

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

110 NORTH MORGAN AVE.
ANDREWS, SC 29510
THURSDAY NOVEMBER 17, 2016 @ 6:00 PM

AGENDA

1. CALL TO ORDER

2. INVOCATION

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

5. APPROVAL OF MINUTES

6. MONTHLY BANK STATEMENTS: FOR INFORMATION ONLY

7. FINANCIAL REPORT

8. NEW BUSINESS

A. Nomination: Waccamaw Regional Council of Government Representative

9. CITIZENS COMMENTS (Three (3) minutes only)

10. ADMINISTRATOR'S REPORT

11. DEPARTMENT HEAD REPORTS

12. COUNCIL'S (SUB – DIVISION'S REPORTS)

13. MAYOR'S REPORT

14. EXECUTIVE SESSION – Pursuant to S.C. Code §30-4-70 [a]

Town Council may take action during the evening Town Council meeting on matters discussed in Executive Session.

A. Contractual Matters: Town's Attorney S.C. Code. §30-4-70 [a] [2]

15. ADJOURNMENT

Town of Andrews

Regular Monthly Town Council Meeting

Thursday, November 17, 2016 6:00 p.m.

Sheriff's Substation

110 N Morgan Ave. Andrews, SC

The Town of Andrews met for their Monthly Town Council Meeting on Thursday, November 17, 2016. 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 Pastor Edward Hardee
Pledge of Allegiance was recited by everyone present.

Town Officials Present:

Mayor Frank McClary
Council Member David Tisdale
Council Member Eddie Lee
Council Member Sudha Patel
Council Member Terrance Middleton
Council Member Marva Session
Council Member Mack E. Watford, Sr.

Motion was made by Council member Sudha Patel and second by Council member Eddie Lee to approve the minutes from the following meetings; Tuesday October 18, 2016 Town Council Special Called meeting and Thursday, October 27, 2016 Town Council Meeting. **Mayor Frank McClary; Yes, Council Member David Tisdale; Yes, Council Member Eddie Lee; Yes, Council Member Sudha Patel; Yes, Council Member Terrance Middleton; Yes, Council Member Marva Session; Yes, Council Member Mack E. Watford; Yes, All in favor, motion carried.**

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

Financial Report

No Financial report was made. CPA Brenda Jackson was not present.

NewBusiness

Waccamaw Regional Council of Government Representative- Nomination: Motion was made by Council member Terrance Middleton and second by Council member Sudha Patel to nominate Mayor Frank McClary as the new representative for the Town of Andrews to the Waccamaw Regional Council of Government Board. **Mayor Frank McClary; Yes, Council Member David Tisdale; Yes, Council Member Eddie Lee; Yes, Council Member Sudha Patel; Yes, Council Member Terrance Middleton; Yes, Council Member Marva Session; Yes, Council Member Mack E. Watford; Yes, All in favor, motion carried.**

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Citizens Comments

David Redick: Mr. Redrick requested a copy of the layout from the 2015 Christmas Parade. He also addressed his concern about the maintenance and upkeep of the Town of Andrews Welcome signs.

Administrator's Report

Mrs. Dorsey updated Council on the status of the current USDA project. Before moving to the next phase of this project, the Mayor, Attorney and Engineer for the Town will have to sign, approving the Electro Scan Maps of the water and sewer systems of the Town of Andrews which must be presented to the Department of Transportation for right of way access. Mrs. Dorsey reviewed with Council the schedule of upcoming Christmas events for the Town of Andrews. The Christmas parade will be held on Sunday, December 6th at 3:00 p.m. followed by the Open House and Business Expo at Town Hall and the Christmas Tree Lighting will begin at 5:30 p.m. Helping Hands of Georgetown, S.C. will host their next job creations workshop at the Andrews Church of God on Thursday, January 5, 2017 at 10:00 a.m. Mrs. Dorsey requested that a motion be made to amend the meeting agenda to include the Christmas Holiday Schedule for the Town of Andrews so that proper notification can be provided to the workers and citizens. Mrs. Dorsey made the recommendation to Council that they make preparation to begin planning their 2017 calendar of events.

