTEMBER 16, 2021 TOWN COUNCIL MEETING**
- 6. MONTHLY BANK STATEMENTS: FOR INFORMATION ONLY**
- 7. FINANCIAL REPORT**
- 8. CITIZENS' COMMENTS**
- 9. NEW BUSINESS**
 - A. Mutual Aid Agreement:**
Between Williamsburg County Sheriff's Office and Andrews Police Department
- 10. OLD BUSINESS**
 - A. Second Reading Ordinance Number 2021-05:**
An ordinance to adopt a revised Business License Ordinance in accordance with the Business License Standardization Act (2020 Act No.176)
- 11. ADMINISTRATOR'S REPORT**
- 12. COUNCIL'S REPORT**
- 13. MAYOR'S REPORT**
- 14. ADJOURNMENT**

Town of Andrews

Monthly Town Council Meeting Via Zoom/Facebook Live Thursday, October 21, 2021 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 Facebook messenger page.

The Town of Andrews met for their Monthly Town Council Meeting on Thursday, October 21, 2021. Mayor Frank McClary, presiding in compliance with the Freedom of Information Act, called the meeting to order at 6:00 p.m.

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

Town Officials Present:

Mayor Frank McClary
Mayor Pro Tem Bradley Prince
Council Member Angela Anderson
Council Member James Altman
Council Member Eddie Lee
Council Member Rob Stamper

Motion was made by Council Member Eddie Lee and seconded by Council Member Angela Anderson to approve the Monday, August 30, 2021 Special Call Meeting and the Thursday, September 16, 2021 Town Council Meeting minutes. **Mayor Frank McClary; Yes, Mayor Pro Tem Bradley Prince; Yes, Council Member Robert Stamper; Yes, Council Member Eddie Lee; Yes, Council Member James Altman; Yes, motion carried.**

Monthly Bank Statements

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

Financial Report

Brenda Jackson CPA for the Town of Andrews presented Town Council members with a review of the Town of Andrews Profit Loss Budget vs. Actual report for the two months ended September 30, 2021.

Citizens' Comment

There were no citizen comments online.

New Business

Mutual Aid Agreement: Motion was made by Council Member Eddie Lee seconded by Council Member James Altman to approve the Mutual Aid Agreement between Williamsburg County Sheriff's Office and Andrews Police Department for the purpose of providing the proper and prudent exercise of public safety functions across jurisdictional lines. **Mayor Frank McClary; Yes, Mayor Pro Tem Bradley Prince; Yes, Council Member Robert Stamper; Yes, Council Member Angela Anderson; Yes, Council Member Eddie Lee; Yes, Council Member James Altman; Yes, motion carried.**

Old Business

Second Reading Ordinance Number 2021-05: Motion was made by Council Member Eddie Lee and seconded by Council Member Angela Anderson Lee to approve the Second Reading of Ordinance Number 2021-05, an ordinance to adopt a revised Business License Ordinance in accordance with the Business License Standardization Act (2020 Act No.176). **Mayor Frank McClary; Yes, Mayor Pro Tem Bradley Prince; Yes, Council Member Robert Stamper; Yes, Council Member Angela Anderson; Yes, Council Member Eddie Lee; Yes, Council Member James Altman; Yes, motion carried.**

Administrator's Report

The Town Administrator recognized the Andrews Police Department for a job well done hosting the Fallen Peace Officer's program on last Wednesday. She thanked the local chaplains and members of the community for coming out to support the program. October 3rd – 9th was Fire Prevention week and the Andrews Fire Department gave presentations throughout the community. The Month of October is recognized as Breast Cancer and Domestic Violence Awareness Month, as well as Anti Bullying month. The Town is making preparations to move forward with the Beech Street water system improvements project, which will be managed by the COG Office. The Andrews Heritage Festival will take place along Main Street starting at 4pm until 11pm on Friday, October 29th and commence 12noon until 11pm on Saturday, October 30th.

Council Member Robert Stamper reported a positive compliment that he received from a citizen in reference to the professionalism, respect and knowledge portrayed by Ketrick Porter who assisted her with an issue at her residence. He requested that the Public Works department be encouraged not to leave trash behind after they have mowed the lawn along the railroad bed park. He commented on the festive decorations along Main Street and how beautiful it looks. The Andrews Fire Department did provide the local schools and day cares with videos, stickers and pencils in recognition of Fire Prevention Week.

Mayor Pro Tem Bradley Prince requested an update on the Storm Drain Project. Mayor McClary stated that he will provide an update on this project during the mayor's report.

Council Member Angela Anderson inquired about what can the Town do to request that the County open the Andrews Recreational Center on Fridays and Saturdays to the citizens of Andrews. Mayor McClary stated that this facility is operated by Georgetown County and the Town will send an email to make the citizens request known to Ms. Goodall, the manager of Georgetown County Parks and Recreations and the response will be posted on the Town's Facebook page. In addition, he stated that it would be helpful for the citizens to contact the County and make the request for the facility to be opened to the citizens of Andrews on the days in question. She thanked the Andrews Fire Department and the Andrews Police Department for the outstanding service that they provide throughout the Town. Helping Hands of Andrews will host their Annual Thanksgiving Program on Monday, November 15, 2021 beginning at 9am until noon. This event will be a Drive Thru event for the first 100 households to show up with proof of income and residency.