Motion was made by Council member Sudha Patel and second by Council member David Tisdale to amend the agenda to add the Christmas Holiday Schedule for the Town of Andrews to the agenda. **Mayor Frank McClary; Yes, Council Member David Tisdale; Yes, Council Member Eddie Lee; Yes, Council Member Sudha Patel; Yes, Council Member Terrance Middleton; Yes, Council Member Marva Session; Yes, Council Member Mack E. Watford; Yes, All in favor, motion carried.**

Mrs. Dorsey proposed the following two Christmas Holiday schedules for Council's consideration: Option #1-Friday, December 23, Monday, December 26 and Tuesday, December 27, 2016 or Option #2- Monday, December 26 thru Wednesday December 28, 2016.

Motion was made by Council member Marva Session and second by Council member Mack E. Watford, Jr. to choose option #1 For the Town of Andrews Christmas Holiday Schedule. **Mayor Frank McClary; Yes, Council Member David Tisdale; Yes, Council Member Eddie Lee; Yes, Council Member Sudha Patel; Yes, Council Member Terrance Middleton; Yes, Council Member Marva Session; Yes, Council Member Mack E. Watford; Yes, All in favor, motion carried.**

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Council member Middleton requested Mrs. Dorsey to update Council on the construction work being done on Town of Andrews owned buildings. Mrs. Dorsey explained to Council that all repair work is a direct result from damage from the October 2015 flood and the contractors were approved by the former administration and all expended funds were received from FEMA and Insurance. Council member Middleton requested a detailed report of all funds received and expended; from the Insurance Company and FEMA for damages sustained from the flood.

Department Head Reports

Police Department: Chief Garrett was not present. Mrs. Dorsey stated that the APD has three new hires: Desiree Casselman, Nathan Williams and Brandon Rowell. The department has scheduled a "Meet and Greet" for Wednesday, December 7, 2016 at the Andrews Church of God. All citizens are encouraged to attend. The department responded to 16 reported incidents during the month of November.

Public Works Department: Supervisor Mr. Fred Sumpter stated that the Public Works Department has been diligently working on repairing water leaks throughout the Town. The department will be preparing to repair a major water leak at McDonalds Restaurant this upcoming Sunday. The Magnolia elevated tank was flushed this week and they are awaiting the water test results. The tank on Elmwood Street is scheduled to be flushed on November 30th and the tank on Gapway Road will be flushed on December 13, 2016. Mr. Sumpter recommended to council that they may want to consider holding sealed bids for Public Works vehicles that are no longer operational. He also suggested to council that they may want to consider repairing the roof on the Public Works maintenance shed with a roll out roof which has a life expectancy of at least 8 years. He stated that he is working to obtain specs for a new vacuum truck for his department. Council member Lee added that they are presently working on getting the backhoe repaired.

Fire Department: Fire Marshal Clint Stockton stated that his department met for their monthly meeting on November 7, 2016 at 6:00 p.m. and all departmental trucks were serviced. He reported that he attended the South Carolina Fire Marshal Association Conference and Continuing Education. The course of study was the International Code Council, Chief Building Official Legal Module and Hazardous Materials. The department responded to 20 calls during the month of November 2016. Council member David Tisdale asked Mr. Stockton if he felt like he was receiving the support or back up needed to follow through with enforcing citations for violations to local establishments and property owners within the Town of Andrews which could lead to additional revenue for the town. He responded that Council has never sworn him into a position as a Town employee with such authority. Council member Middleton requested that he turn in monthly reports of all his activity at every regular monthly Council meeting moving forward.

Council's (Sub – Division's Reports)

Council Member Terrance Middleton: No report.

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Council Member Sudha Patel: No report; She wished all a Happy Thanksgiving.

Council Member Marva Session: No report.

Council Member Mack E. Watford, Sr.: No report.

Council Member Eddie Lee: Mr. Lee stated that in reference to citizen Jackie Walters who lives on Cottonwood Street came before Council last month with a complaint about citizens dumping trash in front of her residence and in response he has placed a No Dumping sign near her residence. He stated that he has identified the property owners of abandoned homes on Magnolia Avenue and he will be making contact with them in the future. Mr. Lee also reported on several tasks that he was instrumental in helping the Public Works department performed during the month of November. He was contacted by a citizen on South Beech Avenue who complained of cars traveling at a high rate of speed in his neighborhood and he informed Chief Garrett and they have establish a patrol watch for that area.

Council Member David Tisdale: Mr. Tisdale thanked everyone for supporting the Veteran's Parade & Program on December 6, 2016. He announced that the Lion's Club will be hosting a Christmas party for Tara Hall. He reported that the most common complaint of the residents in his assigned area is with the service of debris pick-up and that is currently being addressed.

Mayor's Report

Mayor McClary informed the citizens that the Public Works Department is steadily working to get tasks completed with only eight employees. He commended them for working as hard as they do and for being very resourceful in getting things done with the limited equipment available to them. He also thanked a former Town employee, Mr. Jerome Johnson for assisting the department with his knowledge and skill set in accomplishing multiple tasks and maintaining equipment. He also encouraged the citizens to take a more active role in making the Town of Andrews a better community in which to live. The efforts to help solve some of the problems within the Town of Andrews will best be resolved when the community comes together and work towards accomplishing common goals. Council member Middleton raised the question to Mayor McClary: how can the amount of work that the Public Works Department face be completed by only eight employees when four of the long-term employees work hours have been cut to 20 hours or less per week? Mayor McClary stated that this topic would need to be discussed in an Executive Session because the topic is personnel related. However, he did state that the change in job status or work hours of some employees within the Public Works Department did not just occur overnight. Each case was individualized and all job status changes were based on those employees' individual job performance evaluations. Mayor McClary announced that because of critical circumstances as well as an immediate threat to the public safety and welfare of the citizens of Andrews due to the inability of providing trash pickup services, he as Chief Executive Officer exercised his rights under section 11-35-1570 Emergency Procurement Authority in the S.C. State Procurement Policy to begin the process of securing a new trash truck for Andrews. As outlined in the referenced section of the code notwithstanding any other provision of this code, the chief procurement officer, the head of a purchasing agency, or a designee of either officer may make or authorize others to make emergency procurements only when there exists an immediate threat to public health, welfare, critical economy and efficiency, or safety under emergency conditions as defined in regulations promulgated by the board; provided, that such emergency procurements shall be

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made with as much competition as is practicable under the circumstances. He stated that if the application submitted is approved, the 2017 Kenworth T370 with Pakmor 25 yard rear load packer trash truck that was mentioned by Mr. Fred Sumpter in last month's Council meeting will be here by next week. Council member Terrance Middleton interjected and stated that during last month's Council meeting Council request Mrs. Dorsey to research possible interest rates and payments for the purchase of a new trash truck and once the information was obtained council would review the current budget and make necessary cuts to allow for a monthly payment for a new trash truck. Mayor McClary explained how the circumstances drastically changed since the previous Council meeting creating an emergency situation that called for immediate action. He stated that if Council wanted to interject it would only make a bad situation worse and they would have to provide answers to the public as to why they would not have trash pickup service.

Executive Session

Motion was made by Council member Sudha Patel and seconded by Council member Eddie Lee to enter into Executive Session regarding a Contractual Matter pertaining to the Town's Attorney in accordance with S.C.Code§30-4-70-[a][2].

Motion was made by Council member and second by Council member to come out of Executive Session.

Mayor Frank McClary announced that no decision was made on any topic discussed in Executive Session.

Council Member Terrance Middleton made the motion to adjourn the meeting at 7:36 p.m. and was second by Council Member Sudha Patel.

Council Meeting minutes submitted by Chaconas Parson, Town Clerk.