Council Member James Altman asked if there were any plans to replace the 38 years old truck within the Andrews Fire Department that did not pass inspection. In response Mayor McClary stated that an analysis will be conducted on the status and demand for the truck and a report will be given during next month's Town Council meeting.

Council Member Eddie Lee recognized the newest employee to the Public Works Department, Mr. Joseph Bouchette who in his opinion is doing an outstanding job helping to manage that department. He also stated that Mayor McClary is doing an excellent job managing the Town of Andrews. He emphasized that the Town of Andrews operates under a Mayor-Council form of government. The mayor has dual responsibilities. He acts as the chief administrative officer of the municipality. He also acts in a legislative capacity. The mayor, under this form, has the following powers and duties:

- to appoint, suspend, or remove all municipal employees and appointive administrative officers,
- except as otherwise provided by law or personnel rules adopted by council;
- to direct and supervise the administration of all departments, offices and agencies of the municipality;
- to preside at meetings of the council and vote as other councilmembers;
- to act to ensure that all laws and ordinances of the council are faithfully executed;
- to prepare and submit the annual budget and capital program to the council;
- to submit to the council and make available to the public a complete report on the finances and administrative activities of the municipality as of the end of each fiscal year; and
- to make other reports concerning the operations of municipal departments, offices and agencies
- subject to his direction and supervision. Section 5-9-30.

The mayor and council may employ an administrator to assist the mayor. Section 5-9-40. The South Carolina Attorney General's Office has interpreted this section to mean that the mayor, as a member of council, along with the other members of council, may by majority vote, employ or terminate an administrator. The administrator may not be assigned functions that conflict with or usurp the powers assigned to the mayor by state statute.

State law requires council action to appoint a municipal clerk, attorney, judge and election commissioners. Council may establish and determine the functions of municipal departments, offices and agencies. Council must adopt an annual balanced budget for the municipality's operation and for capital improvements. Section 5-9-40.

Mr. Lee explained that since Mayor McClary was elected in 2015 he has been working hard to improve the quality of life for the citizens of Andrews. He highlighted some of the Town's achievements under Mayor McClary's leadership.

- A new garbage truck was purchased
- \$599,295.00 RIA Grant (County Line Pump Station upgrade)
- \$469,876.00 CDBG (Beech Street water system improvements)
- Acquired the Department of Public Works building located at 102 East Main Street
- Influential in the construction of the park located at 6 East Main Street
- \$475,000.00 USDA, Rural Development Community Facility Grant (Purchase of two new vehicles for the APD and two new vehicles for the Public Works Department)
- An excavator and a flatbed trailer were purchased
- A dump truck was purchased
- A continual increase in the cash fund balance over the past several years
- 30 plus businesses established during the mayor's tenure

Mayor's Report

Mayor Frank McClary officially introduced Joseph Bouchette the new hire in the Public Works Department. Joseph adds a lot of valuable experience to the team; he has already saved the Town in vehicle and equipment maintenance expenses by performing some repairs himself. It is the goal of the Town to hire and retain employees who will be a valuable asset to the Town. The Town will soon close out the USDA Project to purchase vehicles and equipment for the Public Works Department. The only item left to be purchased for this department is a service truck. The portion of the USDA Project dedicated to purchasing the additional vehicles for the Andrews Police Department will close out once the ordered vehicles are manufactured and delivered. The construction material for the additional public works site is still on back order due to the slowdown in the manufacturing of building supplies. It was reported that the Storm Drain Project is expected to pull at least 80% of the rainfall out of the Town through the new

outfall along Cedar Avenue. Most of the piping for this project will be underground. The Town is still working to receive easements from 40 residents for the project. In addition, the Town will have the task to help citizens understand the impact of this project and the end results. The project is projected to begin in the spring and is estimated to be completed within twelve months, with the Town incurring no expenses. A meeting will be scheduled with all interested parties to discuss the long-term management of the system. Joyce Williams, the Town's Code Enforcer is actively on the job. The Town Code Books were updated and approved by the State in 2003. The Andrews Police Department recently received and investigated a citizen's complaint concerning raising livestock within the Town limits. Unfortunately, for some citizens the Town Code doesn't permit such activity. The Code Enforcer is doing an excellent job cleaning up the Town and making it a safer and better place to live, while following the law as it is written. She will continue to make contact with individuals who are not in compliance with the Town Codes and assist them through the process of becoming compliant. The Town will address with the proper authority the need of a traffic light at the intersection of Martin Luther King Drive and County Line Road. Measures have been put in place at the Andrews Memorial Cemetery to help manage traffic within the cemetery and to eliminate graves desecration. The gates into the cemetery will only be opened from 7am to 7pm daily. In closing he praised the Andrews High School Volley Ball Team for their excellent performance. In closing it was announced that the Andrews High School football team will play their final game of the season on Friday Night. However, if the team is victorious, they will advance to the playoffs.

Adjournment

Motion was made by Council Member Eddie Lee and seconded by Council Angela Anderson to adjourn the meeting at 6:58 p.m.

Town Council Meeting minutes submitted by Town Clerk Chaconas Parson